
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, August 14, 2014 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
Kathy Shippey	Board Supervisor, Vice Chairman
Virginia Moore	Board Supervisor, Assistant Secretary
Elmer Bley	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Hopping Green & Sams, P.A. (via speakerphone)
Dan Fagen	ASG, Inc.
Todd Myhill	Amenity Manager, ASG, Inc.
Jimmy Edmonds	Field Manager, ASG, Inc.
Billy Buerki	ValleyCrest
Preston Doub	District Engineer, England-Thims & Miller

Audience Members

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

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 July 10, 2014

<p>On a motion by Ms. Moore, seconded by Mr. Bley, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held July 10, 2014 for Heritage Landing Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for
July 2014**

On a motion by Mr. Bley, seconded by Ms. Shippey, with all in favor, the Board ratified the Operation and Maintenance Expenditures for July 2014 in the amount of \$72,096.55 for Heritage Landing Community Development District.

FIFTH ORDER OF BUSINESS

**Discussion Regarding Resident Drainage
Encroachment on CDD Property**

Resident Adam Campbell reviewed his issues with his lot drainage and the need for him to install a yard drain on his lot that went onto CDD property to then drain toward the pond .

After further discussion, the Board of Supervisors retroactively approved the drains subject to entering into an agreement with the homeowner to give the CDD rights to remove the drains in the future.

On a motion by Mr. Bley, seconded by Ms. Moore, with all in favor, the Board retroactively approved the drains subject to entering into an agreement with the homeowner to give the CDD rights to remove the drains in the future for Heritage Landing Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber updated the Board of Supervisors that a letter was sent from him, per the Board of Supervisors' direction, regarding the fence encroachment. The resident still has a few days remaining, but he is requesting further direction from the Board of Supervisors if the fence isn't removed by the 30-day deadline.

After discussion, the Board of Supervisors directed a survey of the property be performed to determine where the CDD property begins, remove the fence, and invoice the resident for expenses.

The Board of Supervisors approved the District Engineer to contract a surveyor to complete a survey and remove the fence.

On a motion by Mr. Bley, seconded by Ms. Moore, with all in favor, the Board approved the District Engineer to contract a surveyor to complete a survey and remove the fence for Heritage Landing Community Development District.

B. District Engineer

Mr. Doub updated the Board of Supervisors that the crosswalk that was recently completed at the intersection of Heritage Landing Parkway and Swallow Tail did not have a full five feet of clearance per the plans on the sidewalk ramp. It's under warranty and the contractor is fixing it at their cost.

C. ValleyCrest Landscaping

Mr. Buerki reviewed his report marked as Exhibit "A" to these minutes.

He also updated the Board of Supervisors that the soccer field is closed until September 6th or 7th.

D. Amenity Center Manager

Mr. Myhill reviewed his report under Tab 3.

E. Field Manager

Mr. Edmonds highlighted that the recreation pool is having patches of marsite come up. The pool might need to be remarsited winter of 2015.

He also updated the Board of Supervisors that the RV Gate will need a maglock to keep the new gates from being opened by someone. After discussion the board directed staff to purchase and have a maglock installed on the new RV Gate.

He also noted that there are 12 lights around the amenity center out due to lightening had been requested.

F. District Manager

Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' Meeting will be held September 11, 2014 at 10:00 a.m.

SEVENTH ORDER OF BUSINESS

Consideration of Fitness Equipment Proposals

This item was tabled until a future Board of Supervisors' meeting.

EIGHTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2014/2015 Final Budget

On a motion by Ms. Shippey, seconded by Mr. Bley, with all in favor, the Board opened the Public Hearing on the Fiscal Year 2014/2015 Final Budget for Heritage Landing Community Development District.

The General Fund Budget was reviewed and the following adjustments were made; District Counsel was reduced \$2,000, line item Street Sign Replacement of \$5,000 was removed, Amenity Management Contract was reduced \$10,000, Capital Outlay was reduced \$25,000, and Special Events was reduced by \$2,500 for a total reduction of \$44,500. The new General Fund Budget total is now \$1,125,884 for an annual increase per lot of \$46.40.

After further discussion regarding ASG's contract renewal, the Board of Supervisors authorized Supervisor Mr. Bley to negotiate with ASG to revise the renewal to work within the approved budget expense for the Amenity Management Contract.

On a motion by Mr. Bley, seconded by Ms. Moore, with all in favor, the Board authorized Supervisor Mr. Bley to negotiate with ASG to revise the renewal to work within the approved budget expense for the Amenity Management Contract for Heritage Landing Community Development District.

On a motion by Ms. Shippey, seconded by Mr. Bley, with all in favor, the Board closed the Public Hearing on the Fiscal Year 2014/2015 Final Budget for Heritage Landing Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2014-06,
Adopting the Fiscal Year 2014/2015 Final
Budget**

The Board of Supervisors approved Resolution 2014-06, Adopting the Fiscal Year 2014/2015 Final Budget, setting the total General Fund Budget at \$1,125,884 and the Debt Service Budget at \$1,145,672 for a total budget of \$2,271,556, excluding collection costs.

On a motion by Ms. Shippey, seconded by Mr. Bley, with all in favor, the Board approved Resolution 2014-06, Adopting the Fiscal Year 2014/2015 Final Budget, setting the total General Fund Budget at \$1,125,884 and the Debt Service Budget at \$1,145,672 for a total budget of \$2,271,556, excluding collection costs for Heritage Landing Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2014-07,
Imposing Special Assessments and
Certifying the Assessment Roll**

The Board of Supervisors approved Resolution 2014-07, Imposing Special Assessments and Certifying the Assessment Roll, as amended per Resolution 2014-06.

On a motion by Ms. Shippey, seconded by Mr. Bley, with all in favor, the Board approved Resolution 2014-07, Imposing Special Assessments and Certifying the Assessment Roll, as amended per Resolution 2014-06 for Heritage Landing Community Development District.

ELEVENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

There was a question regarding additional parking.

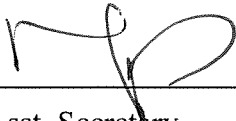
There was also a question regarding the meeting time.

There were no Supervisor Comments.

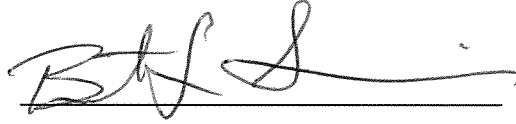
TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Bley, seconded by Ms. Shippey, with all in favor, the Board adjourned the meeting at 7:40 p.m. for Heritage Landing Community Development District.



Secretary / Asst. Secretary



Chairman / Vice Chairman

Exhibit "A"



1/

Heritage Landing Landscape Report

Attention: Melissa Dobbins, Heritage Board Members

Grounds Maintenance

The crew performed weekly mowing of turf areas. Performed weekly trim and spray rotations to control the height of shrubs and the population of weeds in the plant beds. Weekly removal of weeds from annual beds. Crew began quarterly cleanup of the FPL berm. We began with the berm at the end of River of May as we received a request for this area. We will continue our work on the FPL berm during the month of August.

Irrigation

Irrigation inspection was completed. Minor adjustments were made (clogged nozzles etc.) A main line repair was also made along Heritage Blvd past the RV area

Agronomy

An application for turf weeds was made to all St Augustine turf areas the last week of July. A blanket Arena (chinch bug preventative) treatment is scheduled for St Augustine turf areas the front end of August. A spot treatment was made to treat active chinch bug areas mid July.

Landscaping

Second round of Aeration and top dressing was completed on the Athletic Fields. One pallet of Bermuda was installed on the fields to fill some of the larger bare areas. Mulch application was completed. The additional mulch for the culdesacs was also completed.

Upcoming

- Blanket treatment of Arena (Chinch bug control) to all St Augustine turf areas
- Schedule fence repair at Rivers Own and Legacy. Crew has bent several of the fence posts
- Clean-up of Spartania berms along FPL easement
- Sod repair (Chinch damage along SR13 and entry)
- RV Lot Cleanup
- Approved tree removals