

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 Heritage Landing Community Development District was held on Thursday, April 13, 2017 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	Board Supervisor, Chair
Virginia Moore	Board Supervisor, Vice Chair
Dallas Dunn	Board Supervisor, Assistant Secretary
Timothy Fleming	Board Supervisor, Assistant Secretary
Johnny "John" Kuca	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	Hopping Green & Sams, P.A. (via speakerphone)
Denise Powers	Vesta
Dave Bissonnette	Vesta
Dan Fagen	Vesta
Rodney Hicks	Brightview Landscaping
Billy Buerki	Brightview Landscaping
Scott Green	Rizzetta & Company

Audience Members **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Sovine called the meeting to order at 10:01 a.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Audit Committee Meeting held March 9, 2017

On a motion by Ms. Moore, seconded by Mr. Dunn, with all in favor, the Board approved the minutes of the Audit Committee meeting held March 9, 2017 for Heritage Landing Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors Regular Meeting held March 9, 2017

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 held March 9, 2017 for Heritage Landing Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for February 2017

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board ratified the Operation and Maintenance Expenditures for February 2017 in the amount of \$84,490.42 for Heritage Landing Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber updated the Board that on site staff was having some difficulties with trespassing minors, who had been suspended, with the St Johns County Sheriff's office. He has recently been exchanging emails with them to help explain the difference between HOA and CDD. The sheriff who he was working with acknowledged the difference and was in agreement that the St Johns County Sheriff's office should be able to trespass on CDD property. He was going to review this information with the Sheriff's Counsel and get back with him.

B. District Engineer

Ms. Dobbins stated that Preston Doub will have some RV lot paving bids for the Board to review at the next meeting.

C. Landscape and Maintenance

i.) Field Inspection Report

Ms. Dobbins introduced Scott Green (Rizzetta's Field Inspection Manager). Scott reviewed his report under Tab 4.

ii) Landscape Report, March 28, 2017

Billy Buerki reviewed report under Tab 5.

Rodney Hicks updated the Board that he received a price of \$23,000 for a VFD for one of the irrigation pumps. He will continue to research to get a second proposal.

iii) Consideration of Berm at the end of River City Proposal

After discussion, the Board approved Berm Enhancement/Repair proposal in the amount of \$2,134.36.

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board approved Berm Enhancement/Repair proposal in the amount of \$2,134.36 for Heritage Landing Community Development District.

D. Amenity Center Manager Report

Denise Powers introduced Arthur Newsome and Michael Hillbeck, representatives of G4S. The Board reviewed current issues with youth being challenged by the officers. Mr. Newsome noted that further training models will be reviewed to help these matters.

Denise reviewed report and procedure to start access control update. The Board directed Denise to send out e-blast to all residents and cut off access in blocks over the next 3 months. The Board also directed the District Manager to pay Synergy's final payment for install of new system.

The Board also reviewed recent community issue with short term rentals and requested Mr. Haber to research if rights could be prohibited or having homeowner responsible for their actions.

E. Facility Maintenance Report

Dave Bissonnette reviewed that he needs to re-address replacing pool filters which were put on hold until it was necessary. After discussion, the Board approved an amount, not to exceed \$2,100.00, to replace the pool filters.

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board approved an amount, not to exceed \$2,100.00, to replace the pool filters for Heritage Landing Community Development District.

Dave updated the Board that the fire sprinkler system was inspected. Wayne Sprinkler provided a report and proposal for deficiencies at a fee of \$3,600.00. He is also working on getting a second bid. After discussion, the Board approved an amount not to exceed \$3,600.00, subject to Dave reviewing the second bid.

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board approved fire sprinkler deficiencies proposal in an amount not to exceed \$3,600.00, subject to Dave reviewing the second bid, for Heritage Landing Community Development District.

The Board also authorized Mr. Kuca to review any additional proposals for any sprinkler heads that must be replaced before the next meeting after testing report is received.

- i.) Charles Aquatics Pond Service Report, March 29, 2017
- ii.) Charles Aquatics Fountain Service Report, March 17, 2017
- iii.) Consideration of Charles Aquatics Fountain Repair Proposal

After discussion, the Board approved Charles Aquatics Fountain Repair Proposal in the amount of \$2,865.00.

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board approved Charles Aquatics Fountain Repair Proposal in the amount of \$2,865.00 for Heritage Landing Community Development District.

F. District Manager

Ms. Dobbins provided the Board with the Insurance Inspection report which took place on March 9, 2017. Dave Bissonnette noted items already handled and that others will be further reviewed and proposals brought back to the Board if necessary.

Ms. Dobbins updated the Board that she received the first quarter of 2017 Vending Machine Revenue check in the amount of \$216.75.

SEVENTH ORDER OF BUSINESS

Consideration of Retaining Wall Repair Proposals

After discussion and review of proposals under Tab 12, the Board approved Paving Stone Concepts in the amount of \$12,480.00.

On a motion by Mr. Kuca, seconded by Mr. Dunn, all in favor, the Board approved Paving Stone Concepts proposal in the amount of \$12,480.00 for Heritage Landing Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Gym Floor Replacement Proposal

After discussion, the Board approved First Place Fitness proposal in the amount of \$4,961.09.

On a motion by Mr. Kuca, seconded by Mr. Dunn with all in favor, the Board approved First Place Fitness proposal in the amount of \$4,961.09 for Heritage Landing Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Gym Equipment Replacement Proposals

After discussion, the Board approved First Place Fitness proposal in the amount of \$5,248.50.

On a motion by Mr. Kuca, seconded by Mr. Dunn with all in favor, the Board approved First Place Fitness proposal in the amount of \$5,248.50 for Heritage Landing Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Speaker System Upgrade Proposal

This item was tabled.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Financial Report for Fiscal Year ended
September 30, 2016**

On a motion by Mr. Dunn, seconded by Mr. Kuca, with all in favor, the Board accepted the Financial Report for the Fiscal Year ended September 30, 2016 for Heritage Landing Community Development District .

TWELFTH ORDER OF BUSINESS

Discussion Regarding Amenity Policies

Mr. Kuca and Ms. Moore discussed policies with the Board that they recommend could use some updating. In conclusion, the Board approved to allow golf carts that are licensed and street legal and obey the laws of St. Johns County, in the CDD parking lot. Also, chairs will be allowed around the tennis court and cut-offs will be removed from attire that is prohibited.

On a motion by Ms. Moore, seconded by Mr. Kuca, all in favor, the Board approved to allow golf carts that are licensed and street legal and obey the laws of St. Johns County, in the CDD parking lot. Also, chairs will be allowed around the tennis court and cut-offs will be removed from attire that is prohibited for Heritage Landing Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

There was a question on pond signs.

There was a question on the playground time frame.

There was a comment regarding a tree in the conservation area with in the Legacy.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Dunn, seconded by Mr. Fleming, with all in favor, the Board adjourned the meeting at 12:44 p.m. for Heritage Landing Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman