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**MINUTES OF MEETING**

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**MAGNOLIA WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Magnolia West Community Development District was held on **Tuesday, July 11, 2017 at 3:30 p.m.** at the Magnolia West Amenity Center located at 3490 Canyon Falls Drive, Green Cove Springs, and FL. 32043.

Present and constituting a quorum:

Bob Porter	<b>Board Supervisor, Chairman</b>
Curtis Hart	<b>Board Supervisor, Vice Chairman</b>
Jan Doan	<b>Board Supervisor, Assistant Secretary</b>
Mark Dearing	<b>Board Supervisor, Assistant Secretary</b>
James Teagle	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams</b>
Tony Shiver	<b>First Coast CMS</b>
Kyle Kubik	<b>Yellowstone Landscape</b>

Audience present

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Porter opened the Board of Supervisors Meeting at 3:36 p.m. and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience questions.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held April 11, 2017**

On a motion by Mr. Hart, seconded by Mr. Dearing, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held April 11, 2017 for the Magnolia West Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for March 2017, April 2017 and May 2017**

On a motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board ratified the operations and maintenance expenditures for March 2017 in the amount of \$16,422.10, April 2017 in the amount of \$21,944.68 and May 2017 in the amount of \$21,615.60 for the Magnolia West Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
  
- B. District Engineer
  - 1.) Acceptance of 2017 Annual District Engineer Report

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the 2017 Annual District Engineer Report for the Magnolia West Community Development District.

2.) Update on Additional Ponds

Ms. Gallagher updated the Board that the final item (as built certification) has been received by the district engineer and he is in the process of finalizing the report for the transfer.

- C. Amenity Manager Report  
Mr. Shiver updated the Board that R Champ Fencing who was the contractor approved to raise the Amenity Center gates on February 14 is no longer interested in the job. He has received another proposal from Manning Custom Works in the amount of \$3,100.00. He is also working on a pump repair and paver repair.
- D. Landscape Report  
Mr. Kubik provided a verbal update and was available to answer any questions.
- E. District Manager
  - 1.) Update on Number of Registered Voters  
Ms. Gallagher updated the Board that as of April 15, 2017 there were 333 registered voters in the district per correspondence received from Clay County Supervisor of Elections. Ms. Gallagher then went back to the proposal from Manning Custom Works found under Mr. Shiver's report to raise the gates at the Amenity Center. The discussion ensued.

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the proposal from Manning Custom Works in the amount of \$3,100.00 for the Magnolia West Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Amenity Window Tint Proposal**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved Ray's Commercial tint proposal in the amount of \$1,147.50 for the Magnolia West Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Amenity Center Sidewalk Repairs**

On a motion by Mr. Doan, seconded by Mr. Teagle, with all in favor, the Board approved the proposal from Rainbow Concrete to repair 21 locations of sidewalk at the Amenity Center in the amount of \$1,850.00 for the Magnolia West Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Yellowstone Landscape Agreement Renewal Proposal**

On a motion by Mr. Dearing, seconded by Mr. Hart, with all in favor, the Board approved Yellowstone Landscape renewal proposal in the amount of \$24,300.00 annually starting October 1<sup>st</sup>, 2017. The additional pond maintenance was approved at an additional annual cost of \$4,357.50 once three new ponds are added for Magnolia West Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Lake Doctors Aquatic Management Agreement Renewal Proposal**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the renewal proposal from Lake Doctors in the amount of \$2,940.00 annually which will be effective August 1, 2017 through September 30, 2018. Additional pond maintenance was approved at an additional annual cost of \$1,800.00 once three new ponds are added for Magnolia West Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Poolsure Water Management Agreement Renewal Proposal**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the renewal proposal from Poolsure for twelve months beginning August 1, 2017 at a cost of \$7,200.00 annually for Magnolia West Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of First Coast CMS Agreement Renewal Proposal**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the renewal proposal from First Coast CMS effective October 1, 2017 at an annual cost of \$43,008.00 for Magnolia West Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-08, Regarding Investment Policy**

On a motion by Mr. Hart, seconded by Mr. Dearing, with all in favor, the Board adopted Resolution 2017-08, Regarding Investment Policy for Magnolia West Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-09, Setting the Date, Time and Location of Fiscal Year 2017/18 Regular Meetings**

The Board adopted Resolution 2017-09, setting quarterly meetings for November 14, 2017, February 13, 2018, May 8, 2018 and July 10, 2018 to begin at 3:30 p.m. at the Magnolia West Amenity Center (Exhibit A).

On a motion by Mr. Doan, seconded by Mr. Teagle, with all in favor, the Board adopted Resolution 2017-09, Setting the Date, Time and Location of Fiscal Year 2017/2018 Regular Meetings for Magnolia West Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Amenity Facility Policy  
Amendments**

On a motion by Mr. Hart seconded by Mr. Teagle, with all in favor, the Board amended to note Guest Policy as five guests per lot rather than five guests per resident or non resident for Magnolia West Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Policy Relating to Overnight  
Parking & Parking Enforcement**

On a motion by Mr. Doan seconded by Mr. Hart, with all in favor, the Board adopted the policy relating to parking enforcement noting that the entire Amenity Center parking lot is a tow away zone and there is no designated overnight parking for Magnolia West Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2017/2018 Final  
Budget**

i.) Consideration of Resolution 2017-10, Approving the Final Budget for Fiscal Year 2017/2018

On a Motion by Mr. Dearing, seconded by Mr. Hart, with all in favor, The Board opened the Public Hearing for Magnolia West Community Development District.

An audience member had a question about the contingency line and special events.

On a Motion by Mr. Hart, seconded by Mr. Dearing, with all in favor, The Board closed the Public Hearing for Magnolia West Community Development District.

On a Motion by Mr. Hart, seconded by Mr. Teagle, with all in favor, the Board adopted Resolution 2017-10, approving the Final Budget for Fiscal Year 2017/2018 for Magnolia West Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-11, Imposing  
Special Assessments & Certifying the Roll**

The Board adopted Resolution 2017-11, Imposing Special Assessments and Certifying the Roll. Mr. Haber notes that the unplatted property is assessed at a lower level and platted at a higher level.

On a motion by Mr. Hart seconded by Mr. Dearing, with all in favor, the Board adopted Resolution 2017-11, Imposing Special Assessments and Certifying the Roll for Magnolia West Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Mr. Porter noted that the entry way across from the current Magnolia West entrance will have a sign noting "The Preserve at Magnolia West". They will also add a sign to the south entrance that says "Magnolia West". DR Horton will landscape and will ask the District to maintain.

There were no supervisor comments.

**NINTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Doan, seconded by Mr. Dearing, with all in favor, the Board of Supervisors adjourned the meeting at 4:06 p.m. for the Magnolia West Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

**EXHIBIT "A"**

**BOARD OF SUPERVISORS MEETING DATES  
MAGNOLIA WEST COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2017/2018**

- November 14, 2017
- February 13, 2018
- May 8, 2018
- July 10, 2018

All meetings will convene at **3:30 p.m.**

at the **Magnolia West Amenity Center,**  
located at **3490 Canyon Falls Drive, Green Cove Springs FL. 32043.**