

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, March 9, 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
Audience Members	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Sovine called the meeting to order at 10:14 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 Board of Supervisors Regular Meeting held February 9, 2017

Board Supervisor Kuca requested a change to page one to state Johnny "John" Kuca and correct Johns to John. Also to correct page four from chair's to chairs.

On a motion by Mr. Dunn, seconded by Mr. Sovine, with all in favor, the Board approved the minutes, as amended, of the Board of Supervisors regular meeting held February 9, 2017 for Heritage Landing Community Development District.

FOURTH ORDER OF BUSINESS

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

On a motion by Mr. Fleming , seconded by Ms. Moore, with all in favor, the Board ratified the Operation and Maintenance Expenditures for January 2017 in the amount of \$126,011 for Heritage Landing Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber updated the Board that he confirmed that the tree that damaged a home during the tornado is within a conservation area. After discussion, the Board directed no further action to be taken until the letter was received from the homeowner's insurance company.

On a motion by Mr. Kuca, seconded by Ms. Moore, all in favor except for Mr. Fleming who opposed, approved to table item until insurance letter was received regarding request to remove the tree for Heritage Landing Community Development District.

B. District Engineer

Ms. Dobbins updated the Board on Preston's behalf in which he received one bid for approximately \$173,000 for the RV Lot paving. After discussion, the Board directed the District Manager to request the District Engineer to obtain more bids.

C. Landscape and Maintenance

i.) Landscape Report, February 28, 2017
Billy Buerki reviewed report.

a.) Landscape Proposals

1. Entrance Roadway

After discussion, the Board approved proposal behind Tab 4 in the amount of \$13,759.29.

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board approved proposal behind Tab 4 in the amount of \$13,759.29 for Heritage Landing Community Development District.

2. Soil Mix

After discussion, the Board approved proposal behind Tab 5 in the amount of \$1,200.00.

On a motion by Mr. Fleming, seconded by Mr. Dunn, with all in favor, the Board approved proposal behind Tab 5 in the amount of \$1,200.00 for Heritage Landing Community Development District.

3. Requested Tree Trimming Work

After discussion, the Board approved the proposal behind Tab 6, for trimming back trees in the amount of \$2,800.00, to be expensed out of the RV Revenue Account due to issue attempting to provide better connection to security cameras at the RV Lot.

On a motion by Mr. Dunn, seconded by Ms. Moore, with all in favor, except Mr. Fleming who opposed, the Board approved proposal behind Tab 6 in the amount of \$2,800.00, and to be expensed out of the RV Revenue Account for Heritage Landing Community Development District.

4. Remaining Tree Trimming Work

After discussion, the Board tabled for further review of proposal until September 2017.

On a motion by Mr. Fleming, seconded by Mr. Sovine, with all in favor, the Board tabled for further review of proposal until September 2017 for Heritage Landing Community Development District.

D. Amenity Center Manager Report

Denise Powers reviewed report under Tab 8 and updated the Board that the mom paid for the damage that her son did to the wall.

Ms. Powers noted swim team decided to only have three meets at Heritage Landing this season and no longer will have one on Memorial Day Weekend.

E. Facility Maintenance Report

David Bissonnette reviewed pool covers that would be cost shared with the swim team which would run the District approximately \$400.00. The Board agreed to move forward with the covers as a maintenance expense.

Mr. Bissonnette noted that a fountain needs repair and certain gutters need to be replaced, which he is researching.

F. District Manager

i.) Charles Aquatics Fountain Service Report, February 28, 2017

Ms. Dobbins provided the Board with a current list of contracts and their terms and fees.

Also updated the Board that the final price of the wooden tables came to \$6,867.99 (savings of \$579.64) and the wooden chairs came to \$2,940.60 (increase of \$340.80), which concluded a total savings of \$238.84.

SIXTH ORDER OF BUSINESS

Acceptance of Audit Committee Recommendation

On a motion by Mr. Dunn, seconded by Ms. Moore, all in favor, except for Mr. Kuca who opposed, the Board accepted the Audit Committee's Recommendation and Accepted the Proposal from Berger, Toombs, Elam Gaines and Frank for Auditing Services for Heritage Landing Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Youth ID Printer Replacement Proposal

After discussion, the Board approved a 2 year warranty in the amount of \$461.78.

On a motion by Mr. Kuca,, seconded by Mr. Sovine, with all in favor, the Board approved a 2 year warranty in the amount if \$461.78 for Heritage Landing Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Wireless Equipment Upgrade Proposal

This item was tabled.

NINTH ORDER OF BUSINESS

Consideration of Retaining Wall Proposals

This item was tabled.

TENTH ORDER OF BUSINESS

Consideration of Tennis Court Repair Proposals

After discussion, the Board approved CSF's proposal for repair of tennis courts in the amount of \$1,590.00.

On a motion by Mr. Kuca, seconded by Mr. Dunn, with all in favor, the Board approved CSF's proposal for repair of tennis courts in the amount of \$1,590.00 for Heritage Landing Community Development District .

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2017-05, ReDesignating a Treasurer

Ms. Dobbins noted this will now place Scott Brizendine, who is head of Rizzetta Accounting Department, as Treasurer to have access to accounts, which is necessary when transferring funds in /out of the Trust (bond) accounts.

On a motion by Mr. Dunn, seconded by Mr. Kuca, all in favor, except for Mr. Fleming who opposed, the Board adopted Resolution 2017-05, ReDesignating a Treasurer for Heritage Landing Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of LLS Tax Solutions Renewal Agreement

On a motion by Mr. Kuca, seconded by Mr. Dunn, all in favor, except for Mr. Fleming who opposed, the Board approved a three year renewal with a fixed rate at \$500.00 per year for Heritage Landing Community Development District.

THIRTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no audience comments.

Board Supervisor Kuca requested to review the RV Lot fees at the next meeting. He also had a question regarding the posting of signs at the Amenity Center.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board adjourned the meeting at 12:40 p.m. for Heritage Landing Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman