

**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.*

**WORLD COMMERCE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of World Commerce Community Development District was held on **Tuesday, October 17, 2017 at 9:00 a.m.** at the St. Johns County Airport Authority Meeting Room Facility located at 4730 Casa Cola Way, St. Augustine, Florida 32095.

Present and constituting a quorum:

Curtis Robinson	<b>Board Supervisor, Chairman</b>
Liz Pappaceno	<b>Board Supervisor, Vice Chairman</b>
Karen McNairn	<b>Board Supervisor, Assistant Secretary</b>
Ken Hall	<b>Board Supervisor, Assistant Secretary</b>
Jeff Silagy	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Ryan Stilwell	<b>District Engineer, Prosser</b> (via speaker phone)
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b> (via speaker phone)
Michael Cills	<b>Representative, Steinman &amp; Co.</b> (via speaker phone)
Billy Buerki	<b>Account Manager, Brightview Landscaping</b>
Rodney Hicks	<b>Associate Branch Manager, Brightview Landscaping</b>

No audience present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Gallagher called the meeting to order at 9:05 a.m. and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There was no audience present for comments

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting Held On  
August 15, 2017**

On a motion by Ms. Pappaceno, seconded by Mr. Robinson, with all in favor, the Board approved the Minutes of the Board of Supervisors' regular meeting held on August 15, 2017 for World Commerce Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Audit meeting held on August 15, 2017**

On a motion by Ms. Robinson, seconded by Mr. Silagy, with all in favor, the Board approved the Minutes of the Board of Supervisors' Audit meeting held on August 15, 2017 for World Commerce Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for August 2017**

On a motion by Mr. Robinson, seconded by Ms. McNairn, with all in favor, the Board ratified the Operations and Maintenance Expenditures for August 2017 in the amount of \$29,088.44 for World Commerce Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report
- B. District Engineer  
No report
- C. Landscape  
Mr. Buericki reviewed report found under Tab 4 of the agenda and Mr. Hicks provided an update regarding the irrigation pump.
- D. District Manager
  - i.) Charles Aquatics Report, October 3, 2017  
Ms. Gallagher reviewed Charles Aquatics report found under Tab 5. She also updated the Board that the gate to allow access for the lift station preventative maintenance will be installed next week and she is still waiting for an update regarding the claim filed for lightening damage to the irrigation system.

Ms. Gallagher announced the next meeting will be held January 16, 2018 at 9:00 a.m.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Approval of Fiscal Year 2017/2018 District Insurance Policy**

On a motion by Mr. Silagy, seconded by Ms. McNairn, with all in favor, the Board ratified approval of Fiscal Year 2017/2018 District Insurance Policy proposal from Egis in the amount of \$8,421.00 for World Commerce Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Charles Aquatics Cattail  
Removal Proposal**

This item was tabled.

**NINTH ORDER OF BUSINESS**

**Consideration of Preventative  
Maintenance Proposal for Fountain**

On a motion by Mr. Robinson, seconded by Ms. Pappaceno, with all in favor, the Board approved proposal (exhibit A) from Innovative Fountain & Lake Services for fountain preventative maintenance twice monthly at a monthly cost of \$320.00 for World Commerce Community Development District.

**TENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

There were no audience members present for comments.

No supervisor comments.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Ms. McNairn, seconded by Mr. Robinson, with all in favor, the Board adjourned the meeting at 9:27 a.m. for World Commerce Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman



## STATIONARY FOUNTAIN MAINTENANCE PROPOSAL

Prepared on: October 13<sup>th</sup> 2017

Prepared by: Innovative Fountain and Lake Services  
450-106 State Road 13 N  
St. Johns, FL 32259  
Phone: (904) 551-1017  
Fax: (904) 551-1234  
Email: [customerservice@innovativefountainservices.com](mailto:customerservice@innovativefountainservices.com)  
Website: [www.innovativefountainservices.com](http://www.innovativefountainservices.com)

Prepared for: Rodney Hicks

Project: World Commerce Center

We are pleased to offer you the following proposal for the World Commerce Center project. Please do not hesitate to contact us if you have any questions.

### GENERAL SCOPE OF WORK:

Innovative Fountain and Lake Services proposes to furnish all labor, materials, tools, and travel costs to complete the scope of work as described below on a twice a month basis. The contract period for this service will be one year. Either party may terminate this agreement at any time by providing 30 days prior written notice to the other. The following is a general list of specific inclusions and exclusions.

### INCLUSIONS:

1. Clean tile.
2. Vacuum interior surfaces.
3. Clean display heads.
4. Clean cartridge filter.
5. Clean suction strainer baskets on all three pumps.
6. Adjust display valves as needed.
7. Wash down pump pit.
8. Test sump pump.
9. Test pump circuits.
10. Tighten electrical connections in control panel.
11. Reset timers as needed.

**EXCLUSIONS:**

1. Labor or parts other than described in the inclusions.
2. Add chemicals as needed. To be billed separately.

All the above procedures meet and or exceed all fountain manufactures recommended maintenance programs insuring proper maintenance during manufacture warranty period.

**Our price, based on the scope of work that is described above is:      320.00 Monthly**

**TERMS OF THIS PROPOSAL:**

Work will be billed monthly with the balance due net 15. This proposal is good for 30 days.

Sincerely,

Jacob Fisher

**ACCEPTANCE:**

I \_\_\_\_\_ accept the terms of this maintenance proposal as described above.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_