

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, February 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
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 February 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.

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 approved as presented.

On MOTION by Mr. Michaelson seconded by Mr. Jordan with all in favor, the February 19, 2018 Agenda was approved as presented.

FOURTH ORDER OF BUSINESS

Audience Comments on Agenda Items

- Ron Parrott was present and commented on recent difficulties getting something placed on the Agenda.
- Peter Forsyth asked about storm cleanup with acknowledgement from the Board of some hurricane damage along the fence between the first and third houses on the left coming in Heritage Greens and approved this for cleanup.

On MOTION by Mr. Landry seconded by Ms. Pitts with all in favor, to have landscaper cleanup the area behind the first three (3) homes on left coming in was approved

FIFTH ORDER OF BUSINESS

Approval of the Minutes

The Regular Meeting Minutes from December 18, 2017 were presented and approved with correction as indicated to Line 61, Gate hours being changed to 7:00 p.m. to 4:00 a.m.

On MOTION by Ms. Pitts seconded by Ms. Coghlan with all in favor, the Regular Meeting Minutes of December 18, 2017 were approved as amended.

SIXTH ORDER OF BUSINESS

Old Business

A. Gate Access Discussion

The Board of Supervisors discussed gate operations as follows:

- Question was raised regarding the “Clickers” and whether or not they are still working. Staff will confirm the “Clickers” are not still opening the Gate as agreed.
- District Manager Teague advised that PDM will be receiving all Gate questions going forward and the online forms will be revised as such. This information will be passed on to New IQ who maintains the database for the tele-entry.
- Supervisors Coghlan and Jordan will host two (2) more sticker events, one on March 19, 2018 after the regular Board of Supervisors meeting and another on Saturday, April 7, 2018 from 12:00 noon to 2:00 p.m.

B. Sidewalk Repairs

Staff will identify and mark all of the cracked and/or raised sections of sidewalk, which create potential trip hazards (1/2” or more). These will be placed on a map and bids will

be obtained for repair. This inspecting and marking project will be completed at a cost of \$600. Also identified is a short section of sidewalk, which is no more than approximately 6' long at 1986 Morning Sun that needs to be removed as well. Once all of these areas have been identified and marked on a map, bids will be obtained for repair and presented to the Board at next meeting.

C. Storm Cleanup Update

District Manager Teague presented what appears to be the final storm expense summary, which was submitted to the insurance company for their consideration.

i. Wall Repair Bids

District Manager Teague reported that we still await determination from insurance on this item as well but will be submitted to FEMA subsequent to insurance finalizing their portion of the claim.

D. Storm Water Management System Inspection Report

After discussion, the Board of Supervisors requested better identification of the areas as well as the costs that will be involved in addressing these problem areas stating they would like the unlocated structures found even if they have to use metal detectors and/or probes.

E. Tree Trimming on Immokalee Road Update

The tree trimming has been completed, however, question remains as to whether the stump hole has been filled or if sod replacement has been completed.

F. Security Company Performance Discussion

This was addressed earlier in the Agenda Items since Mr. Joe Subic of Cambridge Security was present to hear the Boards' concerns. He introduced himself and advised the Board of his qualifications. He introduced Juan, his new Field Training Officer Inspector advising that he will be responsible for assuring that the Security Staff are performing as directed. He advised that there are many improvements planned going forward and thus, based on Mr. Subic's background, experience and presentation, the Board decided to hold off on any further bid solicitation at this time.

SEVENTH ORDER OF BUSINESS

New Business

A. Community Entry Landscaping

i. PJM Termination Letter

This was reviewed with the Board.

ii. RFP Landscaping

No issues identified.

iii. Proposals from Vendors

Seven (7) RFPs were sent out with three (3) companies returning bids.

Professional Landscaping returned the low bid of \$1,650 to whom the contract was awarded.

On MOTION by Mr. Jordan seconded by Ms. Coghlan with Ms. Pitts voting No, Proposal from Professional Landscaping in the amount of \$1,650 was approved.

B. Guardhouse Maintenance Inside

After discussing some Guardhouse maintenance issues that had been brought to light such as painting, cleaning, new blinds as well as some other improvements, the Board authorized PDM to address these issues in an amount not to exceed \$1,000. Supervisor Coghlan and Pitts will work with staff in the selection of colors, blinds, etc.

On MOTION by Mr. Landry seconded by Mr. Michaelson with all in favor, Gatehouse maintenance improvements in an amount not to exceed \$1,000 were approved with Ms. Coghlan and Ms. Pitts assisting with product selection and colors, etc.

C. Slope Mowing Along the Canal on East Side of Property

After discussion, award was to Professional Landscaping for \$2,350.

On MOTION by Mr. Landry seconded by Mr. Jordan with all in favor, Proposal from Professional Landscaping for \$2,350 was approved.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Financial Statements for period ending December 31, 2017

Financial Statements for the period ending December 31, 2017 were presented.

Financial Statements for period ending January 31, 2018

Financial Statements for the period ending January 31, 2018 were presented.

On MOTION by Mr. Landry seconded by Ms. Pitts with all in favor, the Financials for months ending December 31, 2017 and January 31, 2108 were accepted as presented.

C. Follow-Up

- The Board asked that PDM change bulbs at the Guardhouse while doing other tasks on the premises.
- The Board asked that power washing bids be ready for consideration at the November meeting.

NINTH ORDER OF BUSINESS

Attorney’s Report

The Board discussed a request that had been received from Club Homes III HOA to address drainage problems with a legal opinion being presented by their attorney. The Board of Supervisors asked that this be placed on next Agenda with a copy of the plat being supplied as well as an opinion from District Attorney Urbancic regarding the CDD’s obligation in this matter.

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

- The Supervisors requested that the hole by the front lake be fixed.
- Vice Chairperson Pitts requested that “Children at Play” signs be cleaned as they appear to have been painted over.
- Chairperson Landry stated that the switch in the Guardhouse is not supposed to control both the lift arms and the swing gate but it is and requested that this be fixed.
- Supervisor Jordan commented that the street sign on Avion Court is too small and needs to be replaced. He also advised that staff should contact FPL to be included in the FPL LED changeout program.

TWELFTH ORDER OF BUSINESS

Audience Comments (Limited to 3 per speaker)

Comments regarding tree cutting as well as irrigation issues were noted and addressed as above.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further Orders of Business and

On MOTION by Mr. Landry seconded by Ms. Coghlan with all in favor, the meeting was adjourned at 7:48 p.m.

Calvin Teague
Secretary

Bryan Landry
Chairperson