

**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, November 20, 2017 at 6 p.m. at the Heritage Greens Community Center, 2215 Heritage Greens Drive, Naples, Florida.

Bryan Landry	Chairperson
Barbara Pitts	Vice Chairperson
John Jordan	Assistant Secretary
Marsha Coghlan	Assistant Secretary
Hank Michaelson	Assistant Secretary

Also present were:

Cal Teague	Premier District Manager
Residents	

The following is a summary of the actions taken at the November 20, 2017 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.

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 for this meeting and was approved.

On MOTION by Mr. Landry seconded by Ms. Pitts with all in favor, the November 20, 2017 Agenda was approved as presented.
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FOURTH ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no Audience Comments on Agenda Items the next Order of Business followed.

FIFTH ORDER OF BUSINESS

Approval of the Minutes

The Regular Meeting Minutes from October 16, 2017 were presented and approved with one (1) change on page 3, line 94 changing the word fob to sticker.

On MOTION by Ms. Coghlan seconded by Ms. Pitts with all in favor, the Regular Meeting Minutes from October 16, 2017 were approved with the one (1) change as amended.

SIXTH ORDER OF BUSINESS

Old Business

A. Gate Access Discussion

Discussion was held regarding gate operations was held as follows:

- Reminder that 12/31/2017 will be the last day that the current clickers will work on the front gate.
- The Board of Supervisors requested that the gates remain open when a guard is "On Duty" and present but the lift arms will remain engaged. When the guard leaves, however, the gates will remain closed until they open on their own.
- A letter from a resident requesting a fee waiver was submitted but was rejected by the Board of Supervisors.

On MOTION by Mr. Jordan seconded by Mr. Michaelson with all in favor, the resident letter submitted for a "fee waiver" was denied with a "NO EXCEPTION" policy being implemented and approved at the time as well.

B. Sidewalk Repairs

Chairman Landry reported that with the storm cleanup, he still has not been able to do anything about the sidewalks but hopes to have this completed for next meeting. When completed, the information will be provided to staff for bidding of the project.

C. Sign Post Painting Warranty Info

District Manager Teague passed out and reviewed the summary of storm expenses to date. A sign located at Crestview and Morning Sun Lane which was repaired was moved. It was the feeling that perhaps concrete was not reinstalled. Staff will check into this.

i. Wall Repair Bids

Subsequent to removal of the trees which continue to need removing, the Board of Supervisors requested that additional bids be obtained for the wall repairs being certain the written specifications within the RFP represent a clear and concise picture/explanation of exactly what needs to be done.

ii. Guardhouse Roof Repair Bids

This was completed for \$600.

SEVENTH ORDER OF BUSINESS

New Business

A. Tree Trimming on Immokalee Road

The Board of Supervisors accepted the low bid of \$4,375 from Professional Landscaping with bid from Ramirez being considered as well.

On MOTION by Mr. Jordan seconded by Mr. Michaelson with all in favor, low bid proposal submitted by Professional Landscaping for the amount of \$4,375 was approved as presented.

B. Pest Control for Guardhouse

It was reported that the guards have been having problems at the guardhouse with fire ants, etc. A proposal was received from Prototype Pest Control at a cost of \$60 for services that would be provided every other month (total \$180 per year) to treat the Guardhouse every other month and this was approved.

On MOTION by Ms. Pitts seconded by Mr. Jordan with all in favor, proposal from Prototype Pest Control in the amount of \$60 for services provided every other month was approved.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Financial Statements for period ending October 31, 2017

Financial Statements for period ending October 31, 2017 were presented.

On MOTION by Mr. Jordan seconded by Ms. Coghlan with all in favor, the Financial Statements for the month ending October 31, 2017 were accepted as presented.

B. Follow-up

There being none, the next Order of Business followed.

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

Supervisors’ Requests and/or Comment

- Supervisor Michaelson asked that a storm system inspection be performed.
- Vice Chairperson Pitts asked if a new chair could be provided for the guardhouse.
- Chairperson Landry asked that the contact information for the storm system analysis be sent to him.

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 Mr. Michaelson seconded by Ms. Coghlan with all in favor, the meeting was adjourned at 6:40 p.m.

Calvin Teague
Secretary

Bryan Landry
Chairperson