

MINUTES OF MEETING
JULINGTON CREEK PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Julington Creek Plantation Community Development District was held Tuesday, January 16, 2007 at 6:00 p.m. at the Community Development District Administrative Offices, 950 Davis Pond Boulevard, Jacksonville, Florida.

Present and constituting a quorum were:

Susan S. Beaugrand	Chairperson
Kathleen P. Minnis	Vice Chairman
Al Abbatiello	Assistant Secretary
April Spears	Assistant Secretary
Brian Pincket	Assistant Secretary

Also present were:

James Oliver	District Manager
Jonathan Johnson	District Counsel
Matt Maggiore	District Engineer
Karen Jusevitch	Hopping Green and Sams
Mike Lucas	Basham Design Group
Chris Commins	Basham Design Group
Stacie Hernandez	Julington Creek CDD
Shelly Timbol	Julington Creek CDD
Ashley McVeagh	Julington Creek CDD
Laura Callahan	Julington Creek CDD
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Ms. Beaugrand called the meeting to order at 6:00 p.m. and stated we will wait until April gets here for the organizational matters.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 28, 2006 and December 12, 2006 Meetings

Ms. Beaugrand stated the next item is approval of the minutes of the November 28, 2006 meeting. Are there amendments, corrections or deletions?

Ms. Minnis stated I have corrections starting on page 2. It says there was a quorum with three of five supervisors and I believe I may have been late and that is not reflected in the minutes that I showed up.

Ms. Beaugrand stated it actually shows when you joined the meeting.

Mr. Pincket stated it shows her present on the front page of the minutes.

Ms. Minnis stated I couldn't find where I came in.

Ms. Beaugrand stated I saw it.

Ms. Minnis stated going forward starting on page 9, the name that is stated is Mr. David Task and the name is Taus and that is on page 9 and 10 in several paragraphs.

Ms. Spears joined the meeting at this time.

Ms. Minnis stated on page 11 Ms. Minnis stated just a point of clarification I believe that is supposed to have a question mark at the end of that paragraph.

Ms. Beaugrand stated on page 16 in the motion box, was that supposed to be changed to 2006? I thought it was supposed to be 2006.

Mr. Johnson stated I think the reference was 2007 so you are correcting that reference and should have been made to 2006.

Ms. Beaugrand asked the resolution 2007-04 is the correct number?

Mr. Johnson responded yes, we are in the 2007 fiscal year.

Ms. Beaugrand stated it was confusing the way it was worded. On page 22, the first full paragraph starting with Mr. Johnson about two thirds of the way down, the more you hold back the greater the possibility is that there at the end of the day when the project is complete you are making that down on adjustment.

Mr. Johnson stated "downward" adjustment.

Ms. Beaugrand stated and delete "on."

Mr. Johnson responded yes.

Ms. Minnis stated I do have a general question about these minutes. We ask everybody to state their name and address but we don't have them in here. Do we collect the cards?

Mr. Oliver responded when we do have the cards, we do that. Sometimes they will speak without the card and the acoustics in here makes it hard.

Ms. Beaugrand stated on page 42 under the charity paragraph the reference to East Bay should be East Gate and that is on both the first and second line.

Ms. Minnis stated there was another one like that. It was referencing the road coming in when he asked in the public comments at the beginning someone asked about a road coming in and you answered.

Ms. Beaugrand stated it was about Sawmill Point. On page 10 two thirds of the way down the paragraph starting Ms. Beaugrand, Soma Point is Sawmill Point.

Mr. Johnson stated on page 44 two thirds of the way down the numerical figure of \$500 should be \$500,000.

On MOTION by Ms. Minnis seconded by Mr. Abbatiello with all in favor the minutes of the November 29, 2006 meeting were approved as amended.

Ms. Beaugrand stated now we have the minutes from the December 12, meeting. Are there any changes to those? On page 12 and 13 there are references to John Agas. His last name is spelled Aggas.

On MOTION by Ms. Minnis seconded by Mr. Abbatiello with all in favor the minutes of the December 12, 2006 meeting were approved as amended.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

Ms. Beaugrand stated we only need to do the oath for April. We did the election of officers last month.

Mr. Oliver being a notary public of the State of Florida administered the oath of office to April Spears.

B. Election of Officers

This item taken up at the last meeting.

FOURTH ORDER OF BUSINESS**Discussion on Recreation Complex
Preliminary Concept Landscape Plans**

Ms. Beaugrand stated the next item would be the discussion on the recreation complex preliminary concept plans.

Mr. Commins stated I am a landscape architect with Basham & Lucas Design Group. Mike has been dealing with the office and discussing the floor plan and the structure for the new amenity center. We started getting in some of the submittals working in combination and the first thing we did on December 22 was submittal of our landscape code plans. Basically we have a requirement to do a summary analysis of how much acreage is disturbed in the clearing process for building the improvements and there is an equation the county works with in terms of how many caliper inches and to give you an idea, a 10 foot to 12 foot oak tree would be about a 4 inch caliper tree. There is a complicated relationship and what we have to do is they design for this type of development 80 caliper inches per acre that have to be replaced. You can offset that by saving and preserving existing trees. We are fairly limited here because most of our trees are planted pines and those are not protected on the county list. They are completing a tree survey right now and we are expecting our count towards the end of this month and we will reply. We should have it resolved. What that does is establishes our initial process of laying out those trees, what I will call replacement trees. Even though we are addressing kind of a cold hard engineering equation with the county we still want to make it aesthetically pleasing for our facility and trying to enhance the situation there for all the users of the Julington Creek Plantation complex. There is a hand out for you, color coded. This is basically the entire site, separating the front section with the skate park area, driveway to the front on the right hand side and wet lake, drainage retention lake in the front, separated by the wetland crossing down to our major amenity complex to the tennis on the far side and parking. We have requirements by code to install what they call terminal island trees. As you know in each of the parking areas we can only stack 10 parking spaces side by side and it has to be broken up by a median, a landscape pad and we are required to place trees there. Through this process we establish how much we have to replace based on how much we are removing then we start laying them out aesthetically. What we have done here is in this first area we are starting out with oak trees trying to create a street tree rhythm. Imagine a nice backdrop of naturalized because this is all existing wetlands and we are like an island surrounded by wetlands. The first upland parcel here that includes the skate park and basketball courts, small resident park area, that would be lined on both sides with

live oaks as I mentioned and then we will do bald cypress trees around the retention area to our right. There is a security fence around this area here and that will be a security pass through and then we have crape myrtles for color and accent up by the entry to the facility. We have cypress trees, tulip poplar trees which is a very attractive fast growing tree. It loses its leaves in the winter but it has some brilliant fall color and will give us a nice contrast to the evergreen of the oaks that we have all the way through.

The next step once we get our final approval the replacement trees establishes a base point of what I know is our minimum requirements. We will have the replacement trees, irrigation, sod and we are considering like a hydra mulch and hydra seed on some of the backs that basically we are going to be raising this road above the existing level so some of the side slopes we are considering a seed mixture for that area. That will address some budget concerns but until we get our final approvals from the county we won't know exactly. We are waiting on their initial comments and then the process is that we will respond, address all of their comments and that will give us our final count and we work backwards into our budget. Right now it appears that we are in fairly good shape. I don't see any red flags right now and I am anxious to see their comments.

Once I go through the plans I have a concept or organizational plant material. This again is the middle section which is basically a wetland and the upland parcel, the amenity center, again cypress trees which gives that natural aesthetic look.

When we move into the major parking facility for resident parking of the amenity center, oak lined drive so you can imagine that will be a very aesthetic set up there. A sidewalk which is an 8 foot bike path all the way through which will be on the right hand side. On the left hand side we have a fairly generous size landscape area that we will try to buffer and conceal some of the parking area to keep the focus on the front elevation of the building.

Ms. Minnis asked can I ask a question about the parking? One of my biggest pet peeves is malls like the Avenues Mall, the landscaping interferes with the ability to turn in certain places. Is this basically all trees out in this area or will there be other landscaping that can cause the same kind of problem?

Mr. Commins responded there will be other landscaping. We will move into the final detail of design once we get our approval from the county. We are sensitive to that. What we do is take the parameters given to us, what they call a visibility triangle, when we are citing a small

entry signage, we like to apply those same concepts to our landscaping because if they wouldn't allow us to put a sign 3 foot high there we will not put a shrub 3 foot high there. Basically it is a 25 foot length triangle on both sides to ensure we have visibility. I know exactly what you are talking about.

Ms. Minnis stated this is the basic concept and it is going to be enhanced.

Mr. Commins responded exactly.

Ms. Minnis stated thank you.

Mr. Commins stated the next step is once we finalize all the tree locations then we will get into all the shrubs, ground covers, sod, seed and those kinds of details. That will be our actual construction plans that will be bid out. We will be bidding the landscape and irrigation package separately from the main building.

Ms. Beaugrand asked are the islands curved or is it graded down to the ground?

Mr. Commins responded curved.

Ms. Hernandez asked how will the landscape and irrigation be affected in the long strips between the skate park and the pool for overflow parking? In case we have a big swim meet we were going to use that area in case we needed to.

Mr. Cumming responded we haven't placed any trees there. I was anticipating putting irrigation but we might want to rethink that and discuss that.

Ms. Hernandez stated as well as the overflow parking up by the skate park, in case we have events for one day or weekend camp, we were going to use along the side as overflow. I see there are trees there so my question is what about irrigation and space. Where is the parking?

Mr. Commins pointed out the parking area and stated it is 15 spaces.

Ms. Hernandez stated 15 spaces aren't enough when we hold weekend basketball. People are going to park along here and wherever they can. We need to think about that because they are going to do it.

Ms. Beaugrand asked is that Miami curb or true curb?

Mr. Commins responded I am assuming it is a full block curb. We didn't do the engineering drawing.

Mr. Pincket asked a full curb on this long strip?

Ms. Beaugrand stated that is what we are talking about, yes.

Mr. Commins stated to the best of my knowledge it shows full curb everywhere but I will research to find out what kind of curb.

Mr. Pincket stated which would indicate that there is no parking in that space. I prefer that there is no parking there.

Ms. Hernandez stated we haven't addressed that issue before. I agree but if we have an event there we only have 15 spaces. I guess they can go down here. Is there a curb there to?

Mr. Commins responded all the way is my understanding but I will check on that for you. That might be a consideration to do the Miami. I would think you would want to promote a drop off situation and park in that facility. I know what you are talking about, they park pretty much wherever they find a spot.

Mr. Pincket asked was there a conscious decision not to put trees along that driveway between the basketball courts and the amenity center?

Mr. Commins responded we did. We evaluated that and thought we have the existing natural tree cover. I know a lot of the wetland species are hardwoods and drop their leaves in the winter but we found that we don't get a whole lot of mileage when we do, a lot of developments now require wetland crossings and sometimes we are looking for places to put the replacement trees if it is a massive development and we line lots of trees on just that type of crossing and you kind of lose the quality if they are up against a mass of vegetation already. We thought it would be better to spread out our effect and go for the aesthetic effect where we can use it on both ends of that area. We could certainly discuss adding, it wouldn't be any problem dropping a few trees in there. Sometimes you might want accent or color trees.

Mr. Pincket stated I think we envision the attractive would be as you are driving up there having the road almost like a canopy as they grow up. I know when you initially put them in you are not going to have that but live oaks when they grow up create a nice canopy to drive along there.

Mr. Commins stated we will take a look at that and you might make sure that is what you want to do and we will be happy to include that.

Ms. Minnis stated before they make that decision what about the overflow parking and curb question. The two conflict. We could end up with people running over new trees that we are replacing.

Mr. Pincket stated they may not conflict if there are full curbs there. I'm sure they are interrelated but if they are going to put full curbs which I think are attractive as well then we do have to address the issue of overflow parking. If we have a big swim meet there is not enough parking at the clubhouse to handle a swim meet.

Ms. Hernandez stated I thought we had talked about using this area here for overflow parking.

Ms. Minnis stated I guess the question that Stacie has with overflow and the curb, when does this question get finalized if you have the county involved as well if they are giving approval?

Mr. Commins stated I think the county is just a question of identifying it from the engineers exactly what kind of curb they spec. I don't think that is an issue we are waiting on approval so to speak but I should be able to find out tomorrow but I don't see any problem. The indication on the plans is noted as a regular block curb. I didn't see any notation otherwise but I will certainly ask the question.

Mr. Pincket asked is there a reason why we line the dry retention area as well as the lake kind of on the back side with trees?

Mr. Commins responded mainly for setting the situation. That is typical of what you will see in a lot of developments. One is bank stabilization to assist with sod and seed coverage on those banks. The trees give us additional, the root development helps us stabilize that bank. I don't like just a static replacement tree plan, just all oaks. What we do there is use the cypress trees and the tulip poplars which are faster growing, they have more distinctive fall color and they do lose their leaves but they are more of a naturalized look where the oak is usually repetitive, orderly and they grow and their canopies are consistent. To try to react to more of a naturalized setting when we are dealing with retention and drainage issues it is pretty much a standard treatment and it gives us that complement so we don't have a static landscape, that we have a nice rotation of color and growth and different looks.

Mr. Lucas stated to go back to what Brian talked about a little while ago, what direction do you want us to try to go on this. I agree it is nice to have that curb but if it is going to be a parking issue, people are going to jump curbs. What direction do you want us to go? Do you want us to try to see if we can take advantage of any parking along this?

Ms. Minnis responded I think that is what they are saying, Stacie, Brian and Susan have had the most experience with the swim meets because Stacie being here and Susan and Brian having kids who have participated. Stacie did a study one year of how much we spend on replacing irrigation and when they originally did the irrigation on Racetrack Road some of it that we own and maintain near the baseball fields, people are doing overflow parking and breaking the sprinklers. If we are considering even if there is a curb if we don't have the overflow they are going to jump the curb and then we still have the irrigation issue. Some of the irrigation crosses over sidewalks and some parts of the CDD which is a major complaint that I hear about, why do we have that and it was because it was cheaper to cover across a sidewalk and then we are using reclaimed water and people don't want to go down it, so these are some of the issues we hear about today. We want to reduce the amount of costs in replacing. I think what Brian is saying is aesthetically we are spending a lot for this and we want it to look a class feature but I think the concerns about the parking is what we need to address.

Ms. Beaugrand stated whether we have the block curb or the Miami curb, it seems to me that we could put the irrigation on the outside in the light green areas where there wouldn't be a car so it would fan out towards the road versus from the road in. That is a pretty easily fixed situation of placement of irrigation. The question is do we want to have a block curb. So we understand your timeframe, is this something you need us to say yes so you move forward with an application or submission?

Mr. Lucas responded we just need to call Brian in and his civil engineer and we need to identify which it is and what your preference is and explain the reason. If you are going to allow them to park there we will make provision for it.

Ms. Beaugrand stated if we are going to have parking there rather than having people hop the curb. I think we are probably better off with a Miami curb. What I don't want to see is just the road ending at the grass because it always looks bad when you have that.

Ms. Minnis asked what is Miami curb?

Ms. Beaugrand responded Miami curb is what we have in front of our homes where there is no block curb; it is like a swale. It is concrete and is there before they do the road so that way you can groom the landscaping at the edge of that roadway where the Miami curb is. From a grooming standpoint it looks a whole lot better and is going to be more stable than if you just have it coming up to the edge of the road like it is right outside our building here on Davis Pond.

Mr. Commins stated what might be a consideration because I think your recommendation to do our irrigation heads and throw up the slope is a very good one. That works very well on this side of the road. We might consider here because we do have that bike path I don't know how many cars we are dealing with so I am going to make a recommendation, I would probably recommend Miami curb on this side of the road, block curb here because the bike path bisects this green space so we have about a 6 foot area of a small green space but to high end that green space we really need irrigation there. Therefore, that will be a situation where you do have just as Susan mentioned the irrigation heads right behind and I can imagine how many irrigation heads are going to be eaten up by cars.

Ms. Beaugrand stated you are saying put the irrigation heads in the 6 foot darker green strip rather than having them in the light green and going back?

Mr. Commins responded I would never recommend that you lay out an irrigation system throwing over a sidewalk. Not only do you have the reluctance of people driving, you have a real liability issue. If somebody falls on a skateboard when that is wet they are going to come looking to you. That is an open invitation.

Ms. Beaugrand stated aesthetically if you have one side of the road with the block curb and the other side of the road with Miami curb I think that would look a little bit odd.

Mr. Commins stated my preference would be block curb all the way and promote the people to go down to the parking area. If you need control beyond the curb you can think of low split rail, that creates a maintenance issue because they have to use weed eaters but there are some ways you can do that, at the very least a sign that says overflow parking down here. You are right you are never going to be able to control all of the people all of the time. If they are in a hurry or whatever the case may be they are going to find a spot. I guess the best you can do is plan for that. I'm just saying our typical recommendation where you do have a situation where the green space is bisected by the bike path then I would never lay that out to throw irrigation over that path. You are going to have irrigation both places in that scenario.

Mr. Pincket stated on the subject of parking, do you have any idea how many vehicles attend a swim meet? I see 190 non handicap parking spaces. I'm just thinking from my past experience.

Ms. Beaugrand stated we can't fit 190 over here.

Mr. Pincket stated right, that's what I'm saying so this might be sufficient.

Ms. Beaugrand stated except we have a full blown facility here where people will be using other parts of the rec center whereas right now it is not that way here.

Ms. Hernandez responded I don't know the number. It is coming and going constantly.

Ms. Beaugrand stated why don't we keep going with the presentation.

Mr. Lucas stated we will leave the curbs in for now so we can get the drawings done. We compile a list of DE items and once the bids come in it will give us time to think about this and we can always come back and take those curbs out.

Ms. Hernandez stated Matt and I had a conversation not too long ago about getting more railroad ties for this parking lot here so that I could identify or clean up the parking for this season and then I could probably get a better number for us on how many that actually holds during swim meets.

Ms. Beaugrand stated at that point it is probably going to be too late anyway from a plan standpoint.

Ms. Hernandez stated right but once we make that decision there may be something else I can do.

Mr. Maggiore asked do we want to do that or since they are going to include the new parking with construction of the pool do we want to hold off?

Ms. Hernandez asked what is the timing for that?

Mr. Maggiore responded it will coincide with the construction of the new facility so it will be mid year.

Ms. Hernandez stated perhaps it doesn't make sense.

Ms. Beaugrand stated it is going to have to be between May and October because of the Eagle issues. We are going to have to plan for both across the street and here; it impacts both. That is going to have to be planned once school starts or something, take that into consideration. Let's go back to this.

Mr. Commins stated the third page gets us into the restroom parking area and the full amenity center complex. In addition to oaks lining that entry drive, tulip poplars throughout the parking lot and on our edges we will come back for a more naturalized setting so the bald cypress and then river birch and crape myrtles for color around the pool area. This area is a semi circle surrounding the water feature there. Those are crape myrtles we have them all throughout the community here. We do have multiple medjool date palms which are real strong. We look

for a nice blend we talked briefly with Stacie because she had good input from a maintenance standpoint. We did include some Washingtonian Palms but they are on the peripheral here, on the edges for accent and no live oak trees in trying to address keeping any of the leaf litter off the pool deck area.

Ms. Minnis stated the crape myrtles that are near the edge, my driveway gets hit with those falling seed pods that turn black. When I'm working underneath them I have had purple stains on the back of my shirt from something falling off the tree before those pods turn black. What is it going to do to this decking if it goes over this way?

Ms. Beaugrand stated or having the flowers impact the pool, flying into the pool because they are so light. They are beautiful but from a maintenance standpoint it might be an issue on the pool deck.

Mr. Commins stated we can take a look at it. It has never been reported to me that that is a big problem but we can consider another alternative. Some of the deciduous trees that do drop more are some of the trees that give us the opportunity for color. It is a little bit of a trade off there. I would think in a facility like this hosing down the deck is probably a fairly common occurrence. That is something we need to address if we want to consider pulling those out we can easily do that.

Ms. Minnis asked did you say you have put these in other amenity centers?

Mr. Commins responded yes.

Ms. Minnis asked Stacie, have you seen them anywhere?

Ms. Hernandez responded I have not looked at crape myrtles.

Mr. Commins stated they are in Bartram Springs, Cypress Trace. I have them all over town.

Ms. Minnis asked are they near the pool at Bartram Springs?

Mr. Commins responded I can't tell you specifically but I can find out.

Ms. Minnis stated I can go by when I drive to work.

Mr. Commins stated the crape myrtle is a standard we use. The mayor had designated it as the tree of choice for the city and they are a real attractive tree. Summer color is when you have all the use anyway it is a design element for us. We have options if we want to go elsewhere and move those off to the side. We work with the folks at Eagle Harbor and Eagle Landing in Clay and Duval and we just completed Eagle Landing center and worked closely with

their maintenance and operations people. We didn't get any feedback from that but I haven't asked that specifically. I will check into that.

Ms. Minnis stated thank you.

Mr. Commins stated this is a concept board showing some of the trees that will be incorporated. Major emphasis, I looked through the street trees we were talking about, medjool date palms are very attractive and architecturally set up for both sides of the entry and then at key locations throughout the pool deck area. That is that tropical, luxurious look. River birch or some of the naturalized trees that will go around the retention areas, tulip poplar is a beautiful tree, live oaks you are all familiar with. We do have some palms on the periphery which would be the Washingtonians, Sabal palm is a viable option as well. Washingtonian is a little more attractive, a little more Mediterranean but they also cost a little more. The Sabal palm being the state tree still has some real good landscape quality and we often use those as well. We would like to use more of a naturalized plant pallet using as much as we can that is native to the North Florida area. It is not wholly a native plan I didn't want to misrepresent there because we do pull in some ornamentals for color. We will be using a nice mix of briallis, knock out roses a lot of you might be familiar with they are very popular now, it is a no maintenance rose, it blooms nine months out of the year. They have them at the entry of Bartram Walk. Crape myrtles are a big burst of color. We will also be incorporating some grasses, native ornamental grasses that are so popular now. No maintenance, they spread, it gives you a nice visual contrast to something more groomed. Lantana gives us nice yellow and purples. We try to establish a rotation of seasonal color so we always have accents and interest created in a variety of places throughout the landscaping.

I think it will be a real nice attractive setting for the recreation center. Once we get the final approvals we should get comments back by the end of this month from the county and then we have 30 days to respond and resubmit. That usually is a quick easy process.

Ms. Beaugrand stated I think my favorite thing is the semi circle open lawn with the trees going around it.

FIFTH ORDER OF BUSINESS

Interim Report on Public Hearing to Consider Petition Amending the Boundaries of the District

Ms. Beaugrand stated the next item on the agenda should not have been on this agenda, it will be on the February agenda.

Mr. Johnson stated we did conduct a boundary amendment hearing last week. We should have then a written report prepared by Supervisor Pincket in your agenda package for the February meeting.

SIXTH ORDER OF BUSINESS

Public Hearing to Adopt Rates and Rules for Recreation Center

Ms. Beaugrand stated the next item is public hearing to adopt rates and rules for the recreation center.

Mr. Johnson stated as a preliminary matter I will ask Mr. Oliver to confirm that the public hearing has been properly noticed and the proofs of publication are on file.

Mr. Oliver responded yes.

Ms. Beaugrand stated we need to open that public hearing at this time.

Mr. Johnson stated you should open the public hearing. You need to decide if you want public comment first and then board discussion or the other way around. I think typically you have done public comment and then board discussion and final action afterwards.

Ms. Beaugrand asked Stacie did you want to make a brief presentation or is it pretty much as we have seen in that past?

Ms. Hernandez responded there are no changes.

Ms. Beaugrand asked is there any public comment regarding the rates for reservations? It is the room reservation rates for this office and our district facility reservation requirements. Why don't we leave it open for a moment and get any supervisors comments or questions at this time. I think we hashed this out over the last two months. The only thing that I saw that was different was adding the indemnification language on the application for usage.

Ms. Hernandez responded yes.

Mr. Pincket stated if somebody signs an application which has that indemnification language it looks like they are also going to sign a second document.

Ms. Beaugrand stated they are confirming that they have read what the rules and regulations are and that they will abide by those rules and regulations on that second one.

Ms. Minnis stated I think your question is the fact that there is a signature here and a signature there.

Mr. Pincket stated I don't have an objection to two signatures, I just want to make sure that I understand that we want somebody to sign both of these.

Ms. Hernandez responded yes.

There being no further questions, the public hearing was closed.

Ms. Beaugrand asked is this only for this building or is this for usage or rental of any CDD facility?

Ms. Hernandez responded just this building.

On MOTION by Mr. Pincket seconded by Mr. Abbatiello with all in favor the rates and rules for the recreation center as well as the forms attached for use of the recreation facility were adopted.

SEVENTH ORDER OF BUSINESS

Discussion of Recreation Center RFP

EIGHTH ORDER OF BUSINESS

Discussion of Construction RFP

Ms. Beaugrand stated the next two items are one and the same.

Mr. Oliver stated it is one and the same.

Mr. Johnson stated as you know we discussed briefly at your prior meeting the manner in which you may solicit a construction contractor for rec center improvements. You can do it through an invitation to bid which is a very traditional governmental low bid, you are going with the lowest dollar amount regardless or if you do a request for proposals which you are taking into account their experience, qualifications those sorts of things and price is a component of that and I think you indicated interest in pursuing the RFP route. You have in front of you a sample set of evaluation criteria that has been used by a number of CDDs in the St. Johns, Clay, Duval, Nassau County area. There is nothing magic to the specific points. The categories have been generally used although somewhat tweaked. For example if you turn to the second page in category no. 6 I have seen some RFPs where that is eliminated where we are putting up a specific schedule we expect them to meet and liquidated damages. Then their proposal related to the schedule may be with lesser points or you may not score, we use that as a criteria. Other RFPs might actually have the contractors propose a schedule so in addition to price you are getting from them what they think they can get it done in so you are using that as part of your evaluation matrix. You might also move points around and more points to personnel less points to price or less points for understanding the scope of work but this is kind of a basic set. It is one of the things that we

want to have in an RFP package which I think we anticipate advertising and going out with by next month. You don't have to do this tonight but if you can it would be helpful. You probably have to do it by your February meeting if you can't make a decision on this tonight.

The second part of this agenda item I think is for you to discuss and decide how you want to evaluate those RFPs once you receive them back. Just to rehash once the document is ready you end up with a document that looks like this or thicker once you add all the technical specs and you will have instructions to the proposers and so forth. When that is ready to go we run an ad and the ad says that any interested qualified contactor can pick up a package at Basham & Lucas at 3:00 p.m. on a certain day. We then cannot have the contractors submit their proposals for an opening until 30 days have elapsed from the date of that ad. It is about a 30 day process. We do have flexibility to make some changes even though the package hits the street usually up until about 3 to 7 days before opening, we can make changes, we do it by an addenda that Mike's office will issue so there is some opportunity to continue fine tuning. Once you receive those packages someone is going to apply whatever evaluation criteria you adopt and make a scoring and provide a recommendation and ultimately make a decision on award. You as the board can do that and if we are lucky we will get several proposals and it is a lot of information. If we are in that situation you as the board can sit down individually outside this meeting review those and come in and discuss and score them and rank them and ultimately make that award. More commonly I have seen boards appoint a committee who will meet in the sunshine because they are narrowing the decision-making so they do have to meet in the sunshine. That might be one or two board members, your district engineer, you have flexibility of picking who is on that committee but you do have the ability to get that done in the sunshine but outside of one of these meetings so that it doesn't become an extended discussion and an item in one of the evening meetings. What that committee will do is do that scoring and they will come in and present it to you and you then as the board have the option to adopt it whole, make some modifications but ultimately you are the final decision-maker but you have someone really go through the analysis and provide some suggested scores to you.

The first decision we are hoping to discuss is the criteria and the second would be whether you want to use a committee and if so who might be on that committee.

Ms. Minnis stated when we did the landscaping proposal this was the method we used and we did it in the sunshine one of committee and we had someone from your office and

someone from England Thims & Miller and Stacie and myself and the one thing that we found if you will remember Stacie, is the requests went from one extreme to the other. It was for mowing and repairs where one person had \$65 an hour one page this big where Nanak's came in with something like this with prices and we had a hard time evaluating them equally because they didn't meet the specifications. They didn't provide all of the information that we said this is what we are asking for and I don't know when we look back at that and the other thing coming back was how many people submitted when you put out a proposal. In one of our previous meetings you said proposals go out and a lot of people aren't responding, there are few contractors who can really meet a requirement of this type and how can we make this efficient enough that if we got three proposals we get the same information or is that impossible?

Mr. Johnson responded I think with the magnitude of the contract you are going to be dealing with a more sophisticated contractor. Most of the large contractors, we can pick on Dicky Smith or Jax Utilities Construction, in this market who tend to bid on these kinds of facilities, are used to dealing with this format whereas the smaller landscape maintenance companies the dollar value isn't as great, you are getting a different quality and capability contractor. I think you won't have the disparity in terms of the information you receive. You are likely to have some disparity in terms of pricing and that will be a reflection on how hungry particular companies are for the job and I think it is a fairly attractive contract in size but there have been some jobs bid in the last year that nobody bid. You put it out and nobody picked up the package, nobody responded. What happens then under law is you have satisfied the criteria and you are able to directly negotiate. It is somewhat cumbersome to do but you can say okay nobody bid I am going to talk to Dicky Smith and see if we can negotiate a price that is satisfactory to us and that will be a fallback position but you do have to go through this process and hopefully we do get a contractor out of it.

Ms. Beaugrand stated first of all to expand on what Jonathan said if you think back to what we discussed at our last meeting it was in the minutes as far as timeline, Mike, did you get a timeline put together for the permits that we discussed at the last meeting? Let me go back to what we discussed last month and this comes out of our minutes. We kind of backed into potentially having the building permit approved in July that would include a 30 to 60 day time period to get that building permit approved. That would mean that the truss manufacturer would have to be selected by the contractor in April where they would have the plans ready by the end

of May to submit to the county. Which means the contractor needs to be selected in March so they can select the truss manufacturer and that means that we need to do the RFP in February and that means we need to get this settled tonight so we are ready to get the notice in so we can open it sometime in March. You are also expecting maybe a site plan approval probably in March as well because you submitted in December.

Mr. Lucas responded we submitted those December 22. We were saying 60 to 90 days and we were hoping maybe 60 days because when I called to talk to Brian he was sort of gearing towards that. We are hoping to have water management and site plan approval best case scenario maybe March 16. I wanted to go ahead and shoot for that and 30 days out as far as from February 16 tell the contractor they can pick their plans up on February 16, give them a lump sum bid that way in a perfect world we will have a contractor selected about the same time we have the site plan and water management that gives them two weeks to go ahead and prepare shop drawings and right now St. Johns County is running two to three weeks to get working on the building permit.

Ms. Beaugrand stated that schedule that I threw out is pretty consistent with what you are talking about.

Mr. Lucas responded yes.

Ms. Beaugrand asked can we get a written schedule showing us the status of all of our permits so we have something to refer to and know exactly where they are and what we need on an ongoing basis from now until we put the first shovel in the ground? I'm not talking about when we start construction I'm talking about each permit or approval that is required, water management district, Corps of Engineers, county, site plan, etc. If we can delineate each one of those when it is submitted when approval is expected when it is approved if it is approved, that kind of thing so we have something in front of us to track.

Mr. Lucas asked even though it is just guess at 60 to 90 days?

Ms. Beaugrand responded it is knowing what approvals we need. There are definitive approvals we need whether it is a permit approval or whatever the case may be. That is not our every day job so it is something that you deal with on a daily basis. If we could have a list of what approvals are needed, where they are at this point in time, what timeline may be expected and we know it is an estimate and that we are at the mercy of a third party that we have no control over, then if something is approved, that kind of thing. A lot is going to happen in the

next six months for this board and that will make it a lot easier for us to keep track of exactly what is going on, where we are, where we need to be.

Mr. Lucas responded okay.

Ms. Beaugrand stated if we can go back to the evaluation criteria, Mike had sent me the same exact form with two exceptions. One is the point criteria was a little different and the one that Mike sent us for Durbin Crossing had a bonus because they had two different recreation centers that they were building; one in Durbin north and one in Durbin south and they were trying to be able to get one contractor to construct both so they had a bonus in there for 10 extra points so they could actually have 110 points instead of a 100 point scale.

Mr. Lucas stated that was because those were actually three separate projects whereas this is going to be one project.

Ms. Beaugrand stated right, I was just explaining the difference which we wouldn't have that but they did have some difference on the point criteria. For example, Jonathan has 5 points for personnel and Durbin had 20 points, the proposers experience was the same, understanding the scope of work they had 5 and Jonathan has 20, financial capability they had 5 and this one has 10, price they had 35 and this one is 25, schedule they had 20 and this one has 25. From what I understand there isn't any magic to those point values that are given, it is a matter of what we believe is the most important to the least important as to how you want to scale those. That is all we need to decide unless someone has a real issue on these criteria and you want other criteria to be considered. This is pretty standard for this market.

Mr. Johnson stated I tried to stick to what the market has seen.

Ms. Beaugrand stated right. That is what we need to take into consideration tonight, how we are going to value these criteria.

Ms. Minnis stated based on the bonus that is in the one that Mike sent you is the fact that we are trying to put the park proposal in there, weren't we throwing that in as well to have them do both?

Ms. Beaugrand responded yes it will be one project but theirs was a completely different thing, \$500,000 versus \$3 million of whatever the projects may be, that is a completely different scope.

Ms. Lucas stated we had three completely different projects, two amenity buildings that were pretty good size at \$1.2 million and \$2 million and we wanted one contractor to be low bid for all three projects.

Ms. Minnis stated so we can throw in this other improvement as part of the proposal and if they want it they have to do it.

Mr. Lucas responded yes.

Ms. Minnis stated thank you.

Mr. Pincket stated I think one issue is item 6 and this is the schedule as Jonathan pointed out is sometimes in and sometimes not because if we set a defined schedule and we expect the contractor to meet that schedule then we have another 25 points here to spread across the other five items. Is that correct?

Mr. Johnson responded yes but it seems like we have one of two approaches. One is to ask the contractor community to propose a schedule to you with you giving guidance on some target dates or not and the other is to identify the schedule that you want and they are going to price accordingly based on how difficult or easy it is for them to meet that schedule.

Mr. Lucas stated it is another way to try to control who we want to bid the project. If you have two contractors and one you really don't want and one that we do, if you look at his schedule it is a way to give the contractor that you would be more in favor of additional points if all other things are equal. That is why we do a point system and the more ways we have to legally do this leaves us some control of who we think will do a better job.

Mr. Johnson asked would you propose identifying the target rec center must be complete by X date with points being allocated for proposals coming in earlier? I know we have a target of when we want to be open for the next season.

Mr. Lucas responded the one that suits it is the one we did for Durbin. We gave them a ballpark, we said we want to have this open by X date and that sharpened the pencil because they are shooting for that and that is important to them so they are assigning a value to that.

Mr. Pincket asked how common is it if there is any commonality to penalty type provisions in contracts if they fail to meet deadlines? Because if you give somebody points for saying they can come in early, I can say I can come in early too if I'm not going to be penalized for finishing it four months late then it doesn't mean anything.

Mr. Lucas responded that is why you have liquidated damages at so much per day.

Ms. Beaugrand stated I don't think this has anything to do with whether we have a penalty provision in the contract or not.

Mr. Johnson stated I think you want to have liquidated damages provision in the contract.

Ms. Beaugrand responded yes. This is only a way to differentiate between the bids.

Mr. Pincket asked does the RFP contain a form of contract that we are going to expect them to sign?

Mr. Johnson responded yes. My preference is that it does because then under law when they submit their proposal they are proposing under a set of documents. There are two times when a contractor can protest what we are doing. One is when they pick up the package. The package will have language that says you have 72 hours from the date you pick this up to protest these specs. If you think the criteria is unfair, if you think the schedule is inappropriate, if you think the form of contract is inappropriate you bring a protest. Most of the time that doesn't happen because the contactors aren't reading it that carefully or that quickly. It is an opportunity for us to insert very owner friendly documents into the process. Once they submit their proposal their opportunity to protest those is long gone. Now, their only other opportunity is to protest through the decision you made, you have given the job to Kathy and should have gone to Brian, so yes, I like to put the contract in there because it becomes part of the proposal documents.

Ms. Minnis stated because we have to go through this method by law and you have the protest within picking up the proposal and because we meet once a month what if one person does protest it, do we have to start over? Do we have to review the protest and address it?

Mr. Johnson responded we have to address it very proactively and if somebody protests something in the package, it will end up probably causing us to push back the bid date some because what we would do is convene a board meeting. They have 72 hours to file a written protest and then they have 7 days to file a statement stating with more particularity the facts on which the protest is based. Then in your rules you have the procedure of either appointing a hearing officer or have the board conduct a hearing. We would do that on an expedited basis if you had a protest of a package which I think is pretty unlikely, I have never seen it happen, then that is going to push back the bid opening date because you don't have to withdraw the bid but you are going to have to push the opening back while you resolve that and if you resolve it satisfactorily you can let the rest of the bid clock run.

Ms. Beaugrand asked is the contract a standard AIA?

Mr. Johnson responded it will probably be a variation on the AIA that will be typical for a vertical structure.

Ms. Beaugrand stated based on that conversation I would think that we would want to go ahead and keep the schedule in and give them kind of what our expected timeframe is and use it as a variable.

Mr. Pincket asked weren't you saying that we don't put our schedule in?

Ms. Beaugrand responded no, I was referring to this paragraph which doesn't dictate a schedule, it just says we want to have the facility open on X date and they propose a schedule based on what they think they will accomplish and we can then grade that response within this 25 point scale or whatever the number of points it might be against what we would want to see. It gives us another variable.

Ms. Minnis stated in the example that Mike sent you, you said one item was broken out.

Ms. Beaugrand stated that is the same except that when they had 35 total points and it was 15 points which is the same as the first breakout for the lowest bid and then 20 points allocated for the reasonableness of the unit prices and the balance of the bid. On ours we have 10 points. How you break that up depends on how many points you assign to the price category. Personnel, they only have 5 points here and look at what that counts for, where the firm is located, their capabilities, experience of key personnel, and so on versus they put more points on understanding the scope of work which is understanding what our need for services are. On the other one they only had that 5 points. What is more important the personnel or understanding the scope? I think understanding the scope is a pretty simple thing but having the right personnel and capabilities seems to me to be more important. I would almost rather see that flip flopped with the personnel being higher maybe at 20 points and understanding scope down to 5 points or some variation of that but I would want to put more emphasis on number 1 than I would on number 3.

Ms. Minnis stated I agree because of the geographic locations when we put this out for proposal how many people did come from Orlando and other cities which can cause a problem if they are awarded the bid and then they have problems getting to this area for whatever reason. I agree with Susan that I would switch those two.

Mr. Pincket stated I agree with Susan's comments. I guess the way I envisioned it is that the proposers experience really encompass a lot of the concerns that you had. I jotted some

numbers to increase proposers experience but I don't mind if you put it on personnel but I would almost rather look at the company as a whole. To some extent look at the individuals which is what I think the distinction is between 1 and 2.

Mr. Lucas stated one thing you are looking for is the type of projects they have done in the past and similarity and their capability to do the job is important.

Mr. Pincket stated I also took some points away from understanding the scope of work and added 5 points to the financial capability, I thought 10 was a little low and took 5 points away from the schedule. I added 5 points to personnel, 5 points to proposers experience, took 10 points away from understanding scope of work, added 5 points to financial capability, left price the same and took 5 points away from schedule.

Ms. Beaugrand stated I don't have an issue with that. I agree in 1 and 2 there is distinction but not a lot of distinction. They really go to the same end point, whether it is the people or the company that have the experience and capability they both go somewhat hand in hand.

Mr. Pincket stated in terms of thinking through these and I haven't seen a lot of RFPs, to meet each of these criteria I presume we are going to be asking for detailed information.

Mr. Johnson responded we are asking for several years of financial statements, resumes, bond capabilities. To give you a real world example, the St. Johns Golf & Country Club, the CDD constructed that recreation. The low bidder by price was only financial solvent because when you look at his balance sheet his wife's jewelry was listed as an asset of the company. That impacted that decision at the time. We asked for fairly detailed statements.

Ms. Beaugrand asked do we ask for references also?

Mr. Johnson responded other governmental entities.

Ms. Minnis stated I didn't get 100 points when I added and subtracted yours.

Mr. Pincket stated I added 5 to personnel and 5 to proposers, took 10 away from understanding, add 5 to financial capability and took that 5 away from schedule.

Ms. Beaugrand stated I am fine with that. I don't have an issue with that. Does anyone have an issue with that?

Ms. Minnis stated I like the way he has moved it around in Brian's proposal.

Mr. Johnson stated just for the record, item 1 personnel 10 points, item 2 proposers experience 20 points, item 3 understanding scope 10 points, item 4 financial capability 15 points, item 5 price 25 points with the split 15 and 10 and item 6 schedule 20 points.

On MOTION by Ms. Minnis seconded by Mr. Pincket with all in favor the RFP will reflect the newly designated evaluation criteria being item 1 personnel 10 points, item 2 proposers experience 20 points, item 3 understanding scope 10 points, item 4 financial capability 15 points, item 5 price 25 points with the split 15 and 10 and item 6 schedule 20 points was approved.

Mr. Johnson stated now if you would be willing to entertain the discussion of committee versus board evaluation.

Ms. Beaugrand stated I guess one question is how many of the board members would want to be involved in evaluating the proposals? If all the board members don't want to get into the nitty gritty of it then I think what we need to do is look at doing a separate ad hoc committee. The one thing that concerns me about having it come before the board in whole is bogging down a normally scheduled meeting. Our meetings are not going to be short meetings from here on out for awhile. My tendency would be to have an ad hoc committee, having someone from Basham & Lucas, potentially someone from ETM, whoever from the board who want to be involved, district manager, Stacie. How extensive do we need it? Do we want to try to keep it down in numbers? What of someone from Hopping Green?

Mr. Johnson stated I suggest you have an odd number. Probably three is going to be easier to schedule than five. I don't think you should put us on the committee because we want to be able to advise that committee. We would attend and help advise. If one or two board members, Matt, Jim any of those combinations work.

Mr. Pincket stated I think it important that Mike be on the committee.

Ms. Beaugrand stated yes, I would like to see someone from Basham & Lucas on there.

Mr. Pincket stated and Stacie.

Ms. Hernandez responded I believe I should be on there.

Ms. Beaugrand stated I think we need to have 5 on there.

Mr. Pincket stated I think ETM also.

Ms. Beaugrand stated yes if you are willing to sit on it. This is one ad hoc that I would like to be involved in. I don't know who else from the board might be interested.

Ms. Minnis stated I will honestly say this is not one that I feel like I am qualified to do. I feel you are more qualified based on what you do for a living.

Mr. Abbatiello stated I would appreciate being on the ad hoc committee.

Mr. Pincket stated I would also like to be on the committee.

Ms. Beaugrand stated we have one person from ETM, one person from Basham & Lucas, Stacie.

Mr. Pincket stated if Al wants to do it and devote the time that is fine. I will step down and let you and Al unless April is interested and the three other non board members. I would like to independently review them and maybe talk individually to Mike or Stacie at different times.

Ms. Beaugrand stated we all get to see the proposals, it is not a matter of not having the proposals. As far as the district manager is concerned, not to leave you out but is it necessary?

Mr. Johnson stated I would leave them off the committee, given the level of interest. They are going to need to record those meetings and distribute information.

Ms. Beaugrand stated they are going to be there from an administrative standpoint.

Mr. Oliver stated that way I can still communicate with members of the committee if I am not on the committee.

Ms. Minnis stated when I think back it was England Thims & Miller and there was no one from your office and we made sure we recorded the minutes of our discussion so it was public. Because it was only the three of us and we added a public area in case someone wanted to be there. Anyone was open to read anything we got and we had to explain our findings and how we rated everything. I'm comfortable knowing we are going to see the information especially something this large prior to them seeing it.

Mr. Pincket stated there is nothing to prevent me from attending any of those meetings.

Mr. Johnson stated it will be publicly noticed.

Mr. Pincket stated I can attend as a member of the public.

Mr. Johnson stated on a recommendation you would not be voting but you will vote as a board.

Mr. Pincket stated I presume there is no issue with me receiving a complete package.

Mr. Johnson responded no.

Ms. Minnis stated to follow-up with what Brian is saying, because this is such a large project can we all get the same information that they are going to review so even if we can't attend we can submit questions that we would want them to review?

Mr. Johnson responded absolutely.

Ms. Beaugrand stated I think everyone should get them regardless. It is too big of a deal not to.

On MOTION by Ms. Minnis seconded by Mr. Pincket with all in favor a representative from England Thims & Miller, Basham & Lucas, Ms. Beaugrand, Mr. Abbatiello, Ms. Hernandez were appointed as the ad hoc committee for the RFP process for the recreation center.

Ms. Beaugrand stated at this point in time we will go ahead and publish.

Mr. Johnson stated we will be putting together the document and as soon as Basham & Lucas gives the high sign to say we are ready to go, then we will be able to start running the ad and get those documents out on the street.

Ms. Beaugrand asked can we have a timeframe in which we think that we will be ready to go ahead and put in the ad?

Mr. Lucas responded I would like to get it ready for pick-up on February 16 and then they have a month to prepare the proposals.

Mr. Johnson stated we would put the ad in on the 15th. I think GMS ought to publish that ad and if they have a template they have used, we will review that but GMS will actually place that ad once they get the confirmation that we are ready.

Mr. Pincket stated if they miss the ad and don't see it for a week they have lost time.

Mr. Lucas responded we will call several contractors to let them know in addition to the ad.

Ms. Beaugrand stated there are probably two or three different contractors in this market who do most of these types of facilities around here.

Mr. Johnson stated what that also means is you are probably looking at delaying your March meeting or having a second special meeting in March because those packages will come

back let's assume March 16, and that is 6 or 7 days after your regular March meeting. It may be that you have enough business that you will have your regular March meeting and then just continue for a week or two so that you have time to receive those, the committee to meet, process and prepare a recommendation or if it works with the schedule that recommendation can come at the April meeting. That falls right in between meetings.

Ms. Minnis stated I just want to make sure when you said a second meeting, the meeting is only of the ad hoc committee.

Mr. Johnson responded ultimately the board has to take up the recommendation and say up or down, yes. Depending on how quickly you need or want to do that we can do it at your April meeting or have a special meeting in late March.

Ms. Beaugrand stated we want to get the contractor selected in March and they can then select the truss manufacturer in April and continue along the schedule we have kind of mapped out here. We will figure that out and deal with whether we continue March at that March meeting.

NINTH ORDER OF BUSINESS

Discussion of Landscape and Irrigation Maintenance RFP

Ms. Hernandez stated I feel that this is the time that we should probably think about combining our landscape and irrigation contracts. As you may recall we have Trim Terrific servicing the recreation office, Plantation Park and the basketball and volley ball courts. Nanak's services Racetrack Road and State Road 13. Due to the total dollar amount it is my understanding that we must go out to bid. I would like to combine the projects now so that I am comfortable with the contractor handling a larger service area before adding the new recreation facility into the scenario and by combining the two I have a small crew here every day that could address issues that arise daily and would result in not having to pay for additional service calls. I would like the board's approval with Jonathan's direction to start the process.

Mr. Johnson stated I think you are looking for some guidance from the board on their agreement in combining those scopes of work and if that is the case then we need authorization to go out and do that, let the RFP hit the street and bring that back.

Ms. Minnis asked are we going to go the same methodology and use the same RFP evaluation method that we did the last time when this went out?

Ms. Hernandez responded I am comfortable with both contractors that we have now. I have had several meetings with them in terms of dollar amount. We could do the same thing. I think we are looking at different issues this time and I don't know what the legal requirements are on choosing.

Mr. Johnson responded you have the same choice that we have for the construction contractors. You can do a straight invitation to bid where you put out a set of technical specifications and the low price is who you are definitively awarding to unless their bid is in some way flawed like they realize they left out S.R. 13 or you set up an RFP with some kind of criteria so that you are taking into account not only price but your experience with them, reputation and other sorts of things. I think the RFP the board used on the original landscape is somewhat similar to what you just considered. Fundamentally you can pick the route you want to go, either a bid or an RFP.

Ms. Minnis asked what is the total price that we are looking at?

Ms. Hernandez responded right now we have Nanak's doing Racetrack Road, S.R. 13 with everything all combined our budget number is \$175,000. Trim Terrific's contract is \$57,200.

Ms. Beaugrand asked what is the limit?

Mr. Johnson responded the limit is indexed every year and I think it is about \$171,000 right now.

Ms. Beaugrand stated I agree that we probably need to combine and I have always kind of wondered why we had separate contracts but is this really the right time as we go through the RFP process on the recreation center to tax the board concurrently with going through an RFP on this one or maybe start the RFP process in March and not have them running at the same time.

Mr. Pincket asked when do the contracts expire? Is it driven by that?

Ms. Hernandez responded not it is not that.

Ms. Beaugrand stated from a timing standpoint, I agree it is something that needs to be done, we certainly need to look at it.

Ms. Hernandez stated if we start in the spring. I am comfortable with either Nanak's or Trim Terrific getting it, it is just a matter of combining and dealing with one person and one small crew.

Mr. Johnson stated you may get somebody else.

Ms. Minnis stated I am not comfortable with what I have seen Nanak's doing. That is why I want it to go out to the public.

Ms. Hernandez stated we have been doing this a long time and what you get is probably what you get. I think the key with this is if I have a crew, I know I have five guys here and they are here every day and they have to report to me then I will have more ability to manage that. Right now they come and go, it is seasonal. I believe if I had more control over a smaller team I would be able to help them manage out there better.

Mr. Pincket stated I agree with the idea of combining them. I agree with going with the RFP. I also agree with Susan that maybe now is not the right time. Two months from now might be better.

Ms. Beaugrand stated we are only talking a matter of 90 days probably and it doesn't matter whether we like the two that we have or don't, we are going to get a response from whoever wants to bid. Then we will look at who we go with at that point depending on the criteria. We can put this on our agenda for the April meeting.

Mr. Pincket stated in the meantime you can be putting together the specs that that RFP is going to entail. Use the last one.

Ms. Beaugrand stated put together the evaluation criteria, looking back at what you all used last time and that way when we come back to it in April we are ready to hit the road running and we are not over taxing our personnel.

Ms. Hernandez stated that sounds good.

Ms. Beaugrand stated going back to the rec center, the aeration.

Ms. Hernandez responded I haven't heard anything back on that.

TENTH ORDER OF BUSINESS

Approval of Pay Requests

A. No. 155 Payable to England Thims & Miller, Inc. in the Amount of \$132.50

Ms. Beaugrand stated the next item on the agenda would be the approval of pay requests 155 and 156. Behind Tab A is 155 for \$132.50 to England Thims & Miller.

Mr. Pincket asked does this pay request reflect the adjusted rates?

Mr. Maggiore responded no.

B. No. 156 Payable to Basham & Lucas in the Amount of \$130,670.00

Ms. Beaugrand stated behind Tab B is pay request 156 to Basham & Lucas for \$130,670. You can see on the next page in their contract document they have it very specific as to what they completed to date, what is included in this billing and what they have remaining to complete. With this they are complete on civil engineering permit process, interior design is at 50%, 75% on construction documents and so on.

Pay Request 154

Mr. Maggiore stated you also have in front of you 154.

Ms. Beaugrand stated that one is also to Basham & Lucas for \$23,530.

Mr. Pincket asked is this just a supplement?

Mr. Maggiore responded that is the previous month I believe.

Ms. Beaugrand stated this is the November billing and the one in the book is the December billing.

Mr. Pincket asked is somebody looking at each of these items to say okay, we have those drawings? For example on the ones that are not 100% complete, have we seen drafts of the interior design or are we simply taking Basham & Lucas at their word?

Mr. Maggiore responded we do not review for example the interior design. We do a cursory review every month but we are not comparing the actual design plans.

Mr. Pincket stated the only concern that I would have is if we get to the end and have paid 100% and the stuff is not done.

Ms. Beaugrand asked are there any suggestions?

Mr. Pincket stated I'm not looking to have someone spend a lot of time on it but if Jim could get something from Basham & Lucas to support the percentage complete for each of these items.

Mr. Oliver responded we can do that and also as we go through these requisitions monthly through the completion of the project we can have Mike here for that portion to discuss his completion.

Ms. Beaugrand stated I let him to tonight and didn't even think about this. During the construction process are you going to be doing the construction inspections to validate percentage complete?

Mr. Maggiore responded not to my knowledge.

Mr. Pincket asked would Mike do that?

Ms. Beaugrand responded yes, I guess he would.

Mr. Pincket stated sometimes architects don't do that, I don't know if it is in the contract or not.

Ms. Beaugrand stated they have to sign off on the AIA document.

Mr. Johnson stated they do that.

Mr. Pincket asked do we have a contract already with Basham & Lucas to administer for the building?

Mr. Johnson stated I would have to go back and find out.

Mr. Maggiore stated I do not believe you have one at this time in their scope of services.

On MOTION by Mr. Abbatiello seconded by Mr. Pincket with all in favor pay requests 154, 155 and 156 were approved.

ELEVENTH ORDER OF BUSINESS Other Business

There not being any, the next item followed.

TWELFTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Johnson stated briefly you have a very short summary memo. I have had questions from a couple of different members of the board over some different kinds of issues. Are informal conversations before and after board meetings okay, what about side comments during the meeting? So I have pulled information from the attorney general's sunshine law manual that kind of give you an update. I thought it would be cleaner and easier to respond to you collectively so that you all have the same information. Review that at your leisure and let me know if you have any questions, I would be happy to provide you with further guidance.

B. Engineer

There not being any, the next item followed.

C. Recreation Facility Manager

Ms. Hernandez stated mass mailing of our membership information forms went out this past week. The homeowner information packets with pool cards will soon follow. I have a new and exciting book for our package of arts this year that I hope all of you will like. The web page has been updated to reflect all program changes.

We have purchased software called "get physical" and this software will help us develop and manage permanent memberships and activities for all future CDD homeowner access at the new and existing facilities in 2008.

We are preparing for non CDD requests for membership at the same rate staying at \$575 for five or more families, sign up deadline will be April 27, any membership after that date will pay \$975.

The grand opening is set for Saturday, March 31 with a rain date of April 1. There will be a family style bar-be-que from 11:00 a.m. to 3:00 p.m. and music by Jeff Ryan and catering from Anthony's. We will have a three in one sports challenge game, jumping things and other games for the celebration. We will also have a homemade pie contest, with ribbons and gift bags for all participants in their age category. Our judges will be bakers from Publix. Within the next several weeks I should have confirmation from Deputy Galentine on the availability to work our event.

I am in the process of completing the first approval copy of the Julington Creek Plantation employee handbook. It should have an approval copy for your review within the next several weeks. I plan on sending them to your home address so you will have time to review it at your leisure so if you have any comments or thoughts, any questions, please call me prior to the CDD meeting so that I can prepare what I need for the meeting and you can address the changes as you see fit.

Also as I mentioned in previous CDD meetings I am always trying to add more programs or events that current staff and budget can handle. Over the past three years the pool attendants on 4th of July, Memorial Day have been significantly reduced so my focus this year will be on changes being activities for the grand opening and adding a spring dance for our senior community of 50 and over. If the board approves, the senior dance is scheduled for Friday, May 11 from 7:00 p.m. until 10:00 p.m. at the recreation office, admission is \$5.00 and RSVP will be required. Guests will be allowed but must be accompanied by a homeowner. This is an activity that has created the most enthusiasm.

I am also looking into plans for the play area of Plantation Park. Each year we have an annual check up. After the park's most recent check up, use and age of the play area has taken its toll. We have to really think about removing the existing sand with zagger wood carpet which is ADA compliant but to also reduce the play structure itself. At the next CDD meeting you will have more information about perhaps future plans for the play area.

Ms. Laura Callahan stated I just want to update you on the aquatics complex and what is going on there. We are in the middle of hiring our 2007 staff for the aquatic complex and we have had a very good return for our 2006. Our lifeguard training is set and we are working with UNF this year and they have been very gracious to let us set up our own training for lifeguards and I am going to be a co-instructor because I am a lifeguard instructor as well. I am going to be able to watch the training.

Mr. Pincket asked will the training take place at UNF?

Ms. Callahan responded yes. There is a depth requirement for lifeguard training and we unfortunately are a couple of inches short. I am establishing new relationships with vendors for our uniforms and lifeguards and flags for this year since we are no longer with the YMCA. We are doing our annual repair and replacement of the full facility to get ready for the new season. Folks have been attending both the porpoise and the piranha meetings to hopefully create a better and strong relationship between both teams and the aquatics facility and complex so we can work all together.

Ms. Ashley McVeagh stated I was working with the holiday camp which was a success. It was a 9 day program that saw a total of 28 children and we received great feedback from parents who said their children enjoyed the program and our staff which is made up of returning summer employees who were home for winter break. We made a total deposit of \$3,759 for the 9 day holiday camp and currently I am working with Kim Horlitz who is a personal trainer to put together fitness programs to offer the CDD members. As of right now we are offering two, eight week sessions of not palates and we begin in February and run through April.

Ms. Timbol stated currently we are continuing to enjoy a good working relationship with Paychex which is the company that processes our payroll. With the beginning of our holiday programs that Ashley was telling you about, we hired five hourly employees and they used our new time clock system. Everything worked well and it was a very good trial run for when the pool opens and we have many more employees using this set up. We have moved those

employees who joined us for the holiday programs from an active status to an inactive status employment status. This will give us a small cost savings on our overall processing fees and we anticipate that all of them will be returning in the spring. Most of them will be returning as lifeguards. Being able to use the inactive status allows us to be more efficient in the rehire process than what we have been able to be under the previous system. Maggie Phillips with GMS who processes our accounts payable and I conference over questions either one of us might have and this is going to improve the responsiveness and also our communication.

D. Manager

Mr. Oliver stated Kathy recently received correspondence from the Florida Association of Special Districts and had asked me to do some research on that to see if it would be applicable to this district. I looked at the website and I have also spoken to Jonathan about the Association and it is actually geared towards special districts other than CDDs, although there are a few CDD members, it is more focused on districts such as fire districts, utility districts, etc.

Ms. Minnis stated thank you for looking into that. I assume everybody on the board got this because of the way it was addressed to me so I just contacted Jim. Is the Florida Association of Special Districts more for like fire districts to lobby to get laws passed?

Mr. Johnson responded it started as a lobbying organization. It also does information and dissemination. Their primary constituency are the Chapter 189 districts, fire districts, library districts. There are a few CDDs that have joined. A large portion goes to lobbying efforts and the Association is a player in some of the general legislative efforts dealing with special districts broadly. They don't focus as much on CDDs or at least they have not in the past. I am familiar with them through some of the lobbying work they have done on Tallahassee.

Ms. Minnis stated based on that, I looked at it as they are just going out and saying here is another special district, let's get them in. It seems like the growth of CDDs could outweigh and sway their lobbying effort in the end if they continue to try to get CDDs.

Mr. Johnson stated I suspect they are looking at the CDDs as another untapped revenue source.

Mr. Pincket asked are there any equivalent organizations for CDDs right now?

Mr. Johnson responded there are not. To be perfectly honest my firm looked very hard at perhaps forming one. We haven't gotten past the planning stages and I don't know that we ever

really would. It is a tough constituency to try to get everybody together. You have very divergent interests even among developers who do districts and districts that are resident controlled which is not always the case for 189 districts, they are either in a perpetual landowner controlled process or have started off as dependent districts either the county appointing these board members or a few have been an electoral controlled the whole time. There is not one, there has been talk for five years with not only my firm but others about trying to do that. There really hasn't been a glue that has held it all together.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests

Ms. Minnis stated I was thinking about this when I was walking my dog and I saw the sod that was resodded years ago that is now deteriorating. I am continually asked and this board is continually asked questions that need to go to the homeowners. Do we have an address and I wanted to bring it out in this meeting, do you know of an address or where we can direct homeowners questions because they come in here and we say go to a homeowners meeting. I'm still not sure when they are, when they meet or how I would submit a question to them.

Ms. Hernandez responded it seems that the latest information that a lot of the homeowners are getting or any phone numbers that they have, have been disconnected. Behind you is the flyer from May Management that we give out when homeowners come in and we probably had 30 today. People are still confused between the CDD and the POA. That is the current number. The number in the phone book and numbers on forms is incorrect, it has been disconnected and there is no forwarding number. That is their number and that is where they are located.

Ms. Minnis stated the other thing is there seems to be a question of the ownership of certain property and who is supposed to be maintaining it, specifically the bridge.

Ms. Hernandez responded I have told Rich for the past three years that it is his job to fix it. He continually comes into my office, he asks me the same question every year. He just came into my office six weeks ago and asked me the question again.

Ms. Beaugrand stated Charlie is going to take care of that.

Mr. Charlie Stuart stated at the last POA meeting this was brought up again because I told Rich that the bridge is under the POA. He does have a contract he said with someone to come in a fix and repair.

Ms. Beaugrand stated going back to the phone number issue, do we have this address on our website as the link for May Management?

Ms. Timbol responded we have the phone number on there.

Ms. Beaugrand stated I guess on the POA website you have the correct one?

Mr. Charlie Stuart responded yes.

Mr. Pincket stated a question for Stacie. How many non CDD members did you have at the aquatic facility last year?

Ms. Hernandez responded we generally have over the past five years anywhere from 18 to 20.

Mr. Pincket asked you said you had 30 people today, how many applications do you have so far from non CDD members?

Ms. Hernandez responded none.

Ms. Beaugrand stated this is what you should have received in the last week or so with your user information that you need to send back in to them so you get your cards for the pool. Those member forms.

Ms. Minnis stated she gets 30 questions a week regarding the POA.

Ms. Hernandez responded at least.

Mr. Abbatiello asked shouldn't the officers of the POA be identified on the website as well and give them the option? By and large May Management has tended not to respond to these telephone calls. Rich is frequently criticized for never returning a call and I think these residents need to have an option of who to call and the POA are the elected officers. If it is May Management and you don't get a response within a period of time they should have the POA board phone numbers at the very least.

Mr. Stuart stated what they should do is come to the POA meeting and voice their complaints at the POA meeting. They are not getting results from Rich.

Ms. Minnis stated that is what I'm saying, I'm not sure when the meeting is.

Mr. Stuart stated it is posted on the website. You can call May Management's office and they can give you the date.

Mr. Pincket asked doesn't May Management serve at your pleasure? Does the POA have a contract with May Management?

Mr. Stuart responded there is a contract.

Mr. Pincket stated if you get feedback that May is not doing their job, obviously you review that and can look to hire a another one?

Mr. Stuart stated they should really take it to the board at the meeting.

Mr. Abbatiello stated Tony Timbol who is no longer maintaining the site and is suggesting the staff, is that something you are currently doing now?

Ms. Timbol stated Tony did assist us in updating the website today. We are in the process of finding a date that he can come and download the software on our computers and train us how to update and maintain the site ourselves.

FOURTEENTH ORDER OF BUSINESS Audience Comments

Mr. Stuart stated this is just a suggestion for the board. If you are going to consider the Miami type curb on the entrance road, look at the shoulder on Racetrack now what is happening. You are going to have continual maintenance problems. The other thing I wanted to bring up was there anything discussed about security going into the entrance of the complex when it is closed?

Ms. Beaugrand responded that is something that is down the road from a planning standpoint.

Mr. Stuart stated the sheriff has appointed an officer, a deputy sheriff Seay so if you want to have him come to one of your meetings he can explain to you what has been going on in here and around this complex.

Ms. Hernandez stated Deputy Seay is one of our deputies on call. I previously mentioned him working the grand opening for us.

Mr. Pincket stated I think there was consensus among the board that we probably would go with some kind of security gate at the front entrance but we don't have to make that decision yet.

Mr. Stuart stated it may be good to have him come here and explain what has been going on in the woods back there.

FIFTEENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements – November 30, 2006

B. Treasury Report – November 30, 2006

C. Special Assessment Report

D. Check Register Summaries

1. General Fund – 12/5/06 – 1/5/07

Ms. Beaugrand stated behind Tab 1 you have the general fund register, check numbers 1332 through 1349. You will see a lot of large numbers here. Please remember we are collecting tax assessments at this point in time and transferring them into investment accounts so that is what all of those account for at this point in time.

On MOTION by Mr. Pincket seconded by Mr. Abbatiello with all in favor the general fund check register, check numbers 1332 through 1349 was approved.

2. Recreation Fund – 12/5/06 - 1/5/07

Ms. Beaugrand stated behind Tab 2 is the recreation fund, check numbers 1882 through 1919.

Mr. Pincket stated the check for Florida Municipal Insurance Trust, this is the second installment, what is the total?

Ms. Beaugrand asked is that monthly or quarterly?

Mr. Oliver responded quarterly.

Mr. Pincket stated that is fine.

Ms. Beaugrand stated there is an entry for the YMCA computer equipment for \$700, what does that represent?

Ms. Hernandez responded we purchased 2 computers, a printer.

Ms. Beaugrand asked is that equipment you were already using?

Ms. Hernandez responded yes.

On MOTION by Mr. Abbatiello seconded by Mr. Pincket with all in favor the recreation fund check register, check numbers 1882 through 1919 was approved.

3. Payroll Summary

Ms. Beaugrand stated behind Tab 3 we have the payroll summary for the general fund which is inclusive of supervisor fees.

On MOTION by Ms. Minnis seconded by Mr. Pincket with all in favor the payroll summary, check numbers 50123 through 50130 was approved.

SIXTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 13, 2007
at 6:00 p.m. @ Community Development
District Administrative Offices**

Ms. Beaugrand stated the next meeting is February 13, 2007 at 6:00 p.m. here.

On MOTION by Ms. Minnis seconded by Mr. Pincket with all in favor the meeting adjourned at 8:06 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson