

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

The regular meeting of the Board of Supervisors of the Heritage Palms Community Development District was held on Monday, January 22, 2018 at 8:00 a.m. at the Heritage Palms Golf and Country Club, 10420 Washingtonia Palm Way, Fort Myers, Florida.

Present and constituting a quorum were:

Stan Switzer	Chairman
Larry Harvey	Vice Chairman
Al O'Brien	Assistant Secretary
Paul Schafer	Assistant Secretary – Left @ 10:30 a.m.
Fred DeCotis	Assistant Secretary

Also present were:

Calvin Teague	District Manager
Sam Marshall	Engineer

The following is a summary of the minutes and actions taken at the January 22, 2018 Heritage Palms CDD Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The Chairman called the meeting to order and District Manager Teague called the roll. All Board members were present. Engineer Sam Marshall was also present for today's meeting.

SECOND ORDER OF BUSINESS

Approval of the Agenda

The Agenda was presented.

On MOTION by Mr. Schafer seconded by Mr. O'Brien with all in favor, the January 22, 2018 Agenda was approved as presented.
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THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being none, the next Order of Business followed.

FOURTH ORDER OF BUSINESS

Approval of the Minutes

The Regular Meeting Minutes for November 27, 2017 were presented.

On MOTION by Mr. Harvey seconded by Mr. O'Brien with all in favor, the Regular Meeting Minutes of November 27, 2017 were approved as presented.

FIFTH ORDER OF BUSINESS

Attorney's Report

There being none, the next Order of Business followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Inspect Paver Area for Settling at the Side Entrance

Engineer Marshall reported that the only thing he had for discussion was inspection of the paver blocks to assess the degree of settling which has taken place. He stated that he has evaluated these pavers as has staff with findings as follows:

- He stated that while he felt these paver blocks remain in pretty good shape and structurally sound, especially considering the level of traffic, that a couple of different concerns remain, which are combined with the ribbon curb and how the pavement meets this ribbon curb to render a smooth transition. He stated that of course, a few may have to be re-laid in time but not currently.
- Therefore after hearing the results of the Engineer's evaluation and after extensive discussion, it was the Boards' feeling that the cost of \$3,000 to \$4,000 for replacement is not warranted at this time.
- The Board asked that staff work on identifying areas of concern recording the depth of any sinking and monitor periodically for any continued deterioration.

B. Lake 14 Outflow to Lake 30 Update

Chairman Switzer asked that Engineer Marshall go ahead and proceed with any other Agenda items that he needed to discuss at this time, which he did as follows:

- The plans presented at the prior meeting for this project were reviewed one more time. Engineer Marshall stated that he will provide Field Manager Pepin with the specifications that will need to be included in the RFP. This project has already

been approved by the Board at an amount not to exceed \$7,500 at the last meeting. Chairman Switzer expressed concern that no action had been taken on this project to date. Discussion continued with District Manager Teague advising that this will be done prior to next meeting.

C. Lake 8 Erosion Repair Behind Building 10361

This too was discussed during the Engineer's Report per Chairman Switzer's request as follows:

- District Manager Teague commented that the Board might wish to hear Engineer Marshall's input on Proposals that had been received for this Project. The Board, however, had issues with the bids and asked for rebidding with additional lake banks being include in the revised RFP's.
- Supervisor Harvey and Field Manager Pepin will survey the lakes and prioritize based on need within a three (3) to five (5) year plan of erosion repairs.
- Note was made that the preferred method of repair is GFT.
- Field Manager Pepin will provide Supervisor Harvey with American Restoration's contact information.

SEVENTH ORDER OF BUSINESS Old Business

A. Lake and Wetland Maintenance Performance Update

i. Littoral Maintenance

- District Manager Teague began by stating that the storm had basically delayed everything for Mr. Ayres but reported that he had been able to take care of the hand-cutting of the Hybrid Cannas in December per request.
- Chairman Switzer pointed out that recurring noticeable issues are being identified with the Board wanting to make certain that Field Manager Pepin is making Mr. Ayres aware of these issues. Lakes 5 and 6 were cited as examples. District Manager Teague assured the Board that Mr, Ayres is being made aware but will confirm.

ii. Littoral Planting Update

Since there is no longer an option for an early planting, the Board acknowledged the fact that this will now be postponed until April or May. The Board desired clarification, however that when this replanting does occur, it will be based on Mr.

Ayres original Proposal and will follow the “Master Plan” which was developed by Supervisor Harvey, Field Manager Pepin and Mr. Ayres, himself. District Manager Teague advised that he has a copy of this “Master Plan” if needed by anyone.

B. Bathymetric Study Update

The coring has been completed but the report has not yet been received. Field Manager Pepin will continue to follow up on this issue.

C. FY 2017 Micro-surfacing Project Update

This project has been successfully completed and final payment has been made. There remains an open permit, however, and Engineer Marshall will follow-up on this. Field Manager Pepin will also get with Jake to confirm that everything has been closed out. At this point, Chairman Switzer mentioned the Page Numbers within the Agenda. He asked if it would be possible going forward that Agenda pages be numbered consecutively throughout the packet for ease of locating referenced items. District Manager Teague stated that this will be implemented going forward on future Agendas.

D. Insurance and Reimbursement from Storm Damage

An updated summary of CDD costs was presented for review. Prior to submission, however, two (2) items remain for follow up as follows:

- Field Manager Pepin will do a survey of the perimeter fencing to confirm it is intact and that there are no additional areas in need of repair.
- District Manager Teague also stated that it appeared the Engineer had submitted his invoice showing all charges as “hurricane expense” which they were not. Thus, he will have this corrected as well prior to submission.

E. Storm Water System Cleaning Update

This has been completed.

F. Lake 14 Outflow to Lake 30 Update

As above. Please see Sixth Order of Business, Engineer’s Report.

EIGHTH ORDER OF BUSINESS New Business

A. Lake Erosion Repair Behind Building 10361

As above. Please see Sixth Order of Business, Engineer’s Report.

B. Resident Request: Proposal for Gutter Improvements in Front of 10400 Curry Palm Way

Chairman Switzer stated he had had someone look at this for this resident with the cost being stated as \$1700. The Board declined any consideration whatsoever.

C. Pressure Cleaning Guard House Brick Pavers

The proposal for power washing the brick pavers by the Clubhouse was presented for review. The bid included the crosswalks only; the paver bricks at the Guard House were not included. Therefore, an additional quote was requested adding paver bricks at the Guard House, which was approved with the following stipulations:

- Scrub brushes MUST be used along with a “GOOD” cleaning solution.
- The Board of Supervisors and Field Manager Pepin asked that some “really good” before-and-after pictures be obtained along with perhaps some side-by-side pictures to hopefully be able to determine if the end product after the pressure washing is significant enough to warrant the amount paid. Therefore,

On MOTION by Mr. Schafer seconded by Mr. Switzer, Mr. O’Brien voting NO, the submitted Proposal with additional quote was approved with the stated stipulations as well as the Boards’ spoken desire that the pavers have a “look new” appearance upon completion.

- At this point, extensive discussion again ensued regarding the seemingly indelible paint which remains on sidewalks throughout the subdivision that was left by Summit. District Manager Teague advised that he check with the attorney and attempt to identify the best manner of proceeding forward to reach the desired end. The Board agreed that Summit should be responsible for any charges incurred in removing the paint from the sidewalks and restoring this property to its original condition.
- Chairman Switzer advised that since District Manager Teague will be meeting with Attorney Urbancic in the near future, that there is another issue with a resident on King Palm needing his attention as this resident is in violation of many Codes.

D. 2018 Concrete Repairs

The Proposal from Conidaris for repair of sidewalks and gutters was presented for review in the amount of \$4,795.

On MOTION by Mr. Schafer seconded by Mr. Harvey with all in favor, the Proposal submitted by Conidaris for the amount of \$4,795 was approved.

NINTH ORDER OF BUSINESS

Field Manager’s Report

A. Field Report for December 2017

The December report was reviewed with discussion as follows:

- Field Manager Pepin will be asked to obtain quotes for thermoplastic striping at the crosswalks.

B. Field Report for January 2018

The January report was reviewed with discussion as follows:

- Comment was made with regard to the aerators that remain “out” at Lakes 5 and 6. This is the result of an FPL action and continues as a carryover from the December report. Further investigation revealed that an FPL wire is exposed and needs to be resolved. Once the manner of repair is identified by FPL, West Coast Electric will be the contractor to fix this.
- Field Manager Pepin will be asked to obtain Proposals for sandblasting of the sidewalk paint markings per prior discussion above.

TENTH ORDER OF BUSINESS

Manager’s Report

The financials for November 2017 and December 2017 were submitted.

A. Financials for November 2017

Financials for period ending November 30, 2017 were accepted as presented.

B. Financials for December 2017

Financials for period ending December 31, 2017 were accepted as presented.

On MOTION by Mr. DeCotis seconded by Mr. O’Brien with all in favor, the Financials for period ending November 30, 2017 and December 31, 2017 were accepted as presented.

ELEVENTH ORDER OF BUSINESS HOA Report

There being nothing, the next Order of Business followed.

Supervisor Schafer left the meeting at 10:30 a.m.

**TWELFTH ORDER OF BUSINESS Supervisor's Reports, Requests and
Comments**

- Supervisor Harvey commented that he sent a picture of a washout at Lake 20 right next to Royal #2 tee box to District Manager Teague. He further stated that it does not appear to have anything to do with erosion, etc., but instead looks like there may have been a sprinkler head that developed a leak, but nonetheless needs to be repaired. District Manager Teague reported that Field Manager Pepin will see that this is taken care of.

THIRTEENTH ORDER OF BUSINESS Audience Comments

There being none, the next Order of Business followed.

FOURTEENTH ORDER OF BUSINESS Adjournment

There being no further business, and

On MOTION by Mr. Harvey seconded by Mr. O'Brien with all remaining in favor, the meeting was adjourned at 10:54 a.m.

Calvin Teague
Secretary

Stan Switzer
Chairman