

**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 Monday, March 19, 2018 at 6 p.m. at the Heritage Greens Community Center, 2215 Heritage Greens Drive, Naples, Florida.

Present and constituting a quorum:

Bryan Landry	Chairperson – Not present
Barbara Pitts	Vice Chairperson
John Jordan	Assistant Secretary
Marsha Coghlan	Assistant Secretary
Hank Michaelson	Assistant Secretary

Also present were:

Cal Teague	Premier District Manager
Joe Subic	Cambridge Security
Residents	

***The following is a summary of the actions taken at the March 19, 2018 Heritage Greens CDD Board of Supervisors meeting.***

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order and District Manager Teague called the roll. All were present for today's meeting except Chairman Landry. Joe Subic from Cambridge Security was also present for today's meeting.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

This Order of Business being addressed with the Pledge of Allegiance, the next Order of Business followed.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

The Agenda was presented.

On MOTION by Ms. Coghlan seconded by Mr. Jordan with all in favor, the March 19, 2018 Agenda was approved as presented.
---

**FOURTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There being none, the next Order of Business was addressed.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes**

The Regular Meeting Minutes from February 19, 2018 were approved as presented.

On MOTION by Mr. Jordan seconded by Ms. Coghlan with all in favor, the Regular Meeting Minutes of February 19, 2018 were approved as presented.

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Gate Access Discussion**

District Manager Teague advised that there are still many requests for stickers coming in and reported one (1) more arranged sticker program after tonight's meeting. He further explained the process which will be followed after this last meeting which will be either on the tele-entry system and forwarded directly to Deanna at New IQ or for the sticker program on the two (2) dates will be given. If an individual is unable to make either date, then Ms. Coghlan will be contacted to assist. Question was raised about the call box and District Manager Teague reported there had been a few questions on this regard but not many, however, these callers are being advised of how to use the call box. Mr. Subic presented discussion regarding the guard situation which he is experiencing at this time.

**B. Sidewalk Repairs**

**i. Sidewalk inspection Report**

District Manager Teague presented Mr. Pepin's report and map for the Boards' review. There was report of a hole at 1803 Morning Sun being Missed, which will be taken care of.

**ii. Sidewalk Repair Bids**

District Manager Teague reported that three (3) Requests for Proposals were sent out thinking that three (3) bids would be received from these, however only one (1) was received. The Board of Supervisors felt they would like to receive additional bids. They did, however, go ahead and authorize proceeding forward with the project for a not to exceed amount

of \$7,200. Staff will attempt to obtain at least two (2) to three more (3) bids before proceeding to award as well as allow award of this project to the low bidder once obtained.

On MOTION by Mr. Jordan seconded by Ms. Pitts with all in favor, to proceed with the project for an amount not to exceed \$7,200 if additional bids obtained exceed that amount was approved.

**C. Storm Cleanup Update**

District Manager Teague reported no new information.

**D. Storm Water Management System Inspection Report**

District Manager Teague presented and discussed the Storm Drain Inspection Report and map completed by Extreme Divers as well as the amount of the bid they submitted. Based on the findings of the two (2) reports submitted, the Board of Supervisors stated they do wish for this cleaning to be done; however, they desire that at least two (2) additional bids be received. Staff will send RFPs to at least MRI and FUS in an attempt to obtain the two (2) additional bids. They also stated they would like this project to be completed before rainy season begins.

**SEVENTH ORDER OF BUSINESS**

**New Business**

**A. Club Homes III HOA Drainage Issues**

District Manager Teague reviewed. The Board had requested an opinion from Attorney Urbancic who has looked at everything and is in need of the following:

- He advised that the biggest problem at hand is not knowing the exact location and needs more information. The blanket easement probably will not work but there is a permanent easement. The blanket easement is only in place until the plats are all set up.
- Once the plats are approved, then those easements are in effect since they can be defined easier.
- He reported that the Board of Supervisors does have responsibility for drainage BUT that responsibility lies with the collection system and not necessarily the homes, however, there must be a system that is clean, will handle the discharge and not cause backing up. The Board requested that the Engineer review,

determine the cause as well as how to fix this problem at 1616 Morning Sun Lane with the issue being drainage and whether it is backing up into the homes or if it is running out to lake. Staff will send a letter to Mr. Ron Parrott, President of that Association what the Board of Supervisors has agreed to.

On MOTION by Ms. Pitts seconded by Ms. Coghlan with all in favor, obtaining report from the Engineer with regard to the above drainage issues was approved.

**B. FPL LED Light Changeout Program**

District Manager Teague reported that FPL has a program available if we move quickly to access this that allows for changeout of lights to LED with this program being a financial savings as well as a better and more efficient lighting system.

On MOTION by Mr. Jordan seconded by Ms. Coghlan with all in favor, authorization for either the Chairperson or Vice Chairperson to sign for completion of this project was approved.

**EIGHTH ORDER OF BUSINESS**

**Manager’s Report**

**A. Discussion of General Election**

District Manager Teague reported that this is an election year with Mr. Michaelson, Ms. Coghlan and Mr. Jordan being up for re-election. He further explained as follows:

- i. Qualifying Information – District Manager Teague reported that there are two (2) ways to get on the ballot, first by petition and the others pay \$25.00. If a candidate gets on by petition and has 25 valid signatures, then that must be submitted by noon, May 21, 2018. Other potential candidates have until the week they actually do the qualifications, which is June 18 to 24, 2018, however, this can be done in advance which is actually preferred so they can make sure that candidates have everything needed.
- ii. Resolution 2018-01 Confirming the District’s Use of the Collier County Supervisor of Elections to Continue Conducting the District’s Election of Supervisors in conjunction with the General Election.

On MOTION by Ms. Pitts seconded by Ms. Coghlan with all in favor, that Resolution 2018-01 as stated above was approved.

**B. Discussion of Fiscal Year 2019 Budget Schedule**

District Manager Teague reported that the Budget is underway and that a draft budget will be presented for the Boards' review at the April 16, 2018 meeting. He further reported no anticipated increase. He advised that if any of the Board of Supervisors has any particular desire, to please submit this to him via email. He went on to advise that when the Budget is submitted to the County, it will set the assessment rate and that if the assessment rate is increased, it can still be decreased, however, if it is exactly the same with no increase but the Board decides they need to increase, it would be too late at that point. The increase has to be done by the June 15, 2018 meeting.

**C. Financial Statements for period ending February 28, 2018**

Financial Statements for the period ending February 28, 2018 were presented.

On MOTION by Mr. Jordan seconded by Ms. Pitts with all in favor, the financials were accepted as presented.

**D. Follow-Up**

- District Manager Teague reported that the slope on the eastern canal is being cut this week.
- The paint selection for the guardhouse has been made and will be shared with Mr. Pepin. Staff will confirm the color.
- The hole by the front lake has been filled in.
- Tree trimming along Immokalee has been completed.

**NINTH ORDER OF BUSINESS**

**Attorney's Report**

This was addressed during the Club Homes III Drainage Issues.

**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**

There being none, the next Order of Business followed.

**TWELFTH 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 Ms. Pitts seconded by Mr. Jordan with all in favor,  
the meeting was adjourned at 7:00 p.m.

\_\_\_\_\_  
Calvin Teague  
Secretary

\_\_\_\_\_  
Barbara Pitts  
Vice Chairperson