

**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, August 10, 2017 at 6:00 p.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, Chair (via speaker phone)</b>
Virginia Moore	<b>Board Supervisor, Vice Chair</b>
Dallas Dunn	<b>Board Supervisor, Assistant Secretary</b>
Timothy Fleming	<b>Board Supervisor, Assistant Secretary</b>
Johnny "John" Kuca	<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.</b>
Denise Powers	<b>Vesta</b>
Dave Bissonnette	<b>Vesta</b>
Dan Fagen	<b>Vesta</b>
Billy Buerki	<b>Brightview Landscaping</b>

Audience Members	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 6:01 p.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 Board of Supervisors Regular Meeting held July 13, 2017**

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board approved the minutes of the Board of Supervisors regular meeting held July 13, 2017 for Heritage Landing Community Development District.
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**FOURTH ORDER OF BUSINESS****Ratification of the Operation and Maintenance Expenditures for June 2017**

On a motion by Ms. Moore, seconded by Mr. Fleming, with all in favor, the Board ratified the Operation and Maintenance Expenditures for June 2017 in the amount of \$121,846.76 for Heritage Landing Community Development District.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

Mr. Haber updated the Board that he is still reviewing if the district is allowed to build a dog park per the development order. He will have more information at the next meeting.

**B. District Engineer**

Not present.

**C. Landscape and Maintenance**

1.) Field Inspection Report, July 25, 2017

i.) Mr. Buerki presented responses to the Field Inspection Report (Exhibit A).

2.) Brightview Landscape Report, August 2, 2017

i.) Mr. Buerki reviewed the report under Tab 4. There were request that he review the soccer field and Community Development District common areas within the Legacy section of the community.

**D. Amenity Center Manager Report**

Ms. Powers reviewed the report under Tab 5.

**E. Facility Maintenance Report**

Mr. Bissonnette reviewed the report under Tab 6 and highlighted that the pool motor had to be replaced and he started to pressure wash the sidewalks after the machine was fixed.

1.) **Discussion Regarding Solar Light Pole**

i.) Mr. Bissonnette noted this would be an option to illuminate the median where the newer crosswalk is located. Ms. Dobbins updated the Board of Supervisors that she reached out to the District Engineer, Preston Doub, if the county would authorize this and noted that Mr. Doub forwarded an email to her from a county representative stating that it would require a permit. The Discussion ensued. The Board approved the installation of the solar light, not to exceed \$500.00 plus the cost of the permit.

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board approved the installation of the solar light, not to exceed \$500.00, plus the cost of the permit for Heritage Landing Community Development District.

**2.) Consideration of Approve Charles Aquatics Pond 1 Fountain Repair Proposal**

- i.) After discussion, the Board approved Charles Aquatics Option B to replace Pond 1 Fountain with a new motor, subject to removing any sales tax.

On a motion by Mr. Dunn, seconded by Mr. Fleming, with all in favor, the Board approved the Charles Aquatics Fountain Replacement Proposal, not to exceed \$4,082.00 for Heritage Landing Community Development District.

**F. District Manager**

Ms. Dobbins announced the next meeting is scheduled for September 14, 2017 at 10:00 a.m.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-08, Amending Resolution 2017-07 to Re-Set the Public Hearing for Rules Development**

Ms. Dobbins updated the Board that due to an error with the newspaper that the Public Hearing on the Development of New Rules & Fees will be postponed until the September 14, 2017 meeting. However, due to audience attending today's meeting anticipating they could provide comments the Board will allow comments to be made today as well.

Audience members made the following comments:

There were concerns regarding current status of the RV Reserve and what amounts were already used.

An audience member requested more detail on actual year to date RV expenses and an outline of options on the percentage of increases and the time it will take to recoup the cost if the RV Lot paving repair was completed at a specific time.

An audience member had concerns that limiting to only twice per year for a homeowner to be able to transfer their amenity privileges to a tenant would be unfair if there was an issue with a tenant.

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board adopted Resolution 2017-08, Amending Resolution 2017-07 to Re-Set the Public Hearing for Rule Development for Heritage Landing Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-09,  
Designating Primary Administrative Office**

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board adopted Resolution 2017-09, Designating Primary Administrative Office for Heritage Landing Community Development District.

**EIGHTH ORDER OF BUSINESS**

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

On a Motion by Mr. Dunn, seconded by Mr. Kuca, with all in favor, the Board opened the Public Hearing for Heritage Landing Community Development District.

No audience comments were made.

On a Motion by Mr. Dunn, seconded by Mr. Kuca, with all in favor, the Board closed the Public Hearing for Heritage Landing Community Development District.

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

On a Motion by Mr. Fleming, seconded by Mr. Dunn, with all in favor, the Board adopted Resolution 2017-10, adopting the Final Budget for Fiscal Year 2017/2018 for Heritage Landing Community Development District.

**NINTH ORDER OF BUSINESS**

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

On a motion by Mr. Dunn, seconded by Mr. Kuca, with all in favor, the Board adopted Resolution 2017-11, Imposing Special Assessments and Certifying the Assessment Roll for Heritage Landing Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Vesta Amenity,  
Management Staffing Renewal & Off  
Duty Sheriff Renewal**

Mr. Fagen reviewed the one year renewal staffing proposal and for the off duty sheriff under Tab 13.

Discussion ensued.

On a motion by Mr. Dunn, seconded by Mr. Sovine, with all in favor, the Board approved Vesta's 1 year renewal for Amenity Management Staffing in the amount of \$275,030.00 and for the Off Duty Sheriff services in the amount of \$17,580.00 for Heritage Landing Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Audience Members had comments regarding changing back the age for a minor to be able to use the pool and gym to 14 years old and/or when does the Board anticipate they will review this policy in the future.

An audience member noted that he would like brighter street lights.

No supervisor comments.

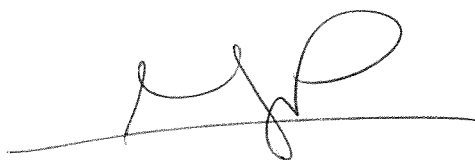
**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Fleming, seconded by Mr. Dunn, with all in favor, the Board adjourned the meeting at 8:13 p.m. for Heritage Landing Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

A handwritten signature in black ink, appearing to be the initials 'MJP', written over a horizontal line.A handwritten signature in black ink, appearing to be 'B. L. I.', written over a horizontal line.

# Heritage Landing

## Field Inspection Report Response

1. 8-2-17
2. 8-2-17
3. Complete
4. Weekly
5. Beds are edge BiWeekly
6. 8-18-17
7. 8-4-17
8. 8-18-17
9. 8-18-17
10. Scheduled for treatment and follow up treatment this month will monitor area to ensure it is weed free.
11. 8-25-17
12. 8-4-17
13. 8-4-17
14. 8-18-17
15. 8-14-17
16. 8-14-17
17. Monitor weekly to insure it stays free of weeds
18. Weekly
19. Weekly
20. 8-15-17
21. 8-18-17
22. 8-8-17