

## MINUTES OF MEETING

*The following is a summary of the actions taken at the Heritage Greens Community Development District (CDD) Board of Supervisors meeting.*

### HERITAGE GREENS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Heritage Greens CDD was held April 15, 2019 at 6:00 p.m. at the Heritage Greens Community Center at 2215 Heritage Greens Drive in Naples, Florida.

#### **Present and constituting a quorum:**

Vacant	Chair
Barbara Pitts	Vice Chair
Leigh Connor	Assistant Secretary
Dorothy Thompson	Assistant Secretary
Dale Meszaros	Assistant Secretary

#### **Also present were:**

Calvin Teague Residents	District Manager
----------------------------	------------------

#### **FIRST ORDER OF BUSINESS**

#### **Call to Order and Roll Call**

The meeting was called to order and the District Manager called roll. All were present for today's meeting.

#### **SECOND ORDER OF BUSINESS**

#### **Pledge of Allegiance**

After reciting the Pledge of Allegiance, the next Order of Business followed.

#### **THIRD ORDER OF BUSINESS**

#### **Appointment to Fill Vacancy of Seat 4**

In attendance are two candidates for the vacancy on the Board of Supervisors. One is Mr. Shelton who applies whenever there is a vacancy and the other is a new candidate, Mrs. Boyle. Both Candidates spoke briefly on their qualifications. Mr. Shelton has a lot of experience within the community on several Boards and Mrs. Boyle mostly has administrative and general Board experience. The Board voted to appoint John Shelton to Seat 4 on the Board.

On MOTION by Supervisor Thompson, seconded by Supervisor Pitts, with all in favor, John Shelton was appointed to the vacancy of Seat 4 on the Heritage Greens CDD Board of Supervisors.
---

John Shelton was given the Oath of Office by the District Manager after being voted onto the Board.

**FOURTH ORDER OF BUSINESS**

**Reorganization of the Board**

The Board voted on which Supervisor to name as Chair and Vice Chair. Only Supervisor Thompson was named for Chair and only the newly appointed Supervisor Shelton was named for Vice Chair. After voting was completed by the Board, the new Board organization is as follows:

- Dorothy Thompson      Chair
- John Shelton            Vice Chair
- Calvin Teague          Secretary
- Calvin Teague          Treasurer
- Jennifer Miller         Assistant Treasurer
- Barbara Pitts            Assistant Secretary
- Leigh Connor          Assistant Secretary
- Dale Meszaros          Assistant Secretary

The Board voted to approve the Resolution for reorganization of the Board. The District Manager was not aware there would be candidates at this meeting and therefore did not have the Resolution in his presence. Though the Resolution number is unknown, the resolution was approved.

On MOTION by Supervisor Pitts, seconded by Supervisor Connor, with all in favor, the Resolution for reorganization of the Board was approved.

**FIFTH ORDER OF BUSINESS**

**Approval of the Agenda**

The Agenda was presented with the following additions:

- 9. D. Bottlebrush Removal and Replacement
- 9. E. Power Wash School Wall

On MOTION by Vice Chair Shelton, seconded by Supervisor Meszaros, with all in favor, the Agenda was approved as amended.

**SIXTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There being none, the next Order of Business followed.

**SEVENTH ORDER OF BUSINESS**

**Approval of Meeting Minutes**

**A. Regular Meeting Minutes from March 18, 2019**

The Meeting Minutes were presented and approved.

On MOTION by Supervisor Meszaros, seconded by Chair Thompson, with all in favor, the Regular Meeting Minutes from March 18, 2019 were approved as presented.

**EIGHTH ORDER OF BUSINESS**

**Old Business**

**A. Wall Gap**

Supervisor Meszaros contacted two handymen and got two estimates for putting up a black metal fence at this location, with shrubs in front of it. The fence would be about sixteen feet long. The Board voted for the Mando Service Estimate as it was the best price and the contractor was known to do good work.

On MOTION by Supervisor Connor, seconded by Supervisor Pitts, with all in favor, the estimate for the installation of black metal fence by Mando Services for \$800 was approved.

**B. Front Entry Enhancement**

The District Manager notified the Board that the HOA is inquiring about what the Board is planning for the front entry. The Board discussed putting in a very large pot with about three different styles of flowers in it. This enormous pot would go where the fountain had been. It was an idea a Board member got from a neighboring community. The idea is to get a landscaper to design something and give the Board a few options to choose from. The Board referred it to the landscape committee headed by the HOA to come up with ideas. The Board also discussed the possibly of transplanting the tree at this location to somewhere else in the community.

**C. Discussion of Transferring Gate Sticker Process to HOA**

Vice Chair Pitts reported that we should put this topic on hold for now and remove it from the Agenda.

**D. Virtual Guard Project Update**

- The permits still haven't been signed, as they need to be notarized. The District Manager is going to forward them to the new Chair, Dorothy Thompson, to sign and then Mr. Teague will notarize them and send them in.
- The Board is working towards having this project completed in July.
- The current guardhouse is where the servers will be going for the new system. The idea is to get rid of the cabinets and the desk in the guardhouse as they are falling apart anyhow, to make more space for the servers.
- Summit internet lines are already running through the guardhouse. Therefore, all the Board should have to pay for is the monthly cost without the installment cost. There

are also three phone lines running through the guardhouse, so the idea is to remove two and keep one for the tele entry system.

- NewIQ notified the Board that they must keep the callbox, much to the Board's dismay. They stated that it can be covered with a cutout for the infrared sensor, if the Board is concerned about the appearance. However, it must be kept as it maintains the information to keep the gate functioning. Envera cannot maintain the gates, only the lift arms. Therefore, NewIQ must continue maintaining the gates and activating the stickers for the gates. The Board discussed this and decided to ask Envera if they can build their call box on or by or near the old call box, to make it look like less of an eye sore.

## **NINTH ORDER OF BUSINESS**

### **New Business**

#### **A. Front Sign Replacement**

The District Manager did not have anything to present currently. The Board mentioned they like the Pebblebrooke Lakes sign. What they like about it is that it lights up, is backlit and has stones in the design. The Board was also saying that they like the idea of the logo or community initials on the gate and would like to do their community's initials on their gates.

#### **B. Barriers at Exit to Prevent Left Turns**

The Board did not like the idea of the potted plants or bollards aesthetically. A Board member also suggested something similar to a bollard that would be less expensive and attach to the pavement via adhesive. However, the Board also did not like this idea aesthetically for the community. The Board asked the District Manager to get with the County and see if they could offer any ideas for this concern.

#### **C. Extension of Sidewalk**

Supervisor Meszaros stated this project is not a possibility because there is a fire hydrant in the way. An audience member commented on the possibility of putting a path behind the monument sign on the golf course as an alternative. This would be on the West side by where the sidewalk ends. Supervisor Meszaros and Supervisor Shelton are going to work on this.

#### **D. Bottlebrush Removal and Replacement**

This topic is regarding about forty or fifty overgrown bushes along the wall. The Board is concerned with how terrible and overgrown they look. There is a mound as well that needs to be cleaned up. The HOA commented that someone had previously walked the wall and stated the Bottlebrush had to be removed by law as they are not native and are invasive. The Board was not aware of this previously. The Board asked the HOA to handle this issue as it falls under landscaping.

## **E. Power Wash School Wall**

Supervisor Pitts informed the Board that in the section of trees that are CDD property, by the school's baseball field, is a bee's nest. As kids and maintenance people were getting stung, the CDD had the tree sprayed for bee's last Friday. However, the individual needs to do a follow up spray in about a week. The issue with this, is that the branches on this tree are out of control and need to be trimmed in order for him to come back and remove the nest and spray again. Therefore, the CDD needs to get someone to trim the tree beforehand. The individual who sprayed the bees nest told Supervisor Pitts that he thinks there is a nest in the wall. He recommended that the Board have the wall repair company come and seal up the wall, to prevent this from happening again. The Board discussed that the nest could be where the wall got repaired recently. The Board also wants to get the wall power washed in this area as it looks black.

## **TENTH ORDER OF BUSINESS**

## **Manager's Report**

### **A. Financial Statements for Period Ending March 31, 2019**

The financial statements were presented and accepted.

On MOTION by Supervisor Meszaros, seconded by Supervisor Connor, with all in favor, the Financial Statements for period ending March 31, 2019 were accepted.

### **B. Fiscal Year 2020 Budget Development**

The District Manager discussed the budget with the Board. He stated that the Board will end the year with about \$260,000 to carry into the new Fiscal Year. He also stated that the virtual guard system was taken care of in the current Fiscal Year's budget, therefore it won't be in the 2020 budget.

Several changes were discussed as follows:

- There was discussion on getting insurance for the wall as well as discussion on designating funds for insurance deductibles. The Chair asked that we take some of the reserve funds and create an insurance deductible fund of about \$10,000.
- There was also discussion of the roads needing to be repaved in about 5 years and that will cost around \$200,000. The Chairs asked that the CDD put away \$40,000 per year of the unassigned reserves, to build this up for when the time comes to repave the roads.
- A proposed decrease in Engineering from \$1,000 to \$500 was requested.
- Postage is to be decreased to \$300.
- Printing and binding are to be removed from the budget altogether.
- It was proposed to increase the HVAC air conditioning budget to \$350, for the servers that will go into the Guardhouse.
- The Chair asked that we allocate a couple of hundred dollars for cleaning services for the Guardhouse and the equipment that will be in there to get dusted and cleaned.

- The internet fund is to be increased to \$2100.
- The Board asked to leave \$500 in the Guardhouse fund to add in a new desk for the Board to conduct sticker business from the Guardhouse.
- R & M Grounds is to go to \$0 as the HOA handles this now.
- Preserves R & M is to be changed to \$300.
- Electricity and Street Lighting was requested to be changed to \$10,000.

The main goal of the Board is to get the budget as accurate as possible to figure out how much CDD assessments can be decreased by. The District Manager is going to make the changes necessary and then send it to Chair Thompson to review. Once it's ready, it will be sent out to all the Board members to review before the next meeting.

**C. Website ADA Compliance Update**

The District Manager informed the Board that their website should be complete by the end of July or August at the latest.

**E. Follow-up**

It was discussed that the wall is insured for a replacement value of \$42,000. The Board asked that the District Manager get a new quote for the actual replacement value of the wall. They also asked that he get an insurance quote for the Envera equipment that will be put into the guardhouse.

**ELEVENTH ORDER OF BUSINESS**

**Attorney's Report**

There being none, the next Order of Business followed.

**TWELFTH ORDER OF BUSINESS**

**Engineer's Report**

There being none, the next Order of Business followed.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor's Requests and/or Comment**

Supervisor Meszaros brought up 2396 Heritage Greens. He stated that the CDD's tree roots have gone under this driveway and is causing damage. The Board decided that this is the homeowner's responsibility.

Chairman Shelton commented on the piping that is in the lakes. He stated it is white and he proposes it get painted dark green or black. The Board decided to have the landscaping committee take a look at this as well as look at any pipes that are unnecessary and discard them.

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments (Limited to 3 per speaker)**

There being none, the next Order of Business followed.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further Orders of Business, and

On MOTION by Supervisor Pitts, seconded by Supervisor Connor, with all in favor, the meeting was adjourned at 8:17 p.m.

**Next Meeting: May 20, 2019 at 6:00 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair