

## 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 July 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:**

|                  |                     |
|------------------|---------------------|
| Dorothy Thompson | Chair               |
| John Shelton     | Vice Chair          |
| Barbara Pitts    | Assistant Secretary |
| Leigh Connor     | Assistant Secretary |
| Dale Meszaros    | Assistant Secretary |

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

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

#### **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**

#### **Approval of the Agenda**

The Agenda was approved with additions as follows:

- 7. B. Review of Management Contracts
- 6. F. Landscaping Around School Gate
- 6. G. Bushes on Wall

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

**FOURTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There being none, the next Order of Business followed.

**FIFTH ORDER OF BUSINESS**

**Approval of Meeting Minutes**

**A. Regular Meeting Minutes from May 20, 2019**

The Meeting Minutes were presented with changes as follows:

- On page 2 of the Minutes change "The District Manager" to "Supervisor Meszaros".
- On page 5 of the Minutes change "one" to "any".

On MOTION by Vice Chair Shelton, seconded by Supervisor Connor, with all in favor, the Regular Meeting Minutes from May 20, 2019 were approved as amended.

**B. Special Meeting Minutes from June 03, 2019**

The Meeting Minutes were presented with changes as follows:

- On page 2 of the Minutes, line 78, change "discussed" to "commented".
- On page 2, line 77, change "someone" to "a resident".

On MOTION by Vice Chair Shelton, seconded by Supervisor Connor, with all in favor, the Regular Meeting Minutes from June 03, 2019 were approved as amended.

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Center Island Landscaping Update**

The start date goal for the project is this week.

**B. Virtual Guard Project Update**

The new system is running smoothly and functioning as expected.

**i. Card Reader Buy Back**

The Board discussed getting AWID wands in place of the card readers. These wands would be read like the gate stickers. The Board is waiting to hear back from NewIQ to see if AWID's or something similar would work for the community.

When the Board orders new stickers, they pay \$10.75 per sticker and as such they have been losing money because they charge residents \$10 per sticker. Therefore, the Board decided to increase the price of stickers from \$10 to \$15 per sticker.

On MOTION by Chair Thompson, seconded by Supervisor Connor, with all in favor, the price to purchase a gate sticker was increased to \$15 per sticker.

**C. Front Monument Sign Replacement Update**

It was reported that the approved permit was picked up last Friday. However, electrical is needed for each sign and each sign requires their own breaker. Therefore, an electrician needs to do this work. An estimate for the electrical work has been received and the Board is waiting for one or two more estimates before awarding the project to a company. Once the electrical work has been completed the project can move forward.

**D. Extension of Sidewalk**

Two estimates were received for this project. Sapphire Maintenance sent over an estimate for \$6,700 and the other estimate is from Premier Structural Systems for \$9,012. Before proceeding with this project, the Board wanted to ask the HOA if the Capital Contribution Fund could cover this project.

**E. Power Washing School Side of Wall and Bee Removal Update**

It was reported that the area has been treated for bees twice, the Palms have been cut back and everything between the fence has been cleaned up and removed. There are pepper bushes hanging over the wall and the Board received an estimate of \$500 to cut them back. On the North side of the gate there are about 7 more Sable Palms that need to be trimmed and the Board received an estimate for \$23 per tree. Once all of this work is complete, then the wall can be power-washed.

On MOTION by Chair Thompson, seconded by Supervisor Meszaros, with all in favor, the Board approved a not to exceed amount of \$700 to cut down and trim the Pepper Trees as well as trim the seven Sable Palms.

**F. Landscaping Around School Gate**

Discussed under 6. E. Power Washing School Side of Wall and Bee Removal Update.

**G. Bushes on Wall**

The Board discussed getting the bushes planted in front of the new fencing, at the same time as the new center island is being completed.

**SEVENTH ORDER OF BUSINESS**

**New Business**

**A. Discuss Moving Future Meeting Date/Times**

The Chair announced that she accepted a new job and as such will not be available from Monday afternoon through Friday afternoon every week. Therefore, the Board decided to move the Board of Supervisors meetings to 10 a.m. Monday mornings.

On MOTION by Chair Thompson, seconded by Supervisor Pitts, with all in favor, the Board approved changing their regularly scheduled meeting time from 6 p.m. to 10 a.m. beginning in August.

**B. Review of Management Contracts**

The District Manager announced that his company is not submitting a proposal for management services and as such they are resigning as the management company of Heritage Greens CDD.

One proposal for management services was received from Inframark. The Board decided to request proposals for management services from more companies for consideration at the August meeting.

**EIGHTH ORDER OF BUSINESS**

**Manager's Report**

**A. Financial Statements**

**i. Period Ending May 31, 2019**

The financial statements were presented, discussed briefly and accepted.

**ii. Period Ending June 30, 2019**

The financial statements were presented, discussed briefly and accepted.

On MOTION by Chair Thompson, seconded by Supervisor Pitts, with all in favor, the Financial Statements for period ending May 31, 2019 and June 30, 2019 were accepted.

**B. Audit**

The District Manager presented and discussed the audit briefly. He stated that it was a good clean audit.

On MOTION by Chair Thompson, seconded by Supervisor Meszaros, with all in favor, the annual audit was accepted, and Chair Thompson is authorized to sign the annual financial report.

**C. Website ADA Update**

The website will be done in August because it needs to be reviewed by staff. It will be a fully compliant ADA website. The District Manager discussed that most likely they might have to hand over the old GoDaddy website to the new management company instead of the new website, as he is not sure that the new management company will be able to utilize it given the way it was designed.

The Board requested CDD emails for the Supervisors that don't currently have them before they switch over to the new management company.

**D. Follow-up**

The District Manager handed out a copy of an insured property value statement. He stated that the insurance company would not quote a \$5,000 deductible. However, the deductible will remain at \$2,500 and all the property values would be adjusted to a total of \$300,000.

**NINTH ORDER OF BUSINESS**

**Attorney's Report**

There being none, the next Order of Business followed.

**TENTH ORDER OF BUSINESS**

**Engineer's Report**

There being none, the next Order of Business followed.

**ELEVENTH ORDER OF BUSINESS**

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

Chair Thompson asked whether the cleaning service for the guardhouse was switched to once a month or cancelled. After discussion, the Board decided to cancel the cleaning services for the guardhouse.

Chair Thompson also asked where the Summit bill is as they now have Summit as well as Comcast. She is concerned with receiving a late fee as they have not yet received the bill.

**TWELVTH ORDER OF BUSINESS**

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

There being none, the next Order of Business followed.

**THIRTEENTH 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 7:36 p.m.

**Next Meeting: August 19, 2019 at 6:00 p.m.**

  
Secretary/Assistant Secretary

  
Vice Chair/Vice Chair