

**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.*

**HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Heritage Landing Community Development District was held on **Thursday, September 10, 2015 at 10:00 a.m.** at the Heritage Landing Amenity Center, located at 370 Heritage Landing Parkway, St. Augustine, Florida 32092.

Present and constituting a quorum:

Bret Sovine	<b>Board Supervisor, Chairman</b>
Kathy Shippey	<b>Board Supervisor, Vice Chairman</b>
Elmer Bley	<b>Board Supervisor, Assistant Secretary</b>
Virginia Moore	<b>Board Supervisor, Assistant Secretary</b>
Dallas Dunn	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>Hopping Green &amp; Sams, P.A. (via speakerphone)</b>
Preston Doub	<b>District Engineer, England-Thims &amp; Miler</b>
Dave Porter	<b>Operations Manager, Rizzetta Amenity Services, Inc.</b>
Jimmy Edmonds	<b>Vesta</b>
Dave Bissonnette	<b>Vesta</b>
Dan Fagen	<b>Vesta</b>
Todd Myhill	<b>Vesta</b>
Denise Powers	<b>Vesta</b>
Jen Mabus	<b>ValleyCrest, Arborist</b>

Audience Members **Present**

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Sovine called the meeting to order at 10:03 a.m. read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience comments on agenda items.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting held on  
August 13, 2015**

**Correction to the Minutes of the Board of Supervisors' Regular meeting held on  
August 13, 2015.**

On page 1 add Preston Doub to Roll Call.

On a motion by Mr. Dunn, seconded by Ms. Moore, with all in favor, the Board approved the Minutes of the Board of Supervisors Regular Meeting, as amended, held on August 13, 2015 for Heritage Landing Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for July 2015**

On a motion by Mr. Bley, seconded by Mr. Dunn, with all in favor, the Board ratified the operations and maintenance expenditures for July 2015 in the amount of \$104,778.53 for Heritage Landing Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No Report.
  
- B. District Engineer

Mr. Doub updated the Board of Supervisors that FPL declined RV's or boats to be parked in additional parking lot by powerlines due to height safety issues pertaining to Right of Way Guidelines. He reviewed another option to move the basketball court and then create 83 spaces by the RV lot. The Board requested cost information.

- C. Landscape and Maintenance Report

Mr. Porter reviewed his first Landscaping Reports under Tab 3.

- D. ValleyCrest Landscaping

Mr. Buerki reviewed August Report under Tab 4.

### Hawthorne Replacement Proposal

On a motion by Ms. Shippey, seconded by Mr. Dunn, the Board of Supervisors approved ValleyCrest Hawthorne Replacement Proposal in the amount of \$661.00 for Heritage Landing Community Development District.

Ms. Mabus, certified arborist with ValleyCrest, reviewed proposal under Tab 6

Discussion ensued.

On a motion by Ms. Moore, seconded by Ms. Shippey, the Board of Supervisors approved the tree pruning along Heritage Landing Parkway to meet St. Johns County Ordinance requirements in the amount of \$3,600.00 for Heritage Landing Community Development District.

All other services will be reviewed at a later date and placed in future budgets.

Ms. Dobbins requested a threshold amount to be approved for any landscape replacement proposals that derive from the monthly landscape inspections. The Board approved a threshold of \$1,500 for the District Manager to execute on behalf of the Board for landscape replacement proposals.

C. Amenity Center Manager

Mr. Fagen announced the transition of Todd Myhill and Jimmy Edmonds moving on to other communities and presented Denise Powers as the new Amenity Manager and Dave Bissonnette as the new Field Manager. This transition of staff will take place October 1, 2015

D. Field Manager

Mr. Edmonds will have proposals next meeting for additional vinyl pool lounge chairs. He stated the bridge, movie theater and pier should be completed by October 15, 2015

### Scaffold Proposal

Discussion ensued.

On a motion by Ms. Moore seconded by Mr. Bley, with all in favor, the Board approved a scaffold purchase, in the amount of \$872.96, for Heritage Landing Community Development District.

E. District Manager

Ms. Dobbins noted that the last fence was still on CDD property. The Board of Supervisors requested counsel to send a letter if not moved by September 20, 2015.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Final Arbitrage Rebate  
Calculation Series 2005, for the Period  
ended April 27, 2015 (under separate cover)**

Report indicated a negative cumulative Rebate Requirement of (\$538,568.89).

On a motion by Mr. Bley, seconded by Mr. Dunn, with all in favor, the Board accepted the Final Arbitrage Rebate Calculation Series, 2005 for the Period Ended April 27, 2015 for the Heritage Landing Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Amendment to the Vesta  
(ASG) Agreement**

Ms. Dobbins noted this amendment ratifies the Boards approval from the previous meeting to extend Vesta's maintenance services an additional three years to September 30, 2018.

On a motion by Mr. Bley, seconded by Ms. Shippey,, with all in favor, the Board accepted the Amendment to the Vesta Agreement for the Heritage Landing Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

**Audience Comments:**

A question on what the parking policy is on common property.

A question about the sign policy for garage sales or open house.

A question asking to change the No Parking signs to be decorative signs.

**Supervisor Requests:**

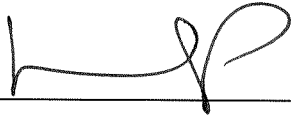
Mr. Bley requesting bids on remaining tree trimming proposals.

Ms. Moore questioned ballfield usage.

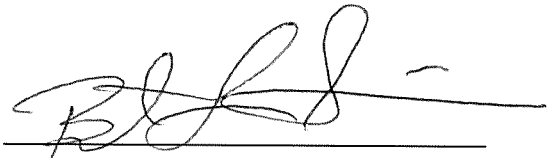
**NINTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Sovine, seconded by Ms. Moore, with all in favor, the Board adjourned the meeting at 11:56 a.m. for Heritage Landing Community Development District.



Secretary / Asst. Secretary



Chairman / Vice Chairman