

**MINUTES OF MEETING  
JULINGTON CREEK PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Julington Creek Plantation Community Development District held a Regular Meeting on January 25, 2022 at 6:00 p.m., at Julington Creek Plantation Club, 350 Plantation Club Parkway, St. Johns, Florida 32259.

**Present were:**

Tom Chambers	Chair
Kevin Gavin	Assistant Secretary
Cindy Howell	Assistant Secretary
Michael Morton	Assistant Secretary

**Also present were:**

Daniel Rom	District Manager
Lauren Gentry	District Counsel
Matt Maggiore	District Engineer
Jeff Branch	Field Operations Manager
Matt Roberts	General Manager
Jay King	Vesta Property Services, Inc. (Vesta)
Roy Deary	Vesta Property Services, Inc. (Vesta)

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER**

Mr. Rom called the meeting to order at 6:02 p.m.

**SECOND ORDER OF BUSINESS**

**ROLL CALL**

Supervisors Chambers, Gavin, Howell and Morton were present, in person. Supervisor Doran was not present.

**THIRD ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

All present recited the Pledge of Allegiance.

***Disclaimer:** These summary minutes are intended to only highlight the topics discussed, items being considered and actions taken.*

**FOURTH ORDER OF BUSINESS**

**PUBLIC COMMENTS (limited to 3 minutes per person)**

Mr. Deary stated his role at Vesta had changed; he was recently promoted to a different managerial position and would no longer attend meetings. Mr. King would issue the monthly reports, effective immediately.

**FIFTH ORDER OF BUSINESS**

**BUSINESS ITEMS [approximate 90 minutes]**

**A. Consideration of Permit Transfers for Stormwater Facilities between District and POA**

Mr. Rom presented District Staff’s Memorandum regarding the Request for Pond Permit Transfer and explained that Pond 18, at the Aquatic Center, is owned by the CDD but permitted to the POA and, similarly, Ponds 51, 76 and 102 are owned by the POA but permitted to the CDD. POA Counsel recently requested a one for three exchange so that the ownerships, permits and maintenance match up. Ms. Gentry stated the CDD is responsible for maintaining Pond 18, which it was already doing.

Conversation ensued regarding pond maintenance, expenses associated with the permit transfers and pond locations.

**On MOTION by Mr. Chambers and seconded by Ms. Howell, with all in favor, transfer of the pond permits and authorizing District Staff to coordinate the transfers of the pond permits, was approved.**

**B. Consideration: Proposal for Stormwater Needs Analysis Reporting**

Mr. Rom presented the England, Thims & Miller, Inc. (ETM) Proposal for Stormwater Management Needs Analysis, in a not-to-exceed (NTE) amount of \$15,000. The first report is due by June 30, 2022; Management would coordinate with the District Engineer and the POA to produce the report.

Mr. Maggiore responded to questions regarding the scope of work, the POA and the County.

**On MOTION by Mr. Chambers and seconded by Mr. Morton, with all in favor, the England, Thims & Miller, Inc. proposal for preparation of the Stormwater Needs Analysis Report, in a NTE amount of \$15,000, was approved.**

Mr. Rom stated the remainder of the agenda items do not require the District Engineer's time and if the Board is amenable, Mr. Maggiore would exit the meeting. Further, Mr. Maggiore was provided with ELM's contact information, with the anticipation that ELM would relay the soft costs to District Staff to facilitate commencing both the Engineer's and Methodology Reports, ahead of the February meeting.

**Mr. Maggiore left the meeting.**

**C. Discussion: Tennis Court Remodel [Scott Miller, Tennis Pro]**

**D. Discussion: Amenity Management Contract**

**I. Vesta Non-Renewal of Optional Year 4**

**II. RFP for Amenity Management Services**

Items 5C and 5D were deferred.

**E. Discussion/Consideration: Swim Pool and Kiddie Pool Options**

Mr. Branch reported that the Health Department recently performed an aquatics inspection and the CDD is being required to install flow meters and add pool chemistry equipment to the kiddie pool. The chemical equipment costs approximately \$1,300 to \$1,500.

Discussion ensued regarding kiddie pool usage, bringing the pools up to code, whether to close off one or both pools and the next budget.

The consensus was to close both the kiddie wading pool at the Recreation Center and the swimming pool at the Aquatics Complex and install signage alerting residents of the pool closures.

**On MOTION by Mr. Chambers and seconded by Mr. Gavin, with all in favor, authorizing Mr. Branch to empty and close the Aquatics Complex swimming pool and the kiddie pool at the Recreation Center and install "Pool Closed" signage at both locations, was approved.**

▪ **Discussion: Skate Park**

**This item, previously Item 5G, was discussed out of order.**

Mr. Branch reported the following usage information:

- June: Average of five users per day.
- July: Average of 8.9 users per day.
- August: Average of 12.6 users per day.
- September: Average of 19.8 users per day.
- October: Average of 24 users per day.
- November: Average of 35 users per day.
- December: Average of 38 users per day.

Mr. Branch stated that the skate park is used more in the cooler months than in the summertime. The conclusion was that overall skate park usage is low, considering it is open from 3:00 p.m. to 8:30 p.m., every day. Asked if he has ever noticed 30 individuals utilizing the skate park at one time, Mr. Branch replied no.

**F. Discussion: Pickleball Options**

Mr. Morton stated, as it relates to the pickleball conversation, the skate park space would be utilized heavily by pickleball players and voiced his opinion that the skate park should be replaced with pickleball courts.

Discussion ensued regarding skate park repairs, the costs of removing the pyramid and leveling the skate park, pickleball popularity at neighboring communities, pickleball court construction and parking needs. Mr. Branch would research the costs to replace the skate park with pickleball courts and the operational costs would be associated with that and issue a report at the next meeting. Mr. Rom would include "Pickleball/Sportsplex" as a discussion item on the next agenda. No decisions were made regarding this item.

**G. Discussion: Skate Park**

**I. Usage**

**II. Renovation Costs**

This topic was discussed following Item 5E.

**H. Discussion: Cloud Storage Options**

Mr. Branch stated he tried contacting former CDD Supervisor Chris Sexton but had little success. He would continue trying to make contact and then confer with Vesta's IT professionals and provide an update at the next meeting.

A Board Member asked Mr. Roberts to ask Mr. Sexton about the risk and the security aspects of cloud storage. Asked if Vesta offers cloud service, Mr. Roberts stated that he would invite Vesta's IT Director to speak about this at a future meeting.

**I. Discussion: Wounded Warrior Project**

• **No-Cost Rental Applications**

Mr. Branch reported the following:

➤ A representative from the Wounded Warrior Project (WWP) recently contacted Vesta inquiring about the CDD partnering with the organization and offering one of the CDD's amenity spaces for events.

➤ If the Board is amenable, the amenity would be used just for WWP event; residents would not be included, so there would be some loss to the community in that regard.

➤ It would be a great way to partner with a charitable organization.

Mr. Chambers stated that, although he is supportive of the organization, he is not in favor of anything that would shut the community down. Asked what exactly was being asked of the CDD, Mr. Roberts stated the organization would appreciate a donated space for a social gathering, which is akin to residents reserving a space, and Vesta could serve as a sponsor and assume responsibility for the usage of the space for a set amount of time, if the Board is amenable.

Discussion ensued regarding resident sponsorship, offering the Aquatics Complex facility if a fundraiser would be held to pay for the space and the possibility of other groups making similar requests of the CDD.

Mr. Roberts would contact the organization to find out the exact request and report his findings. Mr. Rom stated this item would be carried over on the next agenda.

**J. Consideration: Safe Slide Restoration Proposal for Restoration of Water Slide**

Mr. Branch stated the Safe Slide Restoration Proposal was for annual slide maintenance to extend the CDD’s warranty, which ends in May 2022. He reviewed the scope of work and the cost of \$8,084.

Discussion ensued regarding the proposal, length of the warranty, importance of the warranty, preventative maintenance, annual maintenance, cost of a new slide, useful life of the slide and warranty coverage. Mr. Chambers requested additional clarification on the five-year warranty and asked Mr. Branch to coordinate with District Counsel.

**On MOTION by Mr. Gavin and seconded by Mr. Morton, with all in favor, the Safe Slide Restoration Proposal for water slide restoration, in the amount of \$8,084, pending clarification of the warranty terms and acceptance by the Chair, was approved.**

Mr. Rom stated, if the proposal is approved, Ms. Gentry would draft an amendment to the existing agreement.

**K. Consideration: Resolution 2022-03, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2022-03.

Ms. Gentry stated the CDD already has prompt payment policies but those policies were updated to include the two recent changes to the Statutes; the CDD’s policies were updated to stay consistent with the Statutes.

**On MOTION by Mr. Chambers and seconded by Ms. Howell, with all in favor, Resolution 2022-03, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**STAFF REPORTS [approximately 30 minutes]**

**A. Field Operations Manager: *Jeff Branch***

- I. **Landscape Maintenance Report: *Brightview Landscape Services, Inc.***
- II. **Monthly Report**
- III. **Geothermal Pool Heating – Permit Update**
- IV. **CIP**

These items were included for informational purposes.

Mr. Branch reviewed the Monthly Report.

Discussion ensued regarding water usage at the Aquatics Complex and sewage costs. Mr. Branch would provide an update on recurring high sewage costs at the next meeting.

**B. General Manager: *Matthew Roberts***

- **Monthly Report**

Mr. Roberts reviewed the Monthly Report.

Discussion ensued regarding the options for residents of the Greens to buy into the CDD, replacing natural grass with turf in a specific location, turf costs, turf maintenance and pavers.

**C. District Engineer: *England-Thims & Miller, Inc.***

There was no report.

**D. District Counsel: *KE Law Group, PLLC***

Ms. Gentry stated the new legislative season commenced and Staff is monitoring which bills would impact CDDs; an update on bills that are passed would be given at the March meeting.

Ms. Gentry responded to questions regarding items being considered by the legislature, construction-related bills and the Amendment 12 ethics legislation.

**E. District Manager: *Wrathell, Hunt & Associates, LLC***

There was no report.

**SEVENTH ORDER OF BUSINESS**

**CONSENT AGENDA ITEMS [approximately 10 minutes]**

Mr. Rom presented the following Consent Agenda Items:

**A. APPROVAL OF MINUTES**

- **December 15, 2021 Regular Meeting**

**B. ACCEPTANCE OF UNAUDITED FINANCIAL STATEMENTS**

- **As of December 31, 2021**
  - **Check Detail**
  - **Credit Card Activity**

**On MOTION by Mr. Chambers and seconded by Mr. Gavin, with all in favor, the Consent Agenda Items, were approved and accepted.**

## **EIGHTH ORDER OF BUSINESS**

## **SUPERVISORS' REQUESTS**

Ms. Howell asked if there would be a geothermal discussion. Mr. Branch recalled that, at a previous meeting, ELM indicated there might be permitting issues with the geothermal. Staff contacted the vendor and there are no issues.

Ms. Howell asked about allowing residents to vote on site during election time.

The Board and Staff discussed the Supervisor of Elections (SOE) request to rent CDD space for voting purposes, voting concerns at other communities, voting ordinances and whether to invite the SOE to a future meeting. Staff was directed to coordinate and draft a rental agreement.

**On MOTION by Ms. Howell and seconded by Mr. Gavin, with Ms. Howell, Mr. Gavin and Mr. Morton in favor, and Mr. Chambers dissenting, allowing the SOE to use CDD space in August and November 2022, as a no-cost rental, was approved. (Motion passed 3-1)**

Mr. Gavin stated a resident forwarded an email about a fitness advertisement and questioning why Vesta was advertising for another company. Discussion ensued regarding renting a fitness booth, the Sunshine Law and pulling the vendor agreement. Ms. Howell stated that the issue was resolved but she would forward the email to Mr. Roberts.

Mr. Gavin noted that yoga classes are being held at one of the pavilions, without the CDD's permission.

Discussion ensued regarding JCP's unauthorized fitness instruction policy, CDD liability, bolting down pavilion tables, capital plan, budget year, Mr. Branch's report and whether there is a cap for ELM.

**NINTH ORDER OF BUSINESS**

**NEXT MEETING DATE: February 22, 2022 at 6:00 P.M.**

○ **QUORUM CHECK**

The next meeting would be held on February 22, 2022.

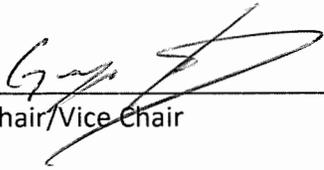
**TENTH ORDER OF BUSINESS**

**ADJOURNMENT**

**On MOTION by Mr. Gavin and seconded by Mr. Morton, with all in favor, the meeting adjourned at 7:59 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

  
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Chair/Vice Chair