

**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 February 28, 2023 at 6:00 p.m., at the Julington Creek Plantation Club, 350 Plantation Club Parkway, St. John's, Florida 32259.

Present were:

George Doran	Chair
Michael Morton	Vice Chair
Daniel Haydu	Assistant Secretary
Patricia Jacob	Assistant Secretary
Luke Jensen (via telephone)	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Lauren Gentry	District Counsel
Jeff Branch	Field Operations Manager
Matt Roberts	General Manager
Jay King (via telephone)	Vesta Property Services, Inc. (Vesta)
Daniel Bauman	BrightView Landscape Services, Inc.
Steve Lovett & Jeff Gibson	Erin Lovett Miller (ELM)
Buck Smoak	Auld & White Constructors
Mary Chapman	Resident
Xi Chen	Resident
Laura Micalizzi	Resident
Julianne Tevlin	Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Rom called the meeting to order at 6:10 p.m. Supervisors Morton, Jacob and Haydu were present. Supervisor Jensen attended via telephone. Supervisor Doran was not present at roll call.

SECOND 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.*

Mr. Rom discussed the protocols and rules for public comments and stated the purpose of today meeting is to discuss the potential bond issuance for the Amenity projects.

Resident Mary Chapman wanted to hear about the amenity enhancements and timeline. She asked if it is finalized or if resident input will be taken. She recalled a past survey and that assessments would increase \$100 a year. She questioned if the bond will cover it. Mr. Rom stated the bond validation cap was approximately \$42 million but it does not mean it will be actuated.

Resident Xi Chen believed residents should have priority over tennis court usage and that the courts are being used more “for profit” than for residents. He asked the Board to consider negotiating court usage with the tennis professional during the next renewal period.

Mr. Haydu noted the Board knows of concerns and will ensure amenities are offered to residents over profitability. This and maintenance oversight will be part of the contract review.

FOURTH ORDER OF BUSINESS

BUSINESS ITEMS [approximately 80 minutes]

A. BrightView Landscape Maintenance and Irrigation Report

The Report will be emailed to the Board.

Mr. Bauman stated areas in need some enhancements are being inspected. He discussed completed and upcoming landscape projects and minor updates to the irrigation system.

Mr. Haydu voiced his opinion that the playground mulch was poorly laid. He asked Mr. Branch to address this with the vendor.

B. Discussion: Amenity Enhancements

The following items were emailed to the Board and Staff and distributed at the meeting.

- I. Updated Renderings *(under separate cover)***
- II. Auld & White Proposal *(under separate cover)***
- III. Construction Timeline *(under separate cover)***
- IV. Financing *(under separate cover)***

Mr. Steve Lovett, of Ervin Lovett Miller (ELM), referenced PowerPoint slides and outlined the design plans for the Amenity Enhancement Project, which is comprised of the Aquatic Complex and Community Park. The updated rendering were based on feedback at the last

meeting and maximize parking and circulation, eliminate existing pedestrian issues and address the lack of presence entering the CDD.

Mr. Doran arrived at the meeting at 6:35 p.m.

Based on the directives from the last meeting, Mr. Doran voiced his opinion that this is a great layout. He wondered about the cost. He felt that ELM did a great job on the redesign.

Mr. Lovett responded to questions about parking, family pool points of entry, dumpster location, pickleball courts and creating an event lawn.

The Board preferred this rendering over the one presented at the last meeting.

Due to technical difficulties, Mr. Jensen was disconnected from the meeting at 6:57 p.m.

Mr. Lovett stated the components can be refined later into detailed phases of design. He introduced Mr. Buck Smoak, of Auld & White Constructors (AWC), a consulting team that would work on the bid, permit and construction process and make sure expenditures are within budget.

Regarding the timeline, Mr. Morton felt that the project will be in a good place if the Board Members document their points of concern specific to the pickleball courts and adult pool area and are in agreement today on the Community Park enhancements. Going forward, additional concerns should be emailed to Mr. Rom.

Mr. Lovett responded to questions, as follows:

- The zero-entry pool replaces the need for a splash pad.

Mr. Jensen rejoined the meeting, via telephone, at 7:05 p.m.

- If the Board wants a different pickleball court location, they might need to eliminate this. Plans call for a play field for the Community Park for non-program activities, such as soccer and other field related games, or outdoor fitness activities, like yoga.
- Regarding the competition pool having more of a presence than the other pools, it will be prevented by the row of palm trees from the Clubhouse to the main and adult pools.
- Restrooms will be in the bar and grill area, the main restroom building and the clubhouse; additional restrooms in the lap pool area can be considered.

On MOTION by Mr. Haydu and seconded by Mr. Morton, with all in favor, the Community Park Conceptual Site Plan presented on 02.28.23, authorizing Ervin Lovett Miller to proceed with the Design Development and Construction Document Phase and the financing, were approved.

Mr. Lovett responded to concerns about the Aquatic Complex Updated Conceptual Site Plan, as follows:

- Regarding if there is room to install pickleball courts near the volleyball courts, it is only possible if the parking lot or an amenity is removed. The next steps are to obtain a new survey in order to create detailed design drawings and to refresh the project costs.

Mr. Morton listed the following Action Items to be included on the next agenda:

- Communication Plan: Mr. Roberts will prepare a plan for residents and swim teams. This will be an ongoing agenda item, updated during meetings and sent to residents monthly.

Mr. Buck Smoak, of AWC, discussed services and processes, working with ELM and the discounted pre-construction proposal fee. Mr. Lovett stated his opinion that AWC is perfect for this project and going out to bid will not yield a better, less expensive price.

Ms. Gentry stated AWC’s proposal is for the comprehensive scope for a Construction Manager at Risk type of service and for pre-construction services, which is very valuable, but the project must still go out to bid. The options are a Request of Qualifications (RFQ) for professional services and Request for Proposals (RFP) for construction services or to engage a Construction Manager at Risk. She discussed the process and scope for each service. Mr. Haydu wants a separate auditor to monitor the project if the procurement and construction team is the same. Mr. Lovett stated the client typically hires an Owner’s Rep to monitor ELM and the contractor.

Discussion ensued regarding the District Engineer certifying projects, requisition process, approving a proposal for pre-construction services up to design development costs, deferring the Construction Manager decision and using unassigned funds until the bond issue in May or June.

- ELM will submit monthly milestone status reports to the Board and attend meetings.
- Mr. Smoak will provide an updated proposal, omitting the design items.

On MOTION by Mr. Doran and seconded by Mr. Haydu, with all in favor, the Auld & White Constructors, LLC proposal for preconstruction services, excluding Construction Manager at Risk services and omitting design items, in substantial form, in a not-to-exceed amount up to \$40,000, subject to legal review, and authorizing the Chair or Vice Chair, in the absence of the Chair, to execute the Agreement, was approved.

- Ms. Gentry will prepare Construction Manager at Risk documents for the next meeting.

➤ Mr. Lovett will work with Mr. Smoak and provide an initial budget for the Amenity Center based on the items discussed and update each milestone.

Ms. Gentry presented the financing options from MBS Capital Markets, LLC. She discussed the benefits of a single bond issue or two bond issues and responded to questions about the bond validation process, Underwriters, preparation of the Delegation Award Resolution and the supporting documents. Once finalized, it will take 45 to 75 days to close on the bonds.

Discussion ensued regarding the Capital Improvement Plan (CIP), current assessments, memorandum sent to property owners, future assessments and capitalized interest period.

On MOTION by Mr. Doran and seconded by Mr. Morton, with all in favor, the Aquatic Center Design presented on 02.28.23, authorizing Ervin Lovett Miller to proceed with the schematic design/design development phase and construction documents and proceeding with financing, were approved.

Ms. Gentry suggested a motion to proceed with a single bond issuance. Mr. Haydu stated he was not comfortable making a decision between a single or multi bond issue without having the figures. Ms. Gentry stated this would allow them to start drafting the documents and the numbers can be inserted when received; this will reduce some of the lead time.

On MOTION by Mr. Haydu and seconded by Mr. Doran, with all in favor, proceeding with a single bond issuance, instead of a split series, was approved.

Mr. Doran recapped the directives for the next meeting, including the following:

- AWC will work with ELM to provide the construction estimate cap.
- ELM will proceed with the Aquatic Center Design and the Community Park Design.
- Mr. Lovett will provide contact information for Owner Reps to Mr. Rom to research cost.
- Mr. Roberts will work with Mr. Haydu to draft the Amenity & Park Enhancement Communication Plan for Ms. Gentry and Mr. Rom to review before emailing it to property owners. A project-specific email address will be created. This will be an ongoing agenda item to be updated and emailed monthly to residents and property owners.
- Ms. Gentry will include Construction Manager at Risk documents on the next agenda.
- Mr. Lovett will provide a draft monthly report.

- Board Members will submit feedback on the adult pool, pickleball, splash pad and water feature. Mr. Rom will organize bullet points for each project and update it monthly. This will be an ongoing agenda item.
- Mr. Roberts will work on projected operating costs based on the new plan.
- Mr. Roberts will review the Tennis Agreement/Contract and present a synopsis of issues to address at the next meeting.
- Mr. Roberts will give a one-page summary of year-to-date and monthly Aquatics Center project expenditures to Mr. Rom to email to the Board. This will be an ongoing agenda item.

Per Mr. Lovett, the hope is for the pool to be closed for one season and re-open for the 2025 swim season. ELM will want surveys for the Park and Aquatics Facility.

- Mr. Rom will obtain the last survey from Matt Maggiore and proposals for future surveys.

FIFTH ORDER OF BUSINESS

STAFF REPORTS [approximately 5 minutes]

A. Field Operations Manager: *Jeff Branch*

I. Monthly Report

II. CIP

These items were included for informational purposes.

Mr. Branch has budget concerns. Some expenses are under budget but others are substantially higher than expected, so he is spreading out non-priority projects.

Mr. Morton asked Mr. Branch to have the flickering light behind the tennis court repaired.

B. General Manager: *Matthew Roberts*

• Monthly Report

Regarding requests for JCP apparel, Mr. Roberts will present vendor and pricing at the next meeting. Mr. Roberts expects “Cooper Park” and other new signage to arrive soon. Upon receipt, he will coordinate with Mr. Morton on pictures and with Mr. Rom on notifying the Jacksonville News.

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

There was no report.

D. District Counsel: *Kilinski|Van Wyk, PLLC*

Ms. Gentry stated her firm’s name changed from KE Law Group to Kilinski|Van Wyk.

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

There was no report.

SIXTH ORDER OF BUSINESS

CONSENT AGENDA ITEMS [approximately 5 minutes]

Mr. Rom presented the following Consent Agenda Items:

A. APPROVAL OF MINUTES

- **January 24, 2023 Regular Meeting**

Line 94: Change “6:46” to “6:00”

B. ACCEPTANCE OF UNAUDITED FINANCIAL STATEMENTS

- **As of January 31, 2023**
 - **Check Detail**
 - **Credit Card Activity**

Mr. Jensen left the meeting at 8:57 p.m.

On MOTION by Mr. Doran and seconded by Mr. Haydu, with all in favor, the Consent Agenda Items, as amended and presented, were approved and accepted.

Mr. Haydu recalled that there was not enough pool furniture last summer. Mr. Branch stated the furniture arrived after season, due to shipping delays.

SEVENTH ORDER OF BUSINESS

SUPERVISORS’ REQUESTS

There were no Supervisors’ requests.

EIGHTH ORDER OF BUSINESS

NEXT MEETING DATE: March 28, 2023 at 6:00 P.M.

- **QUORUM CHECK**

NINTH ORDER OF BUSINESS

ADJOURNMENT

On MOTION by Mr. Doran and seconded by Mr. Morton, with all in favor, the meeting adjourned at 8:58 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair