
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, November 9, 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	Board Supervisor, Chairman
Virginia Moore	Board Supervisor, Assistant Secretary
Lance Clyce	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	District Counsel, Hopping Green & Sams, P.A. <i>(Via Speakerphone)</i>
Denise Powers	Facility Manager, Vesta
Dave Bissonnette	Field Operations Manager, Vesta
Dan Fagen	Director of Operations, Vesta

Audience Members **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Sovine called the meeting to order at 6:00 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience comments.

THIRD ORDER OF BUSINESS

Appointment to Seat 5 and Oath of Office

Mr. Thomas "Lance" Clyce, Mr. Philip Lancaster, Ms. April Lombardi and Ms. Michele Stockdale all introduced themselves to the Board and reviewed their cover letters and / or resumes.

On a motion by Mr. Fleming, seconded by Ms. Moore, with all in favor, the Board accepted Mr. Thomas "Lance" Clyce as an approved candidate for Heritage Landing Community Development District.

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board accepted Mr. Philip Lancaster as an approved candidate for Heritage Landing Community Development District.

On a motion by Ms. Moore, seconded by Mr. Sovine, with all in favor, the Board accepted Ms. April Lombardi as an approved candidate for Heritage Landing Community Development District.

On a motion by Mr. Kuca, seconded by Mr. Fleming, with all in favor, the Board accepted Ms. Michele Stockdale as an approved candidate for Heritage Landing Community Development District.

At this time the Board individually ranked all four candidates. Mr. Sovine tallied the votes and announced Mr. Clyce received three (3) number one (1) votes out of the four (4) Board members and by that has won the nomination.

On a motion by Mr. Fleming, seconded by Ms. Moore, with all in favor, the Board appointed Thomas "Lance" Clyce to Seat #5, with three (3) number one (1) votes for Heritage Landing Community Development District.

Ms. Dobbins administered the Oath of Office to Mr. Thomas "Lance" Clyce".

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2018-01,
ReDesignating Assistant Secretary**

On a motion by Mr. Fleming, seconded by Ms. Moore, with all in favor, the Board assigned Thomas "Lance" Clyce as Assistant Secretary for Heritage Landing Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board of
Supervisors Regular Meeting held October 12,
2017**

On a motion by Mr. Kuca, seconded by Ms. Moore, with all in favor, the Board approved the minutes of the Board of Supervisors regular meeting held October 12, 2017 for Heritage Landing Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for September 2017

On a motion by Ms. Moore, seconded by Mr. Fleming, with all in favor, the Board ratified the Operation and Maintenance Expenditures for September 2017 in the amount of \$181,492.18 for Heritage Landing Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber updated the Board that the request from the Army Corps of Engineers to access the District's property has not proceeded any further so a contract has not been fully executed. The Army Corps of Engineers is still evaluating multiple sites for it's study. If it chooses to use the District's property, the contract will be executed.

B. District Engineer

Not present.

C. Amenity Center & Field Maintenance

1.) Amenity Manager Report, November 9, 2017

Ms. Powers reviewed the report under Tab 7.

Mr. Fagen reviewed Vesta's invoice in the amount of \$576.00 for Hurricane Irma preparation and clean up. After discussion, the Board approved the payment.

Deputy Richmen spoke to the Board about current matters and procedures within the community.

2.) Mr. Bissonnette reviewed the report found under Tab 8.

D. District Manager

Ms. Dobbins updated the Board the \$500.00 check from United Parcel Service was received per the POD agreement. She also updated the Board that the Vesta revenue sharing check for the last two quarters of fiscal year 2017 was received in the amount of \$1,775.58. Ms. Dobbins noted the vending machine revenue sharing check for the last quarter of fiscal year 2017 was received in the amount of \$254.09.

Ms. Dobbins announced the next Board of Supervisors meeting will be held December 14, 2017 at 10:00 a.m.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2018-02, Amending the Fiscal Year 2016/2017 General Fund Budget

On a motion by Mr. Kuca, seconded by Mr. Fleming, with all in favor, the Board adopted Resolution 2018-02, amending the fiscal year 2016/2017 General Fund Budget for Heritage Landing Community Development District.

NINTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

An audience member noted drainage issues by Birchbark in the Preserve Area.

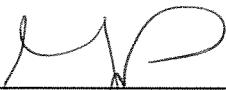
An audience member had a question regarding trespassing by power lines.

No supervisor comments.

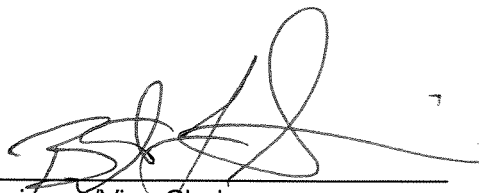
TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Kuca, seconded by Mr. Fleming, with all in favor, the Board adjourned the meeting at 7:30 p.m. for Heritage Landing Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman