

**MINUTES OF MEETING  
HERITAGE GREENS  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Greens Community Development District was held October 15, 2018 at 5:45 p.m. at the Heritage Greens Community Center, 2215 Heritage Greens Drive, Naples, Florida.

Present and constituting a quorum:

Vacant	Chair
Barbara Pitts	Vice Chair
John Jordan	Assistant Secretary
Marsha Coghlan	Assistant Secretary
Henry Michaelson	Assistant Secretary (not present)

Also present were:

Cal Teague	District Manager
Aaron Thompson	HOA President
Residents	

***The following is a summary of the actions taken at the October 15, 2018 Heritage Greens CDD Board of Supervisors meeting.***

**FIRST ORDER OF BUSINESS**

**Workshop Call to Order & Roll Call**

District Manager Teague called the meeting to order. He then announced the opening of the Auditor Selection Committee Workshop beginning at 5:45 p.m. just prior to the Boards' regularly scheduled meeting at 6:00 p.m. where all Board members were present except Supervisor Michaelson to address the rating and selection of a 3<sup>rd</sup> party auditor for the next one (1) to three (3) years. After review of the two (2) proposals submitted and rating of each, i.e., Grau & Associates and Berger, Toombs, etc., Grau & Associates attained a score of 280 while Berger, Toombs, etc. attained a score of 252. Therefore, Grau & Associates was chosen and will present a three (3) year Engagement Agreement letter at next month's meeting.

On MOTION by Supervisor Jordan seconded by Supervisor Coghlan with all in favor, the Workshop portion of the meeting was adjourned with approval of proposal from Grau & Associates.

**SECOND ORDER OF BUSINESS**

**Regular Meeting Call to Order and Roll Call**

The District Manager then called the regularly scheduled meeting of the Board of Supervisors to order and called the roll. All were present except for Supervisor Michaelson.

**THIRD ORDER OF BUSINESS**

**Pledge of Allegiance**

This item having been addressed, the next Order of Business followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Agenda**

The Agenda was presented.

On MOTION by Vice Chair Pitts seconded by Supervisor Coghlan with all in favor, the Agenda was approved as submitted.

**FIFTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There being none, the next Order of Business followed.

**SIXTH ORDER OF BUSINESS**

**Approval of the Minutes**

The Regular Meeting Minutes from September 17, 2018 were presented.

On MOTION by Vice Chair Pitts seconded by Supervisor Coghlan with all in favor, the Regular Meeting Minutes of September 17, 2018 were approved as presented.

**SEVENTH ORDER OF BUSINESS**

**Old Business**

**A. Wall Repair Discussion/Review**

The District Manager advised that we have tried to obtain proposals for this project, however, no one seems to want to give a proposal to do just a portion of the project. The Field Manager could not submit a proposal at this time as he reportedly does not have the equipment to accomplish this at this point. Conidaris would not submit another proposal as they felt that anything less than their original proposal would not render a

quality product. Staff will resubmit the proposal to Conidaris as well as attempt to obtain a proposal from the contractor who was referred by Mr. Aaron Thompson.

**B. FPL LED Changeout Program Update**

The District Manager reported that the materials remain on order and should arrive within three (3) to five (5) weeks. FPL advised they would make this a priority once the materials arrive.

**C. Sidewalk Cleaning Update**

This has been complete.

**D. CDD/HOA Landscape Maintenance Agreement**

The District Manager reported that the Agreement was reviewed by Attorney Urbancic and the final copy distributed for the Boards' review as well. The Board reminded the District Manager to be sure Professional Landscaping has been informed of the nonrenewal of their contract. The District Manager advised that he would be sure that this has been done.

**EIGHTH ORDER OF BUSINESS**

**New Business**

**A. Swearing in or new Supervisor Leigh Conner**

Swearing in was tabled until next meeting as Ms. Conner was unable to be in attendance at today's meeting.

**B. Reorganization of Board of Supervisors**

This will be taken care of after the elections and the new Board takes office. The Board of Supervisors rescheduled their December meeting to December 3, 2018 at 6:00 p.m. instead of December 17, 2018.

On MOTION by Vice Chair Pitts seconded by Supervisor Coghlan with all in favor, the December meeting was moved to December 3, 2018 at 6:00 p.m. instead of December 17, 2018.
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**C. Roadway Striping**

Due to the rainy season, RFPs were postponed but will be obtained for presentation at next month's meeting.

**D. Request for Proposals for Security Companies**

- At the Board’s request, RFPs were requested from security companies setting forth the specific duties, which will need to be performed daily. Bids should be received by November 9, 2018 but will be held until appointment of the new Board.
- Report was made that some gate stickers are not working and that additional stickers need to be ordered as well.

**NINTH ORDER OF BUSINESS**

**Manager’s Report**

**A. Fiscal Year 2018 Budget Amendment and Assignment of Reserves**

Resolution 2018-07 was presented

On MOTION by Supervisor Coghlan seconded by Vice Chair Pitts with all in favor, Resolution 2018-07 was approved.

**B. Financial Statements for period ending September 30, 2018**

Financial Statements for the period ending September 30, 2018 were presented.

On MOTION by Supervisor Jordan seconded by Vice Chair Pitts with all in favor, the financials for period ending September 30, 2018 were accepted as presented.

**C. FEMA Reimbursement**

The District Manager reported that other than the case having been reopened, there continues to be nothing new to report.

**C. Website ADA Compliance**

The District Manager presented the plan setting forth the phases, which will be taken toward the end goal of ADA website compliance.

**H. Follow-up**

**i. Right-of-Way Stone Placement Concerns**

This item was tabled to allow the HOA to conduct the appeal by the homeowner and while this has been done we still await clarification prior to the CDD taking any further action.

**TENTH 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**

**Supervisors' Requests and/or Comment**

Comments were as follows:

- Supervisor Jordan expressed concern about a Stop Sign, which has become covered by vegetation and cannot be seen. Vice Chair Pitts is going to look at this.
- Supervisor Jordan also requested information regarding reserve funds being held by the Master Board for CDD assets. Mr. Aaron Thompson, the HOA's President reported that they will be having their Budget meeting the first part of November and that they will be reestablished then.

**TWELFTH ORDER OF BUSINESS**

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

A resident present inquired about the roadway striping and was advised that bids will be presented at next month's meeting.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further Orders of Business and

On MOTION by Supervisor Coghlan seconded by Vice Chair Pitts with all in favor, the meeting was adjourned at 6:49 p.m.

  
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 Secretary/Assistant Secretary

  
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 Authorized Signature