

# Approved Meeting Minutes

March 23, 2020

## Heritage Palms

### Community Development District

The regular meeting of the Board of Supervisors of the Heritage Palms Community Development District was held on Monday, March 23, 2020 at 8 a.m. by teleconference with the requirements for a quorum being physically present waived under the Governor's Executive Order 20-69.

**Attending via teleconference due to Executive Order 20-69 waiving the quorum requirement were:**

Stan Switzer – Chair

Paul Schafer – Assistant Secretary

Al O'Brien – Assistant Secretary

Mike Whitten – Assistant Secretary

Fed DeCotis – Assistant Secretary

**Also attending via phone were:**

Cal Teague – District Manager

Greg Urbancic – Attorney

Christopher Dudak – Assistant to the District Manager

*The following is a summary of the actions taken at the Heritage Palms Community Development District (CDD) Board of Supervisors meeting.*

### FIRST ORDER OF BUSINESS

### Call to Order and Roll Call

The meeting was called to order and the District Manager called the roll. All Board members were present.

### SECOND ORDER OF BUSINESS

### Approval of the Agenda

The Agenda was presented and approved.

**On MOTION by Supervisor Schafer, seconded by Supervisor O'Brien, with all in favor, the Agenda was approved as presented.**

## **THIRD ORDER OF BUSINESS**

## **Audience Comments on Agenda Items**

There being none, the next Order of Business followed.

## **FOURTH ORDER OF BUSINESS**

## **Minutes of Meeting**

The Regular Meeting Minutes were presented and approved.

**On MOTION by Supervisor DeCotis, seconded by Supervisor Schafer, with all in favor, the Regular Meeting Minutes of February 24, 2020 were approved as presented.**

## **FIFTH ORDER OF BUSINESS**

## **Attorney**

The Attorney briefed the Board on SB1466. It passed both Houses and is awaiting the Governor's signature. He expects it to be effective July 1st. Districts will not have to post the entire agenda packet on their websites under this bill, just the Agenda. He said a bill to allow Districts to advertise their meetings on the website to avoid the expense of advertising in newspapers was defeated. Also addressed was the possibility of conducting future meetings via online meeting apps in lieu of in-person quorums due to Covid-19 concerns. The agenda packet will be posted until that time.

## **SIXTH ORDER OF BUSINESS**

## **Engineer**

There being none, the next Order of Business followed.

## **SEVENTH ORDER OF BUSINESS**

## **Old Business**

### **A. North Boundary Fence Project**

Sunstate Fence is awaiting permitting to be approved for this project; the deposit has been paid.

### **B. Lake L-6 Fence Repair Update**

The Field Manager installed a cable from both gates so that they can no longer swing open. He will monitor the effectiveness of this.

### **C. Stormwater Management System Cleaning Update**

The Field Manager reported that MRI said their crew spent a couple of days cleaning out the roadway basins and will have two crews consistently onsite after April 12 to finish the project. Several Board members commented that they hadn't noticed anyone from MRI onsite. The Field Manager will monitor to ensure they are performing in a timely manner.

## **D. Erosion Repair for Lakes 4 & 8 Update**

This work is expected to start in early to mid April by Lake & Wetlands.

## **E. Pavers at Cart Crossings Update**

### **i. Mill Down Asphalt at Cart Crossing on Curry Palm Proposals**

A proposal from D&G Pavement was presented to mill out and regrade the asphalt at the Curry Palm cart crossing for \$1,152 for 144 square feet of asphalt. It was to be a test site to see if the Board wants to consider this at other crossings. The Board wants proposals for all of the crossings in need of repair. The Chair encouraged all the supervisors to look at each crossing to see which should be corrected using this process. This is on hold pending further investigation.

## **F. Spike Rush Cutting Update**

L&W is working through all the lakes with the harvester and then the ground crew is following and manually raking the cut vegetation. The crew is several days behind the harvester so there will be dead spike rush floating in some of the lakes for a couple of days.

## **EIGHTH ORDER OF BUSINESS      New Business**

### **A. Aerator & Fountain Maintenance Proposals**

Lake Doctors and Florida Fountains submitted proposals. The Board considered these proposals but decided not to make changes at this time. They will monitor Solitude's performance in the upcoming months.

## **NINTH ORDER OF BUSINESS      Field Manager**

### **A. Field Report for March 2020**

The following comments were made:

- The Lake & Wetlands report was received.
- The aerators and fountains were discussed.
- The filter sock presented by Supervisor Schafer at the last meeting should be reviewed by the Field Manager for the next meeting.
- The Lake 4 repair of washouts and Lake 15 planting of Fakahatchee grass should be completed.
- The Hybrid Canna and Bacopa are growing and spreading nicely. It will stabilize the bank and can live under water while providing color.
- The amount of algae is down on several lakes.
- At Seminole Palm Lane, the trip hazard was fixed.
- The ADA curb was painted yellow near the clubhouse.

## **B. Follow-Up Items**

There being none, the following Order of Business followed.

## **TENTH ORDER OF BUSINESS      District Manager**

### **A. Website Launch**

#### **i. Senate Bill 1466 Proposed Changes**

Discussed under the Attorney's Report.

#### **ii. Website Management Agreement**

The proposed agreement was presented and approved after review from the Attorney.

<p><b>On MOTION by Supervisor Schafer, seconded by Supervisor Whitten with all in favor, the Board approved the Website Management Agreement as was written.</b></p>
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### **B. FEMA Update**

FEMA approved the \$11,260 in reimbursement and payment is expected soon. Administrative costs are still being negotiated.

### **C. Estoppel**

Resolution 2020-01 was presented to amend the Management Agreement to allow for a \$45 per hour grant administration fee upon Board approval. They also acknowledge that PDM charges \$150 for preparing estoppel requests.

**On MOTION by Supervisor Whitten, seconded by Supervisor O'Brien with all in favor, the Board approved Resolution 2020-01 to amend the Management Agreement to allow for a Grant Administration fee of \$45/hour for staff support and \$150 for preparing estoppel requests.**

## **D. FY2021 Draft Budget Presentation**

The Board discussed the need for an increase in the budget. They would like to see a Capital Improvement Plan (CIP) included with the budget if the \$100/unit increase in assessments is approved to start in the November tax bill. There is a difference between the two budgets (one with and one without the \$100 increase) that needs to be resolved. The two primary concerns were roadway surfaces and exposed geotubing. The Board requests the Engineer to provide an estimated cost for road surface replacement needs for the next meeting.

## **ELEVENTH ORDER OF BUSINESS**

## **Financial Statements for February 2020**

The Financial Statements for February 2020 were accepted as presented.

**On MOTION by Supervisor Schafer, seconded by Supervisor O'Brien with all in favor, the Board approved the Financial Statements for February 2020.**

## **TWELFTH ORDER OF BUSINESS**

## **HOA Report**

There being none, the next Order of Business followed.

## **THIRTEENTH ORDER OF BUSINESS**

## **Supervisor Reports, Requests & Comments**

Supervisor Whitten, as a resident on the HOA Road Safety Committee, said they did not meet due to the coronavirus emergency so there is no progress at this time.

**FOURTEENTH ORDER OF  
BUSINESS**

**Audience Comments**

There being none, the next Order of Business followed.

**FIFTEENTH ORDER OF  
BUSINESS**

**Adjournment**

There being no further Orders of Business, and

**On MOTION by Supervisor Whitten, seconded by Supervisor O'Brien, with all in favor,  
the meeting was adjourned at 9:47 a.m.**

Next Meeting: April 27, 2020 at 8 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair