

*Heron Isles  
Community Development District*

*May 2, 2019*

# *Heron Isles*

## *Community Development District*

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*475 West Town Place, Suite 114, St. Augustine, Florida 32092*

*Phone: 904-940-5850 Fax: 904-940-5899*

April 25, 2019

Board of Supervisors  
Heron Isles Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the Heron Isles Community Development District will be held Thursday, May 2, 2019 at 10:30 a.m. at the Compass Group offices, 961687 Gateway Boulevard, Suite 201M, Amelia Island, Florida.

- I. Roll Call
- II. Audience Comments
- III. Approval of Minutes
  - A. February 7, 2019 BOS Meeting
  - B. April 9, 2019 Special Meeting
- IV. Update on Pending Projects
  - A. Landscaping – HOA Contribution
  - B. Additional Parking for Playground Park and Soccer Field
- V. Discussion on Amenity Policies – Access Cards
- VI. Ratification of Contract with Absolute Contracting, Co. for Graylon Drive Storm Drain Repairs
- VII. Consideration of Resolution 2019-06, Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing Date for Adoption
- VIII. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager – Report on the Number of Registered Voters (1,230)
  - D. Property Manager – Report
- IX. Supervisors' Requests and Audience Comments
- X. Financial Reports
  - A. Balance Sheet & Income Statement
  - B. Assessment Receipt Schedule
  - C. Approval of Check Register
- XI. Next Scheduled Meeting – August 1, 2019 at 10:30 a.m. at the Association of Realtors, 910 S. 14<sup>th</sup> Street, Fernandina Beach, Florida 32034
- XII. Adjournment

Enclosed under the third order of business are copies of the February 7, 2019 Board of Supervisors meeting minutes and April 9, 2019 special meeting minutes for your review and approval.

The fourth order of business is update on pending projects. Any backup documentation will be provided under separate cover.

The fifth order of business is discussion on the amenity policies specifically related to access cards and setting a public hearing date to set rates on the access cards.

The sixth order of business is ratification of contract with Absolute Contracting Co. for Graylon Drive storm drain repairs. A copy of the contract is enclosed for your review.

The seventh order of business is consideration of resolution 2019-06, approving the proposed budget for fiscal year 2020 and setting a public hearing to adopt the budget. Copies of the resolution and budget are enclosed for your review and approval.

Copies of the financial reports are enclosed for your review and approval.

The balance of the agenda is routine in nature. Staff reports and any additional support material will be presented and discussed at the meeting. If you have any questions, please contact me.

I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,

*Ernesto Torres*

Ernesto Torres  
District Manager

## *AGENDA*

# Heron Isles Community Development District *Agenda*

Thursday  
May 2, 2019  
10:30 a.m.

Compass Group  
961687 Gateway Blvd, Suite 201M  
Amelia Island, Florida  
Call in #: 800-264-8432  
Passcode: 433354  
[www.heronislescdd.com](http://www.heronislescdd.com)

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## *MINUTES*

*A.*



MINUTES OF MEETING  
HERON ISLES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Heron Isles Community Development District was held on Thursday, February 7, 2019 at 10:30 a.m. at the Compass Group Conference Room, 961687 Gateway Blvd., Suite 201K, Amelia Island, Florida.

Present and constituting a quorum were:

Ricky Rowell	Chairman
Don Lyons	Vice Chairman
Kathleen Blessing	Supervisor
Robert Martyn	Supervisor

Also present were:

Ernesto Torres	District Manager
Jason Walters	District Counsel (by phone)
Cheryl Graham	Leland Management

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 10:30 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. William Harvey, 97529 Albatross Drive, stated I'm the President of the homeowners association. I wanted to ask the CDD to consider looking at improvements to the landscape.

Mr. Torres stated that would be something to discuss under the next audience comments portion of the meeting because landscape is not an item on the agenda.

Mr. Harvey stated the only other thing I have is we have the MOU with the Sheriff's office. I'm here to sign the agreement as well.

Mr. Torres stated this was a topic that was discussed at the last meeting and we are definitely pursuing that and that's why it's on the agenda now.

Mr. Dan Hubbs, 97556 Albatross Drive, stated there is a mole working the road along Heron Isles Parkway toward Quagmire tearing the place up. Is this the place to discuss that?

Mr. Torres stated these are the comments that we look to discuss under item XIII later in the meeting.

Mr. Greg Watson, 85078 Furtherview Court, stated I'd like to address the covering of the mailboxes and lighting.

Mr. Torres stated that would be another item later on.

### **THIRD ORDER OF BUSINESS**

#### **Organizational Matters**

##### **A. Consideration of Resolution 2019-04, Declaring a Vacancy in Seat 4**

Mr. Torres stated Justin Blessing vacated his seat by not qualifying for election. We will need to declare the seat vacant before we can decide anything further.

On MOTION by Mr. Rowell seconded by Mr. Lyons with all in favor Resolution 2019-04 was approved.

##### **B. Consideration of Appointing a New Supervisor to Fill Seat 4**

Mr. Torres stated in your agenda package you will see a letter from Greg Watson stating his interest in becoming a CDD board member. I've also handed out a letter from Justin Blessing who wishes to be considered as well. Don, I think you may know of another person that is interested.

Mr. Lyons stated yes but she's decided to look elsewhere.

Mr. Torres stated at this point there are two candidates that have declared interest in filling seat four. I'd ask for the Board to make a motion as to whom you wish to appoint to that seat.

On MOTION by Mr. Lyon seconded by Mr. Rowell with all in favor appointing Justin Blessing to seat four was approved.

##### **C. Oath of Office for Newly Appointed and Elected Supervisors**

Mr. Torres stated Mr. Blessing is not here today so I will administer his oath before the next meeting.

##### **D. General Information for New Supervisor**

##### **E. Consideration of Resolution 2019-05, Designating Officers**

Mr. Torres stated this is standard procedure any time we have a new supervisor. If the Board would like to restructure the slate of officers, this is the time to do it.

On MOTION by Mr. Martyn seconded by Mr. Lyons with all in favor the slate of officers remaining as-is was approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Proposals for Engineering Services**

Mr. Torres stated I reached out to a firm I work with a lot, ETM, and they declined to submit a proposal. I also work with Yuro & Associates often and his proposal is included. It's a bit of a smaller firm. The prices are not included in your agenda package because as Jason reminded me, this is a request for qualifications. If you decided to engage Mike Yuro's firm then we would negotiate pricing. My recommendation is he not attend the meeting unless we are in need of engineering services to save costs and he can perhaps call in as Jason does often. Mike is the engineer for Turnbull Creek CDD and again, he is a smaller firm but able to handle CDD-type issues. Or you may stick with your current engineer. Since I have been on the District we have not had a need to have the engineer attend the meeting.

Mr. Lyons asked didn't the current engineer come in to discuss the pool?

Ms. Blessing stated yes but he didn't charge us.

Mr. Torres stated we can remain with your current firm if preferred. We budgeted \$7,500 last year for engineering services and I don't believe we spent any of that.

Mr. Rowell stated there were some issues with being able to get a hold of him and him getting back to us in a timely manner.

Mr. Torres stated there was and that's why Dave recommended the Board consider a replacement.

Mr. Rowell asked so you're asking for a motion to get a bid for the pricing?

Mr. Walters stated the way it works is a two-step process. You send out the request for qualifications and then you have the firms submit and then you rank them, although in this case we only have one proposal. After the ranking is done the next step is what we call competitive negotiation, which is essentially getting the rates from the firm, making sure everyone is comfortable with them, and then negotiating the contract itself. If the Board is comfortable with moving forward with Yuro & Associates and negotiating the contract that would be the motion to take that action.

Mr. Rowell asked Jason, did you see any issues with the qualification packet?

Mr. Walters stated I did not. If you look through the statutory requirements they are certainly all met and this is a firm that has done work with the CDDs previously, which always helps in terms of knowing the public procurement and sunshine issues.

On MOTION by Mr. Lyons seconded by Mr. Rowell with all in favor selecting Yuro & Associates as the most qualified firm and authorizing staff to negotiate a contract was approved.

## **FIFTH ORDER OF BUSINESS**

### **Discussion of Speed Bumps on Commodore Point Drive**

Mr. Torres stated as you'll recall we had a discussion regarding speed bumps and at that point we thought it would be a good time to include it in the survey that went out to the residents. I'd like to turn it over to Cheryl to provide us with those results.

Ms. Graham stated on November 29<sup>th</sup> we had the membership meeting for the homeowners of Heron Isles. It was added onto the ballot since we were electing members to the on the board of directors for the association. Not everyone responded to the question. The first question was, "are you in favor of speed bumps". 48 said yes and 72 said no, the rest did not respond. The second question was, "would you be willing to have a speed bump on the road in front of your home". 20 said yes and 94 said no.

Mr. Torres stated Jason and I also had discussions regarding the feasibility and legality of having speed bumps. Jason, can you talk about that?

Mr. Walters stated it's an interesting dynamic in terms of we're a public entity that owns the roads so they're public roadways but CDDs do not have authority over traffic and we've talked about that a few times in the past. On some level if the Board wanted to move forward with speed bumps we would need something from the County. Different counties I'm learning do it differently. Some have very specific traffic studies with formal voting requirements from all of the residents within the community and it has to meet certain thresholds. I think from our discussion the consensus seemed to be in Nassau County that it was a little less rigid and essentially as long as they didn't see safety issues or things like that and we had the funding to do it, they were okay with it but we'd have to certainly circle back with them because for instance, we couldn't say we want the speed limit to be a certain speed or we want a yield sign here. Those are all traffic authority issues that are vested solely in cities and counties, not CDDs.

Mr. Torres stated so I guess at this point staff is asking the supervisors for additional guidance. Last time we discussed this with the board I thought a wise recommendation was to ask the residents because more often than not the people that attend these meetings are the ones who represent the entire community.

Mr. Rowell stated I don't think speed bumps would be a good recommendation at this point. I think we're moving forward in the right direction with the contract with the Sheriff's office and getting them to help us with that problem. Also, I would like to ask Jason if there is a standard or law that regulates how many speed limit signs are in our subdivision because as I ride around I only see one or two, maybe three, so maybe they don't know what the speed limit is. I know from Heron Isles Parkway all the way to my house there's one and you really have to look for it. Maybe we want to look at posting more speed limit signs and seeing if this helps reduce the problems we're having.

Ms. Blessing stated I agree.

Mr. Walters stated that's another thing, I think we can go to the county and make that request. I think they'd be fine with that. Again, there a lot of weird things that go into this in terms of placement of signage. You don't want it in the wrong spot where if a car hit it it could cause additional injuries or damage but I think from the county's perspective they're probably okay with adding those signs so long as the District was willing to fund that. The other thing I've seen done, and it somewhat depends on how the main entrance to a community is set up, is you can have kind of an informal sign stating what the speed limit throughout the community is. If you have a good place up front for it, sometimes that's a good way to do it too because as soon as you come in you see that notification that this is the speed limit throughout the entire community.

Ms. Blessing stated since we're more than likely going with police enforcement, can we put a sign up, like people put signs up in front of their house, saying police enforced or some kind of indication that we're enforcing the speed limit?

Mr. Walters stated in terms of private property that's up to the homeowner and whether the HOA allows that type of signage. You often see the "caution, children at play" signs that people put in front of their house so as long as that's okay with the HOA that's certainly something we can do. Now that we have the agreement with the Sheriff's office, sometimes they will do studies as well where they will put a radar detector sign out there and that can survey the

cars coming through to figure out what the rate of speed of 'X' amount of cards is and sometimes they have flashing signs where it flashes saying you're going 40 in a 30 or whatever it is. It's just a reminder that you're going to fast. I've gone through this process at several districts, and I just went through this with a district in St. Johns County, and what they often find is that there's a handful of speeders and they're going to notice most people are going within a reasonable amount and they'll say that doesn't justify raising to a level of 'X, Y, or Z'. Unfortunately those are the same people that aren't going to slow down even if they see additional signage but we can certainly engage the Sheriff's department, especially now that we have this agreement with them, to say here's the issues we're dealing with, here's where they are, can you do some random enforcements and add additional signage and say we're trying to address the issue in the most efficient and effective way possible.

Mr. Rowell asked if we chose to put the signs up at the entryways that said the speed limit throughout the District is 25 mph or whatever, could we put 'this is strictly enforced' at the bottom of that?

Mr. Walters stated yes we could put it's strictly enforced or we could put that it's enforced by the Sheriff's department because it will be now that we have the agreement with them. If it's our sign we can put whatever we like as long as it's accurate.

Mr. Torres stated and we're talking about CDD property, not a private residence.

Mr. Lyons stated if the Board would agree with this, I'd like to ask the homeowners association to ask if there are any unique areas or people that have some kind of circumstance where they in particular need a speed bump because of maybe a blind child or something we haven't thought about and have them submit a paper to us requesting a speed bump in front of their house. If they can find somewhere they would deem necessary for a speed bump then we can consider that.

Ms. Blessing asked has there been anyone in particular?

Ms. Graham stated there are a couple of locations in the community. One is on Graylon Drive on the northern side from the parkway. There are two children that are special needs so we did put signage up there by his home just to let drivers know. Also, on Yellowtail there is one deaf child there.

Mr. Martyn stated but when you're talking about speed bumps most of the residents said they don't want them, nor do they want them in front of their house so if you put it in front of

someone's house because of a disabled child then you're going to be making exceptions for just that one person. I think we need to just not do the speed bumps.

Ms. Blessing stated I think we should wait to see how the police do. I think that would solve the issue more rapidly than a speed bump.

Ms. Graham stated one of the greater concerns is Commodore Point. With it being so long everything thinks that's the freeway so there are common areas, like the park and the common areas near the wetland area where there are no homes that we could put the reminders up of the speed limit. What about the Sheriff's office having the digital signs as a reminder to let people know the speed they're going? I think they have monitors on them.

Mr. Rowell stated they have covert ones too and nobody would know they're there so they can actually know the time and day and what kind of speeding problems you're having.

Ms. Graham asked does that help to know when officers really need to be around there?

Mr. Rowell stated yes so that's probably where we would start.

Ms. Graham stated that would be helpful.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Easement for Turnaround at Commodore Point Drive**

Mr. Walters stated you should have a copy of the easement in your agenda package. We've talked about this a few times. I went back and looked through the property records and with the way it's set up I think it's appropriate for an easement of this type. I'm happy to answer any questions regarding the easement but it's fairly straightforward. We're granting access for that area to be maintained and if you wanted to add signage or anything like that we can certainly do that. I've had some discussions with Greg Matovina, who is the developer, regarding signage and he has been a little slow to get back to me. I think he's got a lot of projects going on and has been a little busy but I will certainly reach out to him in terms of what he'd be willing to do on that but at the end of the day even if he's not the District can put some signage in there without much expense.

Ms. Graham stated I contacted him as well and they did place two signs out there. One has already been knocked down but there is still one in place that says not to park there.

A resident stated right across the street from it I saw the other day that somebody had a new roof put on and those roofing trucks could not turn around there because it's too short. The

school bus doesn't even use it; they just go around to where the two lots are right now. The only people I've seen use that thing are cars.

Ms. Blessing stated if they're forced to use it, they're going to have to and I'm sure they can.

A resident stated I don't know how those huge roofing trucks have been turning around without knocking our mailboxes down.

Mr. Walters stated I think at one point we had also discussed putting a sign, and this is also something we can talk to the county about in terms of in conjunction with other requests we've got, but a sign at the beginning of the entrance to the road making it clear that it's a dead end so that no one mistakenly goes down there thinking they can get somewhere else.

Ms. Graham stated we do have a no outlet sign at Bass Lane so they can turn around before they get to that end.

A resident stated you really can't see it. It took me several days looking for it before I found it.

Mr. Walters stated at this point in terms of getting the easement in place while he still owns these lots, it obviously gets more complicated once the two lots are sold because we'd have to deal with individuals so if we want to move forward with the easements I think it's appropriate to do so.

On MOTION by Mr. Rowell seconded by Ms. Blessing with all in favor the easement for the turnaround at Commodore Point Drive was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Acceptance of Permits from St. Johns River Water Management District**

Mr. Walters stated this is something you've seen a few times over the last few years. When stormwater facilities are built there's a permit with the water management district and it's kind of a two-faced permit. When it's under construction, it's the construction permit, and then as the facilities are completed the stormwater management comes in, they review all of the sites to make sure they're built in conformance with the plans and in conformance with the permits, and once that sign off is done from the water management district the permit transfers over to a maintenance permit and that's where we have the ability to control the water quality and things like that like we do with all of the other ponds for the community so this is a standard transfer



like we've seen in the past. The water management district has signed off so we're just looking for a motion to accept the transfer of the permits to maintenance.

On MOTION by Mr. Lyons seconded by Ms. Blessing with all in favor acceptance of the permits from St. Johns River Water Management District was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Acceptance of Real Property Conveyances**

Mr. Walters stated we've done this by phases as the District has developed. As each area is platted and the roads and all that are put in there are certain tracts that we take ownership of: buffer tracts, landscape tracts, the roadways and obviously included in that is the stormwater ponds themselves. I've asked them to make sure but we believe this is the final group of conveyances so it's a deed you'll see with various tracts that can be conveyed to the District. There is no compensation paid for these; they are all conveyance by donation as we've done in the past.

On MOTION by Mr. Rowell seconded by Mr. Martyn with all in favor acceptance of real property conveyance was approved.

#### **NINTH ORDER OF BUSINESS**

#### **Approval of Minutes of the November 1, 2018 Meeting**

Mr. Torres stated I reviewed the minutes and I did not see any issues.

On MOTION by Ms. Blessing seconded by Mr. Martyn with all in favor the minutes of the November 1, 2018 were approved.

#### **TENTH ORDER OF BUSINESS**

#### **Consideration of Agreement with the Nassau County Sheriff's Office for Jurisdiction on Private Roads**

Mr. Torres stated I handed out one document and Cheryl brought the revised document with the Sheriff's office signatures. I understand this is a requirement with these being private roads in the CDD and this is an item that the Sherriff's office requires for enforcement, patrol, speed, etc.

Ms. Graham stated this has been an ongoing conversation through each of the meetings to get some form of traffic control with assistance from the county. Bill Harvey spoke with the Sheriff's office as well and we finally have documentation that will give the officers the

authority to enforce it. It still has to go to the County Commission for approval but it's a process that's required by the county. My only question is if there are any fees we have to pay or do they just automatically come through whenever?

Mr. Rowell stated there are no fees.

Ms. Graham stated then I think it's a big win for the community to have them do this.

Mr. Rowell stated I think it's a positive move forward and something that should have been done a long time ago.

Mr. Torres stated I know there's a gentleman that wanted to speak to this issue.

Mr. Harvey stated I was told if we wanted an officer dedicated to coming out here we would have to pay for it.

Mr. Torres stated right but having this agreement allows for on-duty and off-duty.

On MOTION by Mr. Lyons seconded by Mr. Rowell with all in favor the agreement with the Nassau County Sheriff's Office for jurisdiction of private roads within the CDD was approved.

## **ELEVENTH ORDER OF BUSINESS**

### **Other Business**

Mr. Lyons stated we talked about additional parking for the playgrounds when we were discussing pools and we had several designs that we looked at. The pool ideas have been shut down and that's fine, but I'd like to go back and look at the parking issue because those parks still need parking. I'd like to see the diagonal parking along that second park, and expanding the parking lot that we currently have in front of the playground so could we get one of our engineering firms to look at that again and give us some plans to consider?

Mr. Torres stated we have two meetings remaining for the year that we've budgeted for and at the next one we would be approving the 2020 budget. Following that, we would adopt it in August. I think it's appropriate to have a discussion about that because it's going to cost additional funds that we currently don't have so we would definitely need to engage the engineer to come up with some renderings and estimates on what he thinks that would cost.

Mr. Lyons asked do we still have the drawings from the pool?

Mr. Torres stated yes. I'm sure I can get them from Dave if I don't have them.

Mr. Lyons stated if we can hand those to the engineer and have them either say this is the best option, or expand on it I think that would be the starting point.

Mr. Torres stated okay.

Mr. Lyons stated as far as the other meetings, since we're going to be trying to adopt a budget I'd like to recommend that we inject another meeting between now and the end of this period so we can consider this and add it to the budget if necessary.

Mr. Torres stated okay.

## **TWELFTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

There being none, the next item followed.

#### **B. District Engineer**

There being none, the next item followed.

#### **C. District Manager**

Mr. Torres stated I want to address the remaining meetings that we have and what we need to accomplish before the year ends. In Nassau County we have to adopt our budget by August 1<sup>st</sup> so we're in line with that. Don mentioned looking into expanding the parking so I will contact our engineer firm for that and see what his recommendation would be and how we could move forward with that and I will take a look at the budget. I know when we adopted the budget last year we allocated I believe \$30,000 towards capital reserves so what we would do is based on how we finish the year with our repairs and replacements, there may be some cost savings we can apply to this as well. I'll come up with a strategy for this.

Ms. Blessing stated we did raise the assessments last year for some capital reserves but we didn't get the pool. I think the parking is important. Is there a mechanism where we could do a special assessment like a one-time \$10 or \$20 whatever it may take if we need over that amount rather than just raising the assessments for one item?

Mr. Lyons stated I don't know that it would help much.

Ms. Blessing stated it would pay for it. There's probably some money in the budget so then whatever we might need to make up for it. I'm just asking if there's a mechanism

Mr. Torres stated there are mechanisms but I would like to first let staff do some good work to bring back to the Board, especially with looking at the cost and looking at our budget to see if there's any room to fund it without going that route. Don, you said you'd like to meet again so if the Board would like to do that the next meeting is May so perhaps give staff some

time to work with the engineer and come up with some sort of plan on how we move forward with that. I recommend some time in early April or late March if you want to have a special meeting.

Ms. Blessing asked how long will it take you to go through everything?

Mr. Torres stated I'd really just have to work with our current engineer or Mike Yuro and have them review the existing plans and if it's doable I would move to get an estimate on what something like that would cost and then come back to the Board with if we can do it within our funding and if we fund it what does it mean for our capital reserves.

Ms. Blessing asked do you think you'd be ready by mid-April?

Mr. Torres stated sure.

Ms. Graham asked on something like for parking is it acceptable to have a committee of owners that were willing to help do measurements and so forth to come up with an idea of what might work to save on costs of engineering?

Mr. Rowell stated the problem is if you don't have engineer that lives in the community there are certain things like the spacing and 'X' amount for handicap spaces and all that stuff that engineers would do.

Mr. Lyons stated I think that's already done actually.

Mr. Rowell stated I thought you guys actually voted to keep the second parking area and to move forward with it. I was on the phone for that meeting.

Mr. Torres stated I'd have to go back to the minutes but I don't recall that and I was at that meeting. I know at the end the Board approved the funding of the capital reserves. I don't recall approving a project for parking.

Mr. Lyons stated no I think we shot down that whole package.

Ms. Blessing stated we only had one choice, to shoot it down or not. We didn't have a choice to separate it.

Mr. Rowell stated but it was two different projects.

Ms. Blessing stated in our mind it was, but that's not what we were voting on.

Mr. Rowell stated the other parking lot was totally separate from the pool design.

Mr. Lyons stated but it was all submitted in the same package.

Mr. Torres stated I can email some dates to you unless you know what your calendars are like now.

Mr. Rowell stated email us some dates.

Mr. Torres stated I'll email some dates and if you could individually reply with what works for you and we will announce a special meeting and we will put this one the agenda for discussion. At that point I'll provide you with some sort of update and perhaps an estimate. We'd have to have our engineer at that meeting.

Mr. Lyons stated even if we want to sign Yuro, we're still waiting for him to give us quotes so that's going to be the August meeting probably.

Ms. Blessing stated we would probably be wiser to go with the guy that already did the plans.

Mr. Lyons stated yes, that's what I was getting to because he's still one board and he's already done the work so he should have that information.

Mr. Torres stated okay I'll reach out to our current engineer.

A resident stated back at the November meeting Cheryl provided us a bunch of diagrams of pergolas and stuff like that to go over the mailboxes. Nothing has ever been done, right?

Ms. Graham stated no because we were waiting for the funding and the pool decision so it got put on the backburner.

A resident stated I thought it may have gotten dropped because we had trouble with the gazebo and all that other kind of stuff at the time and it was going to cost about \$2,000 for the pergolas.

Ms. Graham stated yes the idea was just to have a pergola put over the mailbox area so it would keep the water from getting all over the boxes and once there was a structure they could have some lighting added to it so owners could actually see because it's rather dark right there.

Mr. Lyons asked can you bring that back to April's meeting for us to consider that?

Ms. Graham stated yes.

#### **D. Property Manager - Report**

Ms. Graham stated the updates with the community maintenance are in my report. Martex continues to be your landscape provider. They have made some changes in their supervisors. The one we had was dropping the ball a lot with things that were taking place in the community so they have some new guys that have stepped up and have been doing much better work. Mr. Harvey and I met with Tom Livingston, the owner of Martex, and one of their supervisors onsite the other day just to talk about landscaping. With the weather this time of year

we luckily didn't have a very cold winter so grass isn't too dormant and spring is just around the corner so we did have conversations with them about improvement of the turf areas because we have a lot of weeded areas in the medians and common areas and in order to improve it we need to add some sod to make it look better. We've asked Mr. Livingston to provide us a quote on what it would cost to improve those areas. They have been trimming up the trees in the common areas so those look better. Another discussion was instead of using pine straw in the landscaped beds to use mulch so you get more longevity on that so he's going to get us some prices on that as well. Some of the plant material around the park has run it's course and the big thing is to improve the appearance of the community and we've been brainstorming some ideas of adding some crape myrtles and things that can bring some color. We had hoped to have those prices today but I haven't gotten it yet but as soon as I do I'll send it over to you for consideration in April. Some areas are general maintenance items anyway so maybe we can use some of the funding we usually use for pine straw for the mulch. I've also asked them about some of the shrubs along the right of way of Heron Isles Parkway that have died off. Those need to be replaced so we don't have those voided areas.

Janitorial service is still maintained by All Repairs and Maintenance and they've done really well with taking care of the restroom facilities. Our reconstruction has gone really well and the reinforcement of the walls has proven beneficial since we have had an attempt to cause damage in there but it was unsuccessful. The locking system is working well. Another thought is to maybe consider putting in automatic door locks. Right now, the magnetic lock that is there has the doors unlocking at 7:30 in the morning and it automatically locks at 7:30 in the evening. The discussion with Mr. Harvey was that if we had automated locking system like a card it would remain locked all the time and only members of the community would have a card to get into those restroom facilities since it's for the members of the community to use. I got a verbal quote from Alden Contracting for \$2,750 to convert it over since when they were doing the surveillance equipment they had already added in that extra line that needed to be there so it would just be the equipment itself for the men's room, lady's room and the cost for the cards. We need internet but maybe with Hotwire right there we can work with the association.

Mr. Martyn asked so each resident using the restroom would need a card?

Ms. Graham stated yes. You could get in it whenever you wanted to within reasonable hours.

Mr. Martyn asked what about the people who rent?

Ms. Graham stated my thought would be no, but that's up for discussion

Mr. Lyons stated it would be on the owner to provide the renter the card.

Ms. Graham stated if it were one card per property the owners wouldn't lose track of them so easy.

Ms. Blessing stated it's not really used that often.

Mr. Lyons asked do we have anything to support not continuing with what we're currently using. Is there something to show it's not working?

Ms. Graham stated it's working so far. It's been in place since October so I don't have anything to support a need for a change.

Mr. Torres stated we just converted over to those magnetic locks.

Ms. Blessing stated I don't think it's necessary.

Mr. Rowell stated I think the card idea is a nightmare.

Mr. Torres stated you'd have to pay for the system, replacement cards, and the internet service each month.

Ms. Graham stated okay I just wanted to get that information out there for you to consider it. Before I go onto everything else since we're on common areas and landscaping and the parks. What would be your thought if the swings and exercise equipment that's over on the second park were transferred over to the initial park and make that a more playground/park area and leave more space that you could put additional parking in the second park. You wouldn't have to maneuver around that play area for the parking lot, it would all be in one location and by the restrooms for just strictly parking in the other area.

Mr. Lyons stated that gazebo we had on that first park is not there anymore, or something has been changed.

Ms. Graham stated we changed the roof out.

Mr. Lyons stated that allows for some parties and we've got the field out there. I don't know that I want to change that. The bathroom is right there. I'd actually like to see the other side expanded with more playground items. We said we were maybe going to put in a soccer field over there but I don't know that it will ever happen. If kids want to play soccer over there, they will just as it is. They don't need anything from us. I don't think I'm in favor of moving the playground.

Ms. Blessing stated I didn't think about it but I think you're right. They do a lot on the other side and they don't do anything on that side.

Mr. Lyons stated well there's no electric. If we had electric service over there they could use it more often.

Mr. Martyn stated I think if you're already worried about having enough money to do the parking lot, to move the playground is going to cost more.

Ms. Blessing stated I don't think we're going to need as many parking spaces as we initially talked about before because obviously the pool would've required more spots. We certainly need more than four or whatever we have. You could probably put them all on the other side, even at this point, near the other equipment.

Ms. Graham okay I just wanted to get that conversation out there. Janitorial service has also removed the debris from the retention ponds in the community. If there are areas that they've missed they will come back and take care of it. The section of the fence that was damaged at the corner of Graylon Drive and Heron Isles Parkway has all been reconstructed finally. We are still lacking two of the Styrofoam crowns that go on top of two of the columns so I've included the email from the company that creates those. They are \$350 each but we also have some other ones throughout the perimeter of Heron Isles Parkway that have been severely damaged and are beyond repair. There is a price for six new crown caps at \$350 each and then many of them we've tried to bleach them and clean them as much as we could, they just need to be repainted and the cracks fixed. The repairs and resetting of those 25 caps would cost \$200 each for a total cost of \$7,100.

A resident stated some of those could be covered by the insurance from the accident, right?

Ms. Graham stated possibly if there's funding left from what they've provided.

Mr. Torres stated if that was included in the estimate, then yes.

Mr. Lyons stated at \$200 to repair a Styrofoam cap I think we need to find somebody to get another bid from. I think that's crazy.

Mr. Rowell stated well the problem was you were having trouble finding someone to do it to start with and you found this guy.

Ms. Graham stated yes and this is the guy that originally made them all so he's been the go-to guy but I can check to see if there's somebody else around.



Ms. Blessing stated could you maybe ask him to see if he could come down on the repairs. We should approve it because they look horrible. He might be willing to go down but if not, we should probably just pay it.

Mr. Torres stated I know this has been an issue for a while.

Mr. Lyons stated I think you should approach a painter and ask them if they can fill in the cracks and paint them. They're used to filling in cracks and putting a wall back in good shape.

Ms. Graham stated the body of it is actually a foam casing and they paint over it so painting would be really easy but some of them where the foam is all crushed, that's what needs to be repaired and I don't know how they would do that but I can ask them. The most they can say is no so it never hurts to ask.

Mr. Lyons stated if it has to have additional repair then we don't have any option unless the painter can do that himself but for the ones that just need a paint job and crack filled in I think a painter would simply do that and it would be a lot less.

Ms. Graham stated I can see what a painter can handle and incorporate that into what's needed.

Ms. Blessing asked could we approve an amount at least that she can work from so we don't have to wait another three months?

Mr. Torres stated you can approve a not to exceed amount and in the meantime if Cheryl can find cost savings by asking the contractor to negotiate a discounted price if you've approved it up to that point then she can at least execute.

A resident stated \$700 will automatically be covered under insurance for two caps.

Ms. Graham stated so we can subtract \$700 from that quote.

Mr. Lyons stated so \$6,000.

Ms. Blessing stated I would bring it to \$6,400 and see if she can save anything.

On MOTION by Mr. Lyons seconded by Ms. Blessing with all in favor repairing or replacing caps in an amount not to exceed \$6,000 was approved.
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Ms. Graham stated I have another quote from SG Maintenance for pressure washing the walkways along Chester Road, Heron Isles Parkway and the common areas along Coral Reef, Commodore Point, and the building, walkways playground equipment and the signage for the

park. I threw in replacing the motion detector switches in the restrooms because somebody bent those up. The total of the quote is \$6,800. I'm waiting for another quote to come in but I haven't gotten it yet. That contractor does not do switches though.

Mr. Rowell asked is this the same pressure washing company you've been using?

Ms. Graham stated it is.

Mr. Torres asked is this something that we budgeted for this year?

Ms. Graham stated last year we needed fences and this year they're not so bad but the walkways are looking rather dark.

Mr. Torres stated I understand we did it last year but it's not an item on the budget so would it be out of the capital reserves?

Ms. Graham stated I don't know where Dave was looking at pulling from.

Mr. Torres stated it's either landscaping, irrigation, lake maintenance, janitorial services, trash removal so this would be from your capital reserves.

Mr. Rowell stated I would like to see two more quotes so I'd like to table this item for now if you could have it for us in April.

Ms. Graham stated absolutely.

Ms. Blessing stated it does look high.

Mr. Torres stated if we're going to be doing things like this annually we need to incorporate it into our budget and fund it, that way our capital reserves stays truly capital reserves.

Ms. Graham stated that's fine.

Ms. Blessing asked what about the mailboxes?

Ms. Graham stated that's the pergola for discussion. I'll bring those proposals back in April.

### **THIRTEENTH ORDER OF BUSINESS      Supervisor's Requests and Audience Comments**

Mr. Watson stated back to the mailboxes; that was brought up about a year ago. I myself have lost irreplaceable photos because it's not covered and now we're pushing to get another estimate months down the line before anything will happen. I wish it could be approved today similar to what you did with the not to exceed approval and just get it done. It's been going on for a year. Your mail gets soaked and there's like 200 of us that are affected by it.

Mr. Lyons stated we don't have the information in front of us to do that.

A resident stated I went back through all of the minutes this last week and I think you said it was going to run about \$2,000. That didn't count the electricity.

Ms. Graham stated those were all estimates based on the pergolas you could purchase but they still have to be constructed. There are so many contractors that actually make those for homes and I could get them to do one specific to that area and give us a price and have it emailed to you. Power and lighting is going to be separate anyway.

Ms. Blessing asked how much can we afford to pay on this through the budget?

Mr. Lyons asked we'd have to go through capital reserves, right?

Mr. Torres stated yes.

Mr. Lyons asked could we authorize her \$4,000 for this? If she can get it, then great, go ahead and move with it.

Mr. Walters stated I'd like to authorize one of the supervisors to review that as well just so there's input from the supervisors.

Mr. Rowell stated I'd like to know what kind of materials because if they're just going to throw up some kind of canvas pergola it's not going to work because it's not going to last. I want something that's going to last if we're going to spend the money. I don't know that \$4,000 is going to cover electricity and all that but it will at least get you covered mailboxes.

A resident asked rather than electricity can a motion detector light be put in that way you don't have the electricity on from dusk to dawn.

Ms. Graham stated that's a good idea.

Mr. Rowell stated or you could just have dusk to dawn lights.

A resident stated the people around those mailboxes are going to have that light shining on their house but if you have a motion detector.

A resident stated it could be a solar one.

On MOTION by Mr. Rowell seconded by Mr. Lyons with all in favor a structure to cover the mailboxes in an amount not to exceed \$4,000, with final approval from the Chair, was approved.
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Mr. Watson stated I was looking at our budget and it seems like we get stuck with the same contractors all the time and we're maybe not getting the best prices on everything. I looked

at janitorial for cleaning the bathrooms. \$7,000 a year just to clean the bathrooms once a week seems extreme to me. I have a lawn care business and I'm not sure everywhere that they mow but if it's where I think they mow you might be able to find a cheaper price on that. I just think we need to do a little more research and get more bids. Of course they should be licensed, insured and bonded.

Ms. Graham stated we do get bids.

Mr. Watson stated we've stayed with Martex forever and I'm sure we could beat that price.

Ms. Graham stated this is only the second year.

Mr. Rowell stated actually they were the cheapest price.

Mr. Watson asked how many bids did you get?

Mr. Rowell stated three. We can't force people to turn in bids.

Mr. Watson stated okay I'm sorry I thought you only asked for three.

Mr. Rowell stated no that's all that responded. It's just like the engineer. We put an RFQ out several times and this is the first time someone actually responded.

Ms. Graham stated also with working on the next budget we can get RFPs out again.

Mr. Watson stated another item I had is the magnetic locks you brought up. I think that's a wonderful idea. How much did we pay the last time it got vandalized? If everybody had a key card or keypads where you could type in a number you would know what resident went in there at what time and would let you know where the vandalism came from. Something was brought up that it doesn't get much use but I know my wife walks a lot in that area and a lot of other people do and they need that bathroom. Key cards are easy to carry in your back pocket and then you don't have to worry about the place getting trashed.

Ms. Graham stated yes because it's open throughout the day now.

Mr. Watson stated it's probably kids vandalizing and I know you can't cut it out completely but we need to do our due diligence. My last item is I would like to see two evening meetings a year. I don't know how you feel about that but at the HOA meetings a lot of people say they can't come to these meetings and they have a lot of input.

Mr. Harvey stated I'd like to go back to the turnaround at Commodore Point. I work for the fire department. If there is a car parked on the street you cannot back up and that turnaround is useless. I spoke to Chris Lance who is the inspector for the county and apparently that was the

only fix they could figure out for the worst problem they could have basically. I'd like to see the CDD propose to turn it into a cul-de-sac because that turnaround is useless for emergency services. I know that because I tried to use it the other day and you couldn't.

A resident stated I had a request from Deborah that the Board considered before. The developer had to sell us both lots and she suggested maybe he could even sell us one lot to make that more of a turnaround. Like, you say, it's not working. I live right across the street so I've seen it.

Mr. Harvey stated right so I'd like to see it turned into a cul-de-sac or something better. To echo what he said about the cards, I can't believe you guys don't think it's needed. It would get accountability for those individuals who are damaging the bathroom. If it's a matter of money I'll get the association to help you guys out to pay for it.

Ms. Blessing stated well they haven't been damaged since we put the locks on it.

Mr. Harvey stated they've attempted. Here's the problem. It opens from 7:30 and closes at 7:30. In the summertime at 7:30 it's still light out and people are still using that park. You're going to get homeless people sitting in there and they're going to lock themselves in and you have no way of keeping them out. If you lock them all the time with cards, one you get accountability; two you keep people who don't belong in there out. If it's a matter of money I'll get the association to approve it and we will pay for it and we will manage it. I think it's needed. To say it's not necessary after the damage I just can't believe it. I really hope you would reconsider that. The other thing is landscaping. It's really hard for me to write violations for homeowners when the common areas look just as bad a resident's lot. I'd really like if the CDD board would consider improving the landscaping and put St. Augustine grass out there. You've got \$700 for flowers and I think you've got \$30 worth out there right now. I spoke to Tom. There are junipers that once they're there and their lifespan is gone they look horrible. Again, if you need help with that financially, I'll get the association to help out with that. The fence down on Heron Isles Parkway near Black Rock needs to be repaired. It's not straight.

Mr. Lyons stated it's not our fence.

Mr. Harvey stated I believe it is our fence. It had to be put there because Black Rock didn't want our resident's cars being seen as they drove by.

Ms. Graham stated Heron Isles Parkway is county property. This was well before me so I don't know all the answers. When the access to Black Rock Road was being done I was told the

owners that lived in Black Rock didn't want to see the traffic going through there because it was all natural area so the vinyl fence went up, which the CDD does pay to have that maintained. There are a lot of trees in there, which is why it's going up and down.

Mr. Lyons asked do we do landscaping all the way down Black Rock?

Ms. Graham stated Martex mows and edge the area to keep it clear.

A resident asked when are we going to get this new subdivision to pay for some of this? That's the only way they can get in and out, yet we're paying for it.

Ms. Graham stated they have taken over the one pond but I don't know anything about the mowing. I've never had a full understanding of that I just knew the CDD took care of the Parkway.

Mr. Lyons stated well if it's our mess then we need to repair it.

Mr. Rowell stated I thought we ran into something last time when it got damaged and it wasn't our fence.

Ms. Graham the one behind Black Rock, we do.

Mr. Rowell asked when you turn off Black Rock road, the fence to the right that blocks Heron Isles from Black Rock Hammock?

Ms. Graham stated yes because there's actually an aluminum fence behind that they had in place for their boundary but I guess when the road went in they needed more of a buffer.

Mr. Watson stated it seems like the county should have to pay for that because that's not anything to do with our houses. You said they just didn't want to see the cars drive by. Cars drive by that aren't members of Heron Isles. We shouldn't have to pay for that fence in my opinion.

Mr. Harvey asked who put the fence up?

Mr. Lyons stated the builder for Heron Isles.

Mr. Harvey stated it seems like it would be our responsibility. Either way, I'll do the legwork and figure out who it belongs to. We need to get it fixed either way if it's ours. We need grass down there at that end or some sort of landscaping. I'd like for the CDD to consider putting a sign that we can make announcements. Get rid of all those junipers get a sign, some roses, mulch and make it look really nice. I know it costs money and I get that but I would really like the Hood Isles name to go away. The other thing is the lakes. We get a lot of complaints from

residents about the lakes not being kept up properly. There's trash in there and tires. They just look horrible.

Ms. Graham stated I'd like to know where the tires are because I'm not seeing any so if somebody could tell me what pond that is we can get that taken care of.

Mr. Harvey stated the majority of ponds have trash in them and I was talking to Martex asking if it was their responsibility and they said if it's on the banks it's theirs. If it's in the water it's Lake Doctors responsibility. I'd just like Lake Doctors to ensure it's not there.

Mr. Lyons stated the problem is Lake Doctors goes out there and cleans them and then the wind blows and blows stuff right back into them from the streets. It's a process that's continuing. Lake Doctors with our contract cannot keep up on that. All they can do is clean it out when they're there.

Ms. Graham stated we also have All Repairs and Maintenance. That's part of the money they're paid each month. They do go to each of the ponds and clean out debris. If it's in the water they have to figure out how they can get it but it's part of their contract so if there's an area with a tire that hasn't been removed they need to get it out of there. I just haven't seen it.

Mr. Harvey asked would the Board be willing to reconsider the issue with the cards and either give it to the HOA and let us handle it, in addition to the landscaping to give you guys some help on ensuring the common areas look better.

Mr. Rowell stated she's already getting quotes from Tom so we're going to move forward with that I believe.

Mr. Harvey stated you guys have four meetings a year and we have twelve. That's the only thing I'm saying.

Mr. Torres stated part of the reason we only have four meetings a year is because that's what's budgeted. Anything that we do beyond that board members are paid more and staff is paid more so there are costs associated with what we do. There are also costs associated with the landscaping maintenance. Anything beyond what was budgeted or contracted for is going to be additional costs to the residents. I don't know if you were at the last meeting in August whenever we were trying to raise the assessments for the building but we had a roomful of people that couldn't afford ten dollars extra a month so the reason the Board makes decisions is because this is the budget they have to work with. All these nice great things we want to do the Board will consider but this is the budget we have.

Mr. Harvey stated right and if it's a budgetary issue and you guys are willing to accept the money from the HOA, let me know.

Mr. Torres stated that's perfectly legal if the HOA would like to fund certain projects, such as the key cards, by all means we can get Cheryl to give a quote and you can fund it.

Ms. Sonja Henry, 96109 Stoney Glen Court, stated regarding Commodore Drive and the traffic, Cheryl you know what house I'm talking about with the old crappy cars out there, it is really difficult coming around that curve because you can't see and we have the issues with cars parked and then Advanced Disposal last Friday left every garage can out in the street. That curve is really difficult to get around both ways and people speed. It's a real issue.

Mr. Lyons stated we had the same problem with Advanced Disposal on Coral Reef. I called them myself. That's the only way you can handle it. They're not going to do anything different if the CDD calls them.

Ms. Henry stated I know I'm just bringing it up because the curve is very difficult to see around and the radar would be a wonderful thing to make people aware that they should be slowing down.

Ms. Blessing asked do you find certain times you find to be worse with speeders?

Ms. Henry stated it's all the time.

Ms. Blessing stated possibly our new contract with the police will help us.

Mr. Pete Henry, 96109 Stoney Glen Court, stated as far as cleaning the ponds go, we've lived on a pond for four and a half years and we have never seen anyone other than me pick up things that are floating in the pond. Who did you say was supposed to be doing that?

Ms. Graham stated All Repairs and Maintenance. It's the janitorial service that we have for the restroom facilities there. There's a separate agreement for them to remove debris from the ponds. I'll definitely get them out there. Whenever I see something out there I call them and let them know they've missed a pond and they will come back out.

Mr. Henry stated I think what's happened is stuff is getting into the catch basins and then running through the pipe and dumping out into the pond so maybe we can put some kind of a hood in the catch basins to catch that stuff. Then we'd periodically have to clean those out. It's just I've never in four and a half years seen anyone walking around that pond picking anything up. The only people I've seen are Martex mowing it.

Ms. Henry asked do you know when they come out? I've never seen them either.



Ms. Graham stated they don't give me an exact date but it's around the middle of the month. They target the 17<sup>th</sup> give or take a day or two depending on how that falls each month.

Mr. Henry stated you touched on something that was brought up at the November meeting that when they took that retention pond where Black Rock Park is and they more than doubled the size of that there was a question as to who was going to be responsible for the maintenance.

Ms. Graham stated they are. I went to their office and talked to them and they said they were taking that one on.

Mr. Henry stated I had brought up in a meeting last year before you set the budget. To me there seems to be at least a \$10,000 discrepancy in the water and sewer. It showed \$46,000 in one area and \$36,000 in another. I still see on the stuff that I looked at yesterday on the information for today's meeting and it's showing \$36,000 again. It says that it's \$3,000 a month, 3x12 is \$36,000 and yet there's a \$46,000 item in there. Someone was supposed to get back to me and he never did. I would really like to have clarified. On the surface it just looks like \$10,000 extra and maybe if there is we could use that to do parking or some of the things we've talked about.

Mr. Torres stated at the end of each year the budget is adjusted. Some lines under perform, some lines over perform and at the end of the year any capital that is left goes into either our capital reserves account or our cash account. I can certainly get your email. It's public record so I'll discuss this with you offline and we will get you what you need.

Ms. Graham stated something to take into consideration, for utilities, or at least for water service because the irrigation is city water that we're using, what if I get you some quotes to consider having two wells put in, which would cut down the use of city water tremendously. I have seen that it works and it can save a considerable amount of money there and will pay for itself pretty quick. I could get quotes and present them at the April meeting.

Mr. Lyons stated I believe under the homeowners association rules we're not allowed to have wells and the reason for that is the iron content. It will stain the houses. I think if you use that for irrigation you'd have that same stain problem with the roads and fences or anywhere you used it; unless you went with a deep well.

Ms. Graham stated it would have to be a deep well because of the amount of water and pressure that's needed. We wouldn't have that problem. We talked about that with Tom Livingston the other day and what we would need.

Mr. Lyons stated get a quote for that. Are you talking two or three wells?

Ms. Graham stated two wells. One for each end to make sure the right amount of pressure that's needed for the irrigation system is there. It wouldn't change the lines, they'd just tap into that. It could be a way to put money to better use in other areas.

Mr. Torres stated it's an initial expense but it does pay off in the long run. You have the maintenance of the pumps as well that we'd have to put in the capital reserves.

Ms. Blessing asked do you have other communities that have done that?

Ms. Graham stated I do.

Ms. Blessing asked can you get some kind of statement from them on if they like it, what they don't like about it, and problems they might have.

Ms. Graham stated I actually have one, which is right off Chester Road on Rose's Bluff Boulevard. They were using city water and they were paying \$1,000 a month for water and they're common areas aren't anywhere near the size of Heron Isles. Two wells were put in to take all of the city's services off and they're now around \$30 a month. You don't pay for water its more the power to run the system. It gave them money to put towards other capital improvements. It's a gated community so it saved them money that they needed to improve the gate system for the community.

Mr. Hubbs stated a couple things. We're seeing moles working the right of way between the street and the sidewalk on Heron Isles Parkway just before you get to Black Rock Road. It's tearing the ground up. You wouldn't notice it if you were just driving by. Do we bring that up to this group to get fixed because they're coming west and in a few weeks they're going to be in the community. They're almost to the roundabout now. Do you address that or should I go to the homeowners association. We want to stop it before it passes the roundabout because then it's going to be in everybody's house. We've been watching it get closer for several weeks. The right person knows now so I'll leave it in your hands.

Ms. Graham stated okay.

Mr. Hubbs stated the second thing is in that wetlands area, basically the same area by that new pond, east of it, they've cleaned out a lot of stuff for the wetlands. There is a couch sitting in there. Are we responsible or is it the county?

Mr. Graham stated we're not responsible.

Mr. Hubbs stated the third item is I don't know how a CDD works. When somebody buys a property they start paying through their taxes every month, that means somebody that bought it two years ago has been paying on it for two years and when I bought my house I'm paying on it until the end of it and somebody else buys a house later. Is everybody paying the same \$800 a year?

Mr. Torres stated I can get with you after the meeting. There is a simple explanation.

Mr. Hubbs asked who's paying on the empty lots?

Mr. Torres stated the developer or the owner of the lot.

#### **FOURTEENTH ORDER OF BUSINESS      Financial Reports**

##### **A.    Balance Sheet & Income Statement**

Mr. Torres stated the financials are as of December 31, 2018. We are on track. As we discussed we did put \$30,000 to your capital reserves and out of that we've spent \$9,984. Some for those expenditures were to do the repairs at the entrance and the insurance company reimbursed us for it. Those revenues have not been added as of December 31<sup>st</sup>, you will see those on your next set of financials.

##### **B.    Assessment Receipt Schedule**

##### **C.    Approval of Check Register**

Mr. Torres stated we have two check registers. The total of the first is \$84,498.11 for payments from October through December. The other one is for JEA online payments for \$12,718.14

A resident asked we paid \$915.04 for Christmas decorations. Do we save those from year to year or does it cost us that much every year?

Ms. Graham stated the CDD owns them so it's more the labor costs for having them installed. Part of it too is the maintenance on them; if any lights aren't working they are responsible for making sure they work.

A resident stated I saw wreaths that weren't lit up the whole time.

On MOTION by Mr. Rowell seconded by Ms. Blessing with all in favor the Check Register was approved.

**FIFTEENTH ORDER OF BUSINESS****Next Scheduled Meeting**

Mr. Torres stated our next scheduled meeting is May 2, 2019 but as we talked about we will schedule a special meeting in April. The agenda items I have for that meeting are the discussion or ratification of the pergola, the proposals for the parking lot, and we're also going to look into other estimates for pressure washing. We will announce the meeting to be determined.

Mr. Hubbs asked can I say one more thing? On the entrances to all of the little subdivisions it says Heron Isles and some of the letters are missing on some of them and it's been painted. To me it's kind of noticeable so I think we should either get it all painted or get the letters put back up.

**SIXTEENTH ORDER OF BUSINESS****Adjournment**

On MOTION by Mr. Rowell seconded by Mr. Lyons with all in favor the Meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

MINUTES OF MEETING  
HERON ISLES COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Heron Isles Community Development District was held on Tuesday, April 9, 2019 at 10:30 a.m. at the Compass Group Conference Room, 961687 Gateway Blvd., Suite 201K, Amelia Island, Florida.

Present and constituting a quorum were:

Ricky Rowell	Chairman
Don Lyons	Vice Chairman
Kathleen Blessing	Supervisor
Robert Martyn	Supervisor
Justin Blessing	Supervisor

Also present were:

Ernesto Torres	District Manager
Jason Walters	District Counsel (by phone)
Mike Yuro	District Engineer
Cheryl Graham	Leland Management

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 10:30 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Update on Landscaping**

Ms. Graham stated there are a number of landscape proposals that have been provided by Martex Landscaping and the overall plan is to give some color and emphasis to the common areas in the community with a large focus on the corner of Chester Road/Heron Isles Parkway, the center medians along Heron Isles Parkway, and a lot of focus on the playground; a lot of the junipers are old. For the playground there's also a proposal for the mulch that is needed because right now the children are landing on dirt so they need to have something appropriate for the area. Proposal 4443 is for the playground mulch. There is also a proposal from Mulch Masters

that came in at \$3,120 and with Martex being the landscape provider for the community theirs is at \$1,663.98 and they install it.

Mr. Torres stated many of these items that you see are items that really should be part of your general fund and if you'll recall last year was the first year when the budget was adopted that we started making contributions toward a capital reserve fund. On the adopted FY19 budget we placed \$30,000 on the repair and replacement line and that is where items that are not part of your annual general fund would be funded from, along with any kind of repairs that you've had throughout the year or repairs that have been unforeseen up to this point. While these items may be something we would like to have they are improvements, not truly repairs. Anything along these lines I would recommend we think about in FY20 as we move towards the process of approving and adopting the FY20 budget. Many communities have a landscape contingency line and those items are things that are out of the norm of your landscaping agreement that you have with Martex; items such as these. As you consider these proposals keep in mind that these would come from your current repair and replacement line that as of today we have spent \$2,073 out of \$30,000.

Ms. Graham stated in the memo section I kind of touched base on a few of the key areas along with the playground mulch. Number 4447 is for replacement of the juniper and plants at the playground area since it's high visibility. Proposal 4448 is to fill the voided areas of the viburnum hedges along the Parkway. We had asked Martex about that a while back because we have spots where plants have died and we have open areas. Proposal 4451 is for replacement of the boxwood shrubs along the outside of phase 3C, which is the newer area north of Heron Isles Parkway because with the delay in the irrigation system working properly the shrubs that were planted there just kind of died. The others are items that would be very nice to have. The property owners association has also offered to help contribute in some areas but it's CDD common area so it has to come to the board first for consideration.

Mr. Martyn asked is this the first park with the gazebo?

Ms. Graham stated yes where the playground is.

Mr. Martyn asked and you want to put roses in there?

Ms. Graham stated knockout roses. One of the thoughts on one of the proposals is because the little island when you pull into the parking area is a half moon, right now the landscape that is in that area needs an update so the thought was to put in some knockout roses,

crape myrtles and red mulch to put in some color and make it a place that you want to bring your children to play or have a picnic.

Mr. Martyn stated I was just thinking roses are thorny with kids at a park.

Ms. Blessing stated they're less like to go through it. Roses are pretty hardy too and don't die easily. They grow nicely and get bigger. I think that's a good idea.

Mr. Blessing stated we all agree we need the playground mulch in the first proposal for the kids, number 4443 you said Martex is the one you would go with?

Ms. Graham stated yes it's the same quantities and they are our landscape provider.

Mr. Blessing asked on 4447 how much is the homeowners association willing to kick in?

Mr. Lyons stated that's a slippery slope isn't it? Because ultimately it's our responsibility and they can pitch in I guess.

Mr. Torres stated I'll let Jason answer that. I have communities that for certain items or events once a year the CDD may receive a contribution from the HOA. Similar to what we've done here where the HOA contributed to the replacement of the lock. I don't know if it's a slippery slope.

Mr. Walters stated you can structure it however you'd like but these are District contracts that we are responsible for controlling so I think if we're going to do that it's simply a contribution towards that maintenance and not the right to make decisions about the contract or select upgrades or things like that where it becomes very cumbersome to manage that. If it's simply we want to be good neighbors and pitch in and help towards the upkeep of the community I think that's perfectly fine.

Mr. Torres stated so it's still the board's decision as to which of these you approve as far as which plans you choose but as Jason said it will be a contribution that the HOA can make. Usually the District will invoice the HOA and receive payment.

Mr. Martyn stated on the playground mulch, proposal 4443, we will need barriers around it, right, to keep the mulch in the area?

Ms. Graham stated at one time it was just mulch from the equipment all the way to sidewalk and every time it rained it washed all over the sidewalk and then through discussions of trying to figure out the best way to keep it in the appropriate area it was recommended to put a screen of grass around the ring to where it would filter it and keep it from washing out although through time the grass has started to diminish so we either have to put in a new ring of grass or



put in a raised barrier similar to what is around the second playground. The second playground has that heavy duty plastic, it's APS, I don't know what that stands for, but proposal 4874 has a cost to install a barrier around that area for a total of \$2,419.35 in addition to the mulch.

Mr. Lyons asked the border itself is \$2,000?

Ms. Graham stated yes sir.

Mr. Lyons stated holy cow.

Mr. Rowell stated I'll make a motion to go ahead with the playground mulch and I think we should table the other ones. I have some concerns about some of the pricing in some of these like on 4446 we're paying almost \$750 for one tree. That seems kind of high to me. Proposal 4445 shows \$380 for a debris container. Are they bringing in a dumpster to put that in or are they just loading it on the trucks and taking it away like I've seen them do in the past?

Ms. Graham stated they wouldn't be responsible for taking the debris away.

Mr. Rowell asked okay so why are they charging us for a debris container?

Ms. Graham stated if everything were approved it would be a container to keep everything in a central location as they are cleaning up.

Mr. Rowell stated that's what I was asking if they were going to drop a container there and leave it for them to put their stuff in and then have it removed.

Ms. Graham stated yes.

Mr. Torres stated in conversation with Mike, when you consider any kind of barrier to be constructed along the playground keep in mind you have to consider ADA accessibility and codes. Even with just slapping down some 4x4s on the ground to try to build a barrier there are some standards you have to consider.

Mr. Yuro stated the CDD is a public-owned facility and the playgrounds are CDD property so they have to be accessible. If you have a raised border now it's no longer accessible so I caution before you approve a border to hold mulch in place I would make sure any type of border would provide ADA accessibility and there are different ways to achieve that. There are certain ramps that can bridge that gap but I don't want to see you guys spend \$2,000 on a border and all of the sudden you have an issue with ADA accessibility.

Mr. Torres stated that's along with what I wanted to tell the board is staff hasn't really had time to review the proposals and we really haven't gone into deep research, even as far as funding and prioritizing goes so I want to make sure you're aware of that as well.

Mr. Martyn asked are we in violation with the borders on the other park?

Ms. Graham stated it's open at one end and has the ramp that leads into it.

Ms. Blessing asked what if we put some kind of material in there instead of re-mulching every year? Maybe tire products or something like that. How much would that cost?

Ms. Graham stated I can get quotes and have those at the next meeting.

Mr. Lyons stated there is the stuff that moves around, which can be thrown, or there is a complete covering that is rubber-like and very soft, which is what I would prefer but I think it's costly. Over time however we would probably see a savings from it.

Ms. Blessing stated I know every playground I went to with my granddaughter everything was soft and there wasn't mulch. It was nice to walk on and if they feel it didn't really matter.

Mr. Rowell stated I will retract my motion. Can you have that for our May meeting so we can get something moving forward on this? We should table the rest so staff can advise on our budget.

Ms. Graham stated absolutely.

Mr. Lyons stated the last note that you have about the pine straw; he just stated what it cost last year. Can you get an update on what he is anticipating it will cost this year?

Ms. Graham stated that's been our annual fee because it's the same location so it would be the same amount but I will get that confirmed with you.

Mr. Rowell asked but if we went the other way we would save that \$2,480, correct?

Mr. Lyons stated this is the pine straw around the bushes.

Mr. Rowell stated right but we're talking about putting mulch in there.

Ms. Graham stated yes this is the pine straw that they put along the Parkway along the fence area. If you opted to mulch then that pricing structure would change.

Ms. Blessing stated pine straw is probably less money.

Ms. Graham stated it is.

Mr. Blessing asked should we continue with the pine straw.

Mr. Lyons stated if that's the cost of that I don't see any problem with approving that.

Mr. Rowell asked that's already in the budget, correct?

Mr. Torres stated I don't think it's built into Martex's annual cost.

Ms. Graham stated it's separate from their contract.

Mr. Torres stated we don't have a landscape contingency so it would come out of your capital outlay or your repairs and replacements. Currently in your capital outlay you've put \$6,000 in there and we've only spent \$500 so you have enough to cover it but again if we're going to do pine straw every year we really need to put it on a budget line and dedicate that instead of taking out the reserves that we're trying to build.

Mr. Martyn asked before we put the pine straw down wouldn't we need to approve replacing the hedges and stuff or can you do that later because we're talking about putting pine straw along places we're talking about replacing some of it, like some of the boxwood shrubs.

Ms. Graham stated if you chose to install them they would just move it out of the way and push it back around because it's still in that vicinity.

Mr. Lyons stated I think we table the boxwood for right now. Will you get some more information on the alternate to the mulch? Maybe we can go ahead and approve that pine straw.

On MOTION by Mr. Lyons seconded by Ms. Blessing with all in favor pine straw installation in the amount of \$2,480 was approved.

Mr. Rowell stated I'd like to make a note that we add the pine straw to the budget.

Mr. Torres stated we will table the rest of the items.

#### **FOURTH ORDER OF BUSINESS**

#### **Update on Mail Kiosk**

Ms. Blessing stated I contacted two different general contractors; Short Break, Inc. who is actually the general contractor that did the renovations and rebuilding of the restroom facility and did a good job there, as well as Andersen Contracting and Alden Contracting. I asked each for a design that would blend, not exactly like the pavilions that we have already onsite at the recreation area but something similar for the mail kiosk and nothing has come back from any of them so I searched online for a design thinking if I gave them a picture and the dimensions and let them work with it, it would help them. I think it would look nice and it would blend. It doesn't have to be cedar, it could be pressure treated and painted a color that would still blend with the community signs. I still haven't gotten any prices from any of them yet.

Mr. Torres asked is there any other guidance from the board regarding the mail kiosk?

Mr. Lyon stated no it sounds like she's on top of it.

**FIFTH ORDER OF BUSINESS****Update on Additional Parking at Park**

Mr. Torres stated I'll turn it over to the District Engineer, Mike Yuro. Again, I apologize to the board. When I spoke to Mike about the expansion of the parking I directed him towards the current parking and gazebo area so he did not consider the parking by the soccer field where there is no current parking. We looked at it on Google Earth and he's going to go by there today and look at it as well.

Mr. Yuro stated as you can see I show the existing parking lot and what is proposed if you wanted to go that route. There are currently four spaces, one kind of looks like it's supposed to be an ADA space but it's not currently adequately marked as an ADA space and I didn't see a sign out there. It looks like you could get about 8 additional spaces for a total of 12 spaces with one being a handicapped space. I kept the current design and expanded it a little bit on both sides. There are some constraints at two ends, that being the existing light poles that we would want to avoid so if the board wanted to move forward with this I would recommend we get a survey to accurately locate those existing features that we need to avoid but based on the Google Earth images and my field visit I think we could expand to twelve spaces. I'll look similarly at the other area Ernesto showed me today and for the next meeting try to come up with a similar sketch on an aerial to show you potentially what I would recommend.

Mr. Lyons stated one thing we discussed on that other area was angled parking right along the edge so you don't have to cut too far in. You might have to move the sidewalk back a little bit.

Mr. Yuro stated that's something that could be looked at for sure. I assume this Boulevard is CDD owned?

Mr. Torres stated the roads coming into the community are community roads but this is a county owned road.

Mr. Yuro stated being a county road it wouldn't be quite as easy only because now it would have to be signed off. You would have to get the permit from the county anyway but I think a permit for a single access into a parking lot potentially is easier than the angled parking but I could have a conversation with them.

Mr. Torres asked would that keep the costs down rather than building an entry and expanding to a parking lot?

Mr. Yuro stated I think it certainly would because it would be much less curbing and asphalt.

Mr. Torres stated I think that would be an option then.

Mr. Yuro stated I'll start with a conversation with the county to double-check the requirements and make sure there's nothing that would prohibit us from proceeding in that direction and then we can look at that.

Mr. Lyons stated our next meeting is next month. Do you think you could have something by then?

Mr. Yuro stated I'm going to try.

Mr. Lyons stated I like 12 parking spots and it doesn't cut too far into the ground and then see what you can do on the other side. Any additional parking over there would be a big help.

Mr. Torres asked does the board want to do both parking lots all at once or are we going to phase it? We will approve the budget in May so any chance that we could get some rough numbers as to how much the district needs to budget for?

Mr. Yuro stated yes I will provide a cost estimate with any sketch that I provide.

Mr. Torres stated I will work with Mike throughout the month and when he comes up with that number I will have different scenarios on the budget for you to consider if the board wants to pursue this in 2020.

Mr. Lyons stated my preference would be to get it done all at once but it comes down to what we can do with financing.

Mr. Yuro asked is there a target number of spaces you guys are looking for with the new parking area by the soccer fields?

Mr. Rowell stated I think 10 or 11.

Ms. Blessing stated 10 to 12 would be good.

Mr. Torres stated I think they were looking into turning in and then having a parking lot so maybe with both scenarios the maximum amount of spaces we can get to avoid a long driveway type of scenario. We will discuss the budget scenarios at the May meeting.

Ms. Graham stated we do have a handicap sign. Somebody knocked it down and it's behind the restroom facility so I will make sure that gets put back up. On the parking expansion

by the playground are there any guidelines like the minimum distance you can be from a play area where you're pulling into a parking space and children might be playing?

Mr. Yuro stated not that I'm aware of.

Ms. Blessing stated many times they have a fence around the playground area like a split rail fence to keep the kids from running out.

Mr. Yuro stated typically you would have the flat type of curbing, which is considered a barrier. In a neighborhood you typically have what they call a Miami curb. It's easy to drive up on if you pull up to your driveway. In a parking lot like this you would want to have the verbal six to eight inch high curb so that acts as somewhat of a barrier than a flat curb.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Proposals for Pressure Washing Services**

Ms. Graham stated in your packets I have proposals from three contractors for pressure washing - Krystal Klean, ProServices and SG Maintenance Services. This is for the common areas, sidewalks and the playground, including the playground equipment, restroom facility, and the common areas along Coral Reef and Commodore Point. I put in a map of the community to show where the areas are.

Ms. Blessing asked have we used any of the vendors in the past?

Ms. Graham stated we've used SG Maintenance Services for the last couple years for pressure washing the fencing and sidewalks. We have not used ProServices or Krystal Klean previously but I have used them at other locations.

Mr. Lyons asked there again this falls into the same budget doesn't it?

Mr. Torres stated yes it does.

Ms. Blessing asked when is the last time we pressure washed?

Ms. Graham stated 2017.

Mr. Blessing asked we don't have this money in the budget though right; this is the same thing we ran into with the landscaping. So on the next budget we obviously need to increase what we're going to spend. If you're making a personal budget you don't spend money on things you didn't budget for. I would like to table this until we can make a new budget and give ourselves new room personally.

Ms. Graham asked does this not fall into the repairs and replacements category?

Mr. Torres stated yes that's where it would come from. What I'm thinking is your mail kiosk that we don't have an estimate for would come out of that same amount. The mulch that you just approved is going to come out of the capital outlay. If you had a sinkhole or some sort of structure that collapsed your roads right now you would have to pay for it.

Ms. Graham stated we currently have an area that I'm getting a proposal for that reason.

Mr. Torres stated if you're using your reserves for items that are general fund type of items and they should be programmed and budgeted each year but the board makes the decisions as you see fit.

Ms. Graham stated we have a hole that's formed on Graylon Drive from a storm drain causing erosion.

Ms. Blessing asked can we make an insurance claim on that because of the faulty drain system?

Ms. Graham stated I don't think it's going to fall into that area given the timeframe unless when they take it apart it looks like something was missing.

Ms. Blessing stated it's not old .

Ms. Graham stated no this is the newer section, if you're heading towards Black Rock Road the Graylon section on the right-hand side of the Parkway.

Mr. Torres stated looking at the proposals they are very similar in nature so I would assume we are comparing apples to apples in all of these and if that's the cost of it, perhaps in FY20 planning for it and then maybe programming to do it every other year but there is certainly funding available to do it right now if you decided to.

Mr. Lyons stated but not the mail kiosk.

Mr. Torres stated we don't know how much that is yet.

Mr. Rowell stated we've already approved the mail kiosk

Ms. Graham stated you gave an amount not to exceed \$4,000.

Mr. Rowell stated I think we should table it to the next meeting.

Mr. Torres stated maybe by then we will have a better idea of what the mail kiosk is going to cost.

Mr. Lyons stated at the next meeting when we have estimates on the parking are we going to have some financing options to consider also?

Mr. Torres stated yes I will explore that. There is a cost associated whenever you're considering financing so we will have to weigh it out if that's beneficial.

Mr. Lyons stated but the money can't come from anywhere else.

Mr. Torres stated the other option would be assessments.

Ms. Blessing stated we could have a special assessment, right? Maybe a one-time charge.

Mr. Lyons stated whether we finance it or have an assessment either way it's going to increase.

Ms. Blessing stated but it would come and go. It wouldn't be like the everlasting tax. I think parking spaces up there are worth it.

Mr. Rowell stated right now they're parking wherever they want.

Mr. Lyons stated I agree. I think we should table it.

Mr. Torres stated the proposed budget that I will bring to you will have additional lines; more of a maintenance contingency line for items like pressure washing, a landscape contingency line for shrubs and mulch and pine straw.

Mr. Lyons stated frankly these column caps are a constant thorn in our side. We have to do something every year so you might as well put in a line item for that.

## **SEVENTH ORDER OF BUSINESS**

### **Discussion of Meeting Venue**

Ms. Graham stated I know for the past few years the annual meeting has been held over at the Residence Inn and it seat quite a few people but it gets a little crowded when you get a turnout and I think we're going to get more and more owners showing up. One of the locations I use for community meetings is the Nassau Room over at FSCJ Nassau down State Road 200. It can accommodate 200 people, you can get a microphone and they set up everything and it's \$143 whereas I don't know what it is you're paying for the Residence Inn.

Mr. Torres stated we budget \$1,300 annually and that covers this space and the other one.

Ms. Graham stated it's a large area and it has a lot of parking. The hotel is great and I use that location as well but it can have limited parking if they have a lot of guests staying at the hotel at the same time so I just wanted you to be aware that it's an option for a meeting space.

Mr. Blessing stated if it's cheaper then let's just go with that. We'd have to figure out what the cost on the Residence Inn meeting room is.

Mr. Lyons stated but you're talking about \$143 every time.



Ms. Blessing stated well for the August meeting in the evening.

Mr. Torres stated I could see that would be a cost savings.

On MOTION by Mr. Rowell seconded by Mr. Blessing with all in favor using FSCJ as an alternate meeting location for the budget adoption meetings was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion on the Fiscal Year 2020 Budget**

Mr. Torres stated I've already discussed enough of that and I think everyone is clear.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Ms. Graham stated just looking at the budget for 2019 that was approved there are three line items under contract services that were originally slated in case the pool had gone through, which is \$21,000 right there that is in your budget.

Mr. Torres asked which line items are you talking about?

Ms. Graham stated pool maintenance, pool chemicals.

Mr. Torres stated you're looking at a different draft. With the budget that was adopted in August we took those lines and made them repairs and replacements and capital outlay so this was the beginning of our capital reserves contribution.

**Audience Comments**

A resident stated I just wanted to bring up that at that second playground the ADA ramp that they have there has two stakes on each side that stick up about eight inches. Kids have been walking on it and if they fall they could hurt themselves on the stake so I don't know if that can be corrected.

Mr. Torres asked like metal rods?

A resident stated yes, to hold the ramp down but they're sticking up on either side.

Mr. Torres asked Cheryl can you look at that?

Ms. Graham stated I will.

Mr. Bill Harvey, 97529 Albatross Drive, stated the first thing is I'd like to ask the board's permission. The HOA is fixing to do a mailing and I'd like to do a survey concerning the pool because I've had many residents come to ask me about a pool, compliance issues with an above

ground pool, stuff like that but they would like to see a community pool put in and I think if we revisit we will get a majority for or against it.

Mr. Torres stated I still have the survey results from the last survey we did in 2017 and I'll be happy to share those with you. We had an abundance majority that did not support it.

Mr. Rowell stated it was two-thirds negative.

Mr. Torres stated if I can get your email address I'll be happy to give you all of the information that we received and if you still want to pursue something beyond that.

Mr. Harvey stated its presidentatheronislesoa.org. I have two more things. One is the landscaping. What is the concern in allowing the association to pay for these improvements and two, pine straw rots very quickly and is gone within two to three months whereas red mulch once you get a base will stay around for a very long time and it's much less cost effective. My board has already approved paying for it. Of course you guys have to approve it but we're willing and able to pay everything except for the playground mulch and we will even pay for that. I just want to know what the concern is and why you want to table it again and kick the can down the road instead of letting us pay for it and get it done and over with. There's money in the association and we have a plan to recoup that money.

Mr. Lyons stated we can't plan on your money. It's yours. We can't say yeah you go ahead and do it. We have to consider what's in our budget and act on that.

Mr. Harvey stated all you would be responsible for is maintenance in the future, which is on your contract with the company that you pay for currently.

Mr. Torres stated I think what Don is trying to say is you saw the way this was laid out. I think if we had received a document from the HOA saying we will make this contribution then the board whenever they looked at these proposals could have worked that out. We didn't receive any kind of information that the HOA was going to make a contribution for these items.

Mr. Harvey stated we spoke about this at the end of the last meeting and I've also been in contact with Cheryl and she said she's been in contact with you and that you guys were okay with the association doing that.

Mr. Torres stated there is no problem but we'd have to work out the details on how we can receive those funds. I would like to see some sort of formal letter saying our landscape contribution for Heron Isles CDD is 'X' amount and let the board make those decisions at the next meeting.

Mr. Harvey stated I will email that to you today.

Mr. Lyons stated as far as I'm concerned since we've tabled it, if they want to go ahead and pay for it I don't see anything stopping them.

Mr. Rowell stated we have to give them permission.

Mr. Torres stated, Jason, we went through the proposals and the board approved only the pine straw based on our current budget. We have the president of the HOA in the room that is saying there's really no reason to kick the can down the road so to speak until the next meeting if the HOA is willing to make that contribution. Can we make a motion to approve the proposals as submitted under the condition that we receive the funds from the HOA?

Mr. Walters stated we can approve those proposals contingent upon receiving the funds. I think that's appropriate if the board wants to do that. The only caveat I would say is it's not a contingent contribution or anything like that; the HOA is willing to provide those funds for those specific improvements and it's as simple as that. I don't think there's any issue with that.

Mr. Torres stated so the order would be, we invoice the HOA for the contribution and then enter into an agreement with the vendor that proposed?

Mr. Walters stated correct and I think it would be appropriate and we could draft a simple letterform or something but we need to make it clear that it's not a loan that has to be repaid or anything like that and that it's simply a contribution. Maybe that could be by HOA resolution. I don't know when their next meeting is.

Mr. Rowell stated Jason you are our attorney. Can you draft the letter for us?

Mr. Walters stated I'm happy to do that.

Mr. Rowell stated then we can present that to the HOA and they can sign it and we can move forward. I don't see any proposals for the mulch down the fence line though and I thought that's what we were originally talking about before.

Mr. Harvey stated with each individual proposal it will say the flowers and then red mulch, the quantity and how much it costs. The proposals are done by each section that they are going to be replacing. I spent hours and hours on this. I have another proposal, which wasn't quite as much as this one so I think that seeing as Martex is the landscape company now I think we need to probably go with them and they will probably warranty the plants better than if we went to an outside company to get another quote but at the end of the day each quote has what they're going to do, the red mulch in that area. Personally, I think pine straw looks atrocious.

Black Rock has it in there and it just looks horrible. I think red mulch will add a lot of color to the community. The red roses and crape myrtles will add color and it will be more appealing for people to come by homes, which will increase your property value. I think it's going to be a win-win all the way around if we do this and like I said, the association is ready to do it.

Mr. Rowell stated that's what I was asking earlier before we voted on the pine straw. Are you not as familiar with these contracts as he is or what?

Ms. Graham stated Bill has been very involved with the conversations and the mulch is included in each area where they want to enhance the landscaping.

Mr. Rowell stated we need to retract the pine straw motion because it's going to be replaced in these contracts so we don't need to spend the \$2,480.

On MOTION by Mr. Lyons seconded by Ms. Blessing with all in favor to rescind the motion in which a proposal to replace pine straw was approved.

Mr. Rowell stated I still recommend we table the playground mulch because I would like to see how much the rubber is going to be.

Mr. Harvey stated I've talked to Martex about sharpening their pencil a little bit and he is working on that with these quotes.

Mr. Rowell stated yes because \$700 for a crape myrtle is ridiculous.

Mr. Harvey stated but you have to remember that is not a 10-gallon crape myrtle it is a very mature crape myrtle.

On MOTION by Mr. Rowell seconded by Mr. Lyons with all in favor the Martex proposals for landscape improvements totaling \$29,445.29 was approved subject to a contribution from the HOA.

Mr. Torres stated I will work with Bill when the letter comes in from Jason. We will invoice you for the amount once you receive the letter and then we will work with Cheryl to execute the proposals.

Mr. Harvey stated the other thing is I want to let you guys know for the bathrooms the HOA has installed a new key-access program that only the homeowners will be able to access. If the renters want access they have to get it from their homeowners and the homeowners are going

to have to sign a release stating they will be responsible for all damages incurred in the restroom by their tenant. Everyone gets one card and if they want an additional card they will be \$25 for a replacement or \$50 a card and I believe you guys will have to have a special hearing on that.

Mr. Torres stated yes that would be an amendment to our district policies. Any time we charge a fee, you are correct it requires a public hearing for which we have to notify the public and adopt it as a rule. If you have some drafted language I can put it in the agenda packet and it will have to follow those steps.

Mr. Wayne Couch, 97502 Albatross, stated I have a couple of quick questions. Are all of the landscape designs on the website where the residents can look at them?

Ms. Graham stated they are not but they could be I guess if you want them on the website. I don't know about on the District website but on the HOA website.

Mr. Harvey stated I can give you a copy.

Mr. Couch stated I just think other people might be interested to see what kind of landscaping we're thinking about.

Mr. Harvey stated now that the board has approved it you will be getting a letter on what's going to happen and where you're money is spent.

Mr. Couch stated you guys were talking about the mail kiosk design. If you go to Courtney Isles Apartments they have a really nice one over there if you want to get an idea for a possibility. That's where I moved here from. The last thing I was going to note was you guys were talking about ADA signs for the parking lot. There was one there a few months ago and it was torn down. It was actually thrown behind the bathroom.

Ms. Graham stated yes it's back there; I just saw it.

## **TENTH ORDER OF BUSINESS**

### **Next Scheduled Meeting**

Mr. Torres stated our next scheduled meeting is May 2, 2019 at 10:30 a.m. at this location. We will have the budget on the agenda, an update on the mail kiosk, we will have Mike's update on the parking areas, I will give you an update on the landscaping and letter with the HOA, and we will also discuss the special hearing for the rules.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Rowell seconded by Ms. Blessing with all in favor the Meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## *SIXTH ORDER OF BUSINESS*

ABSOLUTE CONTRACTING, CO.  
2102 University Blvd S.  
Jacksonville, FL. 32216  
Phone 904-838-9488  
Fax 904-339-9431  
EMAIL- rchallsr@gmail.com

Date 04/09/2019

## CONTRACT

HERON ISLES  
LELAND MANAGEMENT

### Description of work

Repairing the concrete pipe at the box. If the problem is under the sidewalk and the sidewalk will have to be demoed and poured then an additional \$1,500 will be added. This however does not appear to be the case.

### EXCLUDES:

PRICE: \$3,750 for repairing concrete pipe.  
Add \$1,500 if additional sidewalk work is required.

### Work Order Authorization:

I hereby authorize you to perform the above-described services and I agree to pay the amounts indicated above and on the last page. I AGREE TO THE TERMS AND CONDITIONS ON THE ATTACHED PAGE, WHICH IS PART OF THIS CONTRACT. I/we hereby certify that I am duly authorized to order and approve the work requested. I/we are the lawful owners of this property, or I/we are the agents for the property owner, and I/we personally guarantee payments of this debt. I/we acknowledge receipt and have reviewed and agree to the terms and wording attached to this contract which are part of this contract.

---

Signature

---

Title



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Terms of Payment:

\$3,500\_\_\_\_\_

Check \_\_\_\_\_

Cash \_\_\_\_\_

Other \_\_\_\_\_

In the event a check is returned for any reason, Absolute Contracting Co. will charge customer the amount of the check plus a \$50.00 processing fee or 5% of the face amount of the check, whichever is greater.

---

I/we are completely satisfied with the above work, which has been completed on:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Customer Signature

#### TERMS AND CONDITIONS

In the event CUSTOMER fails to make payment according to the terms and conditions herein, ABSOLUTE CONTRACTING CO. may charge interest on the unpaid balance at the highest permissible legal rate of interest allowed by the STATE on the average unpaid balance. In the event, in the sole judgment of ABSOLUTE CONTRACITNG CO., it becomes necessary to institute legal action to collect said unpaid balance, ABSOLUTE CONTRACTING CO. shall be entitled to a judgment for the unpaid balance, accrued interest, and reasonable attorney's fees incurred in such legal action as allowed by STATE law.

CUSTOMER agrees that this contract is entered in the state of Florida and that jurisdiction and venue shall lie at Jacksonville, Duval County, Florida and customer specifically consents to jurisdiction lying in Duval County, Jacksonville, Florida should any litigator arise as a result of this contract. In the event a claim of lien is recorded, and/ or a foreclosure action is filed concerning the property to

which material and/or labor has been furnished, then in that event jurisdiction and venue shall lie in the county where the subject real property is located.

In the event customer disputes, the quality, quantity, pricing, or otherwise is not satisfied with the services and/or materials provided by ABSOLUTE CONTRACITNG CO., CUSTOMER must notify ABSOLUTE CONTRACTING, CO by certified mail, return receipt requested of the dispute within 15 days, from the date services and/or materials were provided. In the event CUSTOMER fails to do so, CUSTOMER waives their right to raise these matters as a defense when ABSOLUTE CONTRACITNG CO. attempts to collect sums due. ABSOLUTE CONTRACTING CO. shall have the first opportunity to complete cure, rectify and/or remedy claims, made by customer regarding services and/or materials provided, by using its own employees, affiliated entitles, or other entitles of its choice. If CUSTOMER hires a different entity, then ABSOLUTE CONTRACTING CO will NOT be responsible for the charges unless agreed to in writing by ABSOLUTE CONTRACITNG, CO. in advance.

Limited Warranty (if applicable) is conditioned upon payment in full, and there is absolutely NO warranty whatsoever unless CUSTOMER has made payment in full. In the event, that any court of competent finds any terms and/or paragraph(s) unenforceable, Jurisdiction, then all remaining terms and/or paragraph(s) will still be in effect.

THIS AGREEMENT, together with the provisions and conditions on the revers hereof, embodies the entire agreement of the parties, THERE ARE NO PROMISES. TERMS, CONDITIONS OR OBLIGATIONS, ORAL OR WRITTEN REFERRRING TO THE SUBJECT MATTER HEREOF OTHER THAN AS CONTAINED HEREIN.

ACCORDING TO FLORIDA'S CONSTRUCTUION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YUOUR PROPERTY. THIS CLAIM KNOWN AS A CONSTRUCTION LEIN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS OR NEGLECT TO MAKE OTHER LEGALLY REAQUIRED PAYMENTS, THE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FASILED TO PAY. FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX AND IT IS RECOMMENDED THAT WHENEVER A SPECIFIC PROBLEM ARISES, YOU CONSULT AN ATTORNY.

Customer agrees to contract, terms, and conditions.

\_\_\_\_\_  
CUSTOMER NAME

\_\_\_\_\_  
Owner/Agent for Owner

\_\_\_\_\_  
Date

## *SEVENTH ORDER OF BUSINESS*

**RESOLUTION 2019-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERON ISLES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2019/2020 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Heron Isles Community Development District (“**District**”) prior to June 15, 2019, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“**Fiscal Year 2019/2020**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERON ISLES COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2019/2020 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_

HOUR: \_\_\_\_\_

LOCATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Nassau County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 2<sup>nd</sup> DAY OF MAY, 2019.**

ATTEST:

**HERON ISLES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

***Proposed Budget  
Fiscal Year 2020***

***Heron Isles Community  
Development District***

***May 2, 2019***



**Heron Isles  
Community Development District**

**TABLE OF CONTENTS**

**General Fund**

Budget

Page 1

Narrative

Page 2 - 6

**Debt Service Fund**

Budget - Series 2017A1/A2

Page 7

Amortization Schedule - 2017A1

Page 8

Amortization Schedule - 2017A2

Page 9

**Capital Reserves**

Page 10

# Heron Isles

## Community Development District

## General Fund

Description	Adopted Budget FY 2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Projected 9/30/19	Proposed Budget FY 2020
<b>Revenues</b>					
Assessments - On Roll	\$320,236	\$316,442	\$3,822	\$320,264	\$354,843
Interest Income	\$400	\$267	\$267	\$533	\$400
Fund Balance	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$320,637</b>	<b>\$316,708</b>	<b>\$4,089</b>	<b>\$320,798</b>	<b>\$355,244</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Supervisor Fees	\$4,000	\$1,800	\$3,000	\$4,800	\$6,000
FICA Expense	\$306	\$138	\$230	\$367	\$459
Engineering	\$5,000	\$0	\$5,000	\$5,000	\$5,000
Assessment Roll	\$7,500	\$7,500	\$0	\$7,500	\$7,500
Dissemination	\$1,500	\$750	\$750	\$1,500	\$1,500
Attorney	\$15,000	\$4,119	\$10,882	\$15,000	\$15,000
Annual Audit	\$4,000	\$0	\$3,800	\$3,800	\$4,000
Trustee Fees	\$2,200	\$0	\$3,717	\$3,717	\$3,800
Management Fees	\$45,423	\$22,712	\$22,712	\$45,423	\$45,423
Computer Time	\$1,000	\$500	\$500	\$1,000	\$1,000
Website Compliance	\$500	\$2,000	\$250	\$2,250	\$500
Telephone	\$100	\$26	\$74	\$100	\$200
Postage	\$500	\$195	\$721	\$916	\$500
Printing & Binding	\$1,250	\$398	\$1,028	\$1,427	\$1,500
Rental & Leases	\$0	\$640	\$100	\$740	\$120
Meeting Room Rental	\$1,300	\$200	\$565	\$765	\$1,000
Insurance	\$6,700	\$10,663	\$0	\$10,663	\$11,196
Legal Advertising	\$2,500	\$1,859	\$3,452	\$5,310	\$5,350
Other Current Charges	\$1,000	\$5,978	\$722	\$6,700	\$7,000
Office Supplies	\$100	\$43	\$57	\$100	\$100
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Capital Outlay	\$250	\$0	\$250	\$250	\$0
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$100,304</b>	<b>\$59,695</b>	<b>\$57,808</b>	<b>\$117,503</b>	<b>\$117,323</b>
<b>UTILITIES:</b>					
Electric	\$32,005	\$12,212	\$12,600	\$24,812	\$31,740
Water & Sewer	\$46,813	\$18,201	\$25,299	\$43,500	\$44,064
<b>SUBTOTAL UTILITIES</b>	<b>\$78,818</b>	<b>\$30,413</b>	<b>\$37,899</b>	<b>\$68,312</b>	<b>\$75,804</b>
<b>CONTRACT SERVICES</b>					
Landscape Maintenance	\$64,250	\$30,156	\$30,426	\$60,582	\$60,852
Landscape Contingency	\$0	\$0	\$0	\$0	\$15,000
Irrigation Maintenance	\$3,000	\$785	\$2,215	\$3,000	\$3,000
Lake Maintenance	\$12,900	\$6,450	\$6,450	\$12,900	\$12,900
Janitorial Services	\$7,200	\$3,600	\$3,600	\$7,200	\$7,200
Trash Removal Services	\$7,440	\$3,000	\$3,000	\$6,000	\$7,440
Management Company	\$9,000	\$4,500	\$4,500	\$9,000	\$9,000
Pest Control Services	\$225	\$0	\$225	\$225	\$225
Holiday Decorations	\$1,500	\$1,710	\$0	\$1,710	\$1,500
<b>SUBTOTAL CONTRACT SERVICES</b>	<b>\$105,515</b>	<b>\$50,201</b>	<b>\$50,416</b>	<b>\$100,617</b>	<b>\$117,117</b>
<b>REPAIRS &amp; MAINTENANCE</b>					
Repairs & Maintenance	\$30,000	\$2,699	\$25,667	\$28,366	\$0
Facility Repairs	\$0	\$0	\$0	\$0	\$15,000
<b>SUBTOTAL REPAIRS &amp; MAINTENANCE</b>	<b>\$30,000</b>	<b>\$2,699</b>	<b>\$25,667</b>	<b>\$28,366</b>	<b>\$15,000</b>
<b>RESERVES</b>					
Capital Reserve	\$6,000	\$500	\$5,500	\$6,000	\$30,000
<b>SUBTOTAL RESERVES</b>	<b>\$6,000</b>	<b>\$500</b>	<b>\$5,500</b>	<b>\$6,000</b>	<b>\$30,000</b>
<b>TOTAL FIELD EXPENDITURES</b>	<b>\$220,333</b>	<b>\$83,813</b>	<b>\$119,481</b>	<b>\$203,295</b>	<b>\$237,921</b>
<b>TOTAL EXPENDITURES</b>	<b>\$320,637</b>	<b>\$143,508</b>	<b>\$177,290</b>	<b>\$320,798</b>	<b>\$355,244</b>
<b>Excess Revenues</b>	<b>\$0</b>	<b>\$173,201</b>	<b>(\$173,201)</b>	<b>\$0</b>	<b>\$0</b>

FY 2018 FY 2019 FY 2020

NET ASSESSMENTS	\$281,122	\$320,236	\$355,244
PLUS COLLECTION FEES (6%)	\$21,160	\$24,104	\$22,675
GROSS ASSESSMENTS	\$302,281	\$344,340	\$377,919
NO. OF UNITS	749	749	748
PER UNIT ASSESSMENT	\$404	\$460	\$505



# HERON ISLES

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND BUDGET FISCAL YEAR 2020

#### **REVENUES:**

##### **Maintenance Assessments**

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the General Operating Expenditures for the fiscal year.

##### **Interest Income**

The District will have all excess funds invested with U.S. Bank. The amount is based upon the estimated average balance of funds available during the fiscal year.

#### **EXPENDITURES:**

##### **Administrative:**

##### **Supervisor Fees**

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,000 in one year. The amount for the fiscal year is based upon all five supervisors attending the estimated 4 annual meetings.

##### **FICA Expense**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

##### **Engineering Fees**

The District's engineer will be providing general engineering services to the District including attendance and preparation for board meetings, etc.

##### **Assessment Roll**

Governmental Management Services serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

##### **Dissemination Agent**

The District is required by the Security and Exchange Commission to comply with Rule 15(c) (2)-12(b) (5), which relates to additional reporting requirements for un-rated bond issues.

##### **Attorney**

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for monthly meetings, review operating and maintenance contracts.

##### **Annual Audit**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

##### **Trustee Fees**

The District issued Series 2005 Capital Improvement Revenue Bonds, which are held with a Trustee at US Bank. The amount of the trustee fees is based on the agreement between US Bank and the District.

# **HERON ISLES**

## **COMMUNITY DEVELOPMENT DISTRICT**

### **GENERAL FUND BUDGET FISCAL YEAR 2020**

#### **Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services. These services are further outlined in Exhibit "A" of the Management Agreement.

#### **Computer Time**

The District processes all of its financial activities, i.e., accounts payable, financial statements, etc. on a mainframe computer leased by Governmental Management Services.

#### **Website Compliance**

Per Chapter 2014-22, Laws of Florida, all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly.

#### **Telephone**

Telephone and fax machine.

#### **Postage**

Mailing of agenda packages, overnight deliveries, correspondence, etc.

#### **Printing & Binding**

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

#### **Rental & Leases**

Record storage fees to maintain district files by McCranie & Associates Inc at \$10/month.

#### **Insurance**

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies.

#### **Legal Advertising**

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

#### **Other Current Charges**

Bank charges and any other miscellaneous expenses that are incurred during the year.

#### **Office Supplies**

Miscellaneous office supplies.

#### **Meeting Room Rental**

This item includes the cost to rent a boardroom for the Heron Isles Community Development District monthly supervisor meetings. The rental fees are based on the quarterly meetings.

# HERON ISLES

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND BUDGET

FISCAL YEAR 2020

#### Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

#### Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year such as a file cabinet for District files.

#### Utilities:

##### Electric

This item includes the cost of electricity for Heron Isles CDD that will be provided by FPL.

Location	Account #	Monthly	Annual
100 Heron Isles Pkwy	55251-34119	\$2,000	\$24,000
96103 Heron Isles Pkwy	79367-06030	\$15	\$180
96116 Heron Isles Pkwy	15371-18034	\$15	\$180
961164 Heron Isles Pkwy #IRR	17007-82129	\$15	\$180
96139 Heron Isles Pkwy	89411-73059	\$25	\$300
96148 Heron Isles Pkwy	59739-27030	\$15	\$180
96443 Heron Isles Pkwy #IRR	62356-51129	\$15	\$180
96638 Heron Isles Pkwy #IRR	62602-83129	\$15	\$180
96331 Starfish Dr entwall	39110-92496	\$15	\$180
928 Chester Rd# Entrance	62761-04061	\$15	\$180
Contingency		\$500	\$6,000
	<b>Total</b>	<b>\$2667</b>	<b>\$31,740</b>

##### Water & Sewer

This item includes the cost of water and/or sewer from JEA.

Location	Meter #	Monthly	Annual
96059 Heron Isles PY	82505651	\$1210	\$14,520
96059 Heron Isles PY	82505651	\$384	\$4,608
96259 Heron Isles PY	83582184	\$847	\$10,164
96320 Starfish Dr	67059090	\$20	\$240
96416 Heron Isles PY	67133229	\$579	\$6,948
96572 Heron Isles PY	67133293	\$600	\$7,200
928 Chester Road Apt IR01	83714954	\$32	\$384
	<b>Totals</b>	<b>\$3,036</b>	<b>\$44,064</b>

# HERON ISLES

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND BUDGET FISCAL YEAR 2020

#### Contract Services:

##### Landscape Maintenance

Landscape services are to maintain the common areas within the District. The District has contracted with Martex Services for these services pertaining to entryway maintenance. The contract provides for a 30 day termination.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Martex	\$5,071	\$60,852

##### Landscape Contingency

Other Landscape service cost such as tree trimmings, tree and plant disposal and replacements.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Martex	\$1,250	\$15,000

##### Irrigation Maintenance

Irrigation services are to maintain the common areas within the District. The District has contracted with Martex Services for these services pertaining to entryway maintenance. The contract provides for a 30 day termination.

##### Lake Maintenance

The District has a contract with The Lake Doctors who provide monthly water management services to all the lakes throughout the District.

##### Janitorial Services

The District has a contract with All Repairs & Maintenance for Janitorial services for the District.

##### Trash Removal Service

The District has a contract with All Repairs & Maintenance for Trash Removal Services.

##### Management Company

Management Fees include managing, supervising and coordinating the management, operation and maintenance. The District has a contract with Leland Management Inc. to provide these services, the monthly charge is \$750.00 and the contract can be terminated by either party within 30 days notice.

##### Pest Control

The District has a contract with Kelly Termite for pest control services.

##### Holiday Decorations:

Represents estimated costs for the District to decorate the amenity center throughout the Fiscal Year.

# HERON ISLES

## COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND BUDGET  
FISCAL YEAR 2020

### **REPAIRS & MAINTENANCE:**

#### **Repairs & Maintenance**

Unscheduled repairs and maintenance to the District's facilities through the community

#### **Facility Repairs**

Repairs and maintenance for the District's amenity center.

### **RESERVES:**

#### **Capital Reserve:**

Represents any Capital expenditures the District may need outside of the regular maintenance.

# Heron Isles

Community Development District

Debt Service Fund

Series 2017A1-A2

Description	Adopted Budget FY 2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Projected 9/30/19	Proposed Budget FY 2020
<b>Revenues</b>					
(1) Special Assessments - On Roll	\$233,370	\$223,505	\$9,864	\$233,370	\$233,370
Interest Income	\$0	\$248	\$200	\$448	\$0
Prepayments	\$0	\$0	\$0	\$0	\$0
(2) Carry Forward Surplus	\$58,302	\$95,331	\$0	\$95,331	\$60,186
<b>TOTAL REVENUES</b>	<b>\$291,672</b>	<b>\$319,084</b>	<b>\$10,064</b>	<b>\$329,149</b>	<b>\$293,555</b>
<b>Expenditures</b>					
Series 2017A1					
Interest - 11/1	\$29,863	\$29,863	\$0	\$29,863	\$ 28,475
Special Call - 11/1	\$0	\$30,000	\$0	\$30,000	\$0
Interest - 5/1	\$29,863	\$0	\$29,475	\$29,475	\$ 28,475
Principal - 5/1	\$100,000	\$0	\$100,000	\$100,000	\$ 100,000
Special Call - 5/1	\$0	\$0	\$0	\$0	\$0
Series 2017A2					
Interest - 11/1	\$20,000	\$20,000	\$0	\$20,000	\$ 19,000
Special Call - 11/1	\$0	\$15,000	\$0	\$15,000	\$ -
Interest - 5/1	\$20,000	\$0	\$19,625	\$19,625	\$ 19,000
Principal - 5/1	\$30,000	\$0	\$25,000	\$25,000	\$ 30,000
<b>TOTAL EXPENDITURES</b>	<b>\$229,725</b>	<b>\$94,863</b>	<b>\$174,100</b>	<b>\$268,963</b>	<b>\$224,950</b>
<b>Other Sources/(Uses)</b>					
(3) Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0	\$0
<b>TOTAL OTHER SOURCES/USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES</b>	<b>\$61,947</b>	<b>\$224,221</b>	<b>(\$164,036)</b>	<b>\$60,186</b>	<b>\$68,605</b>

11/1/2020 Debt Service \$ 45,725.00

(1) Maximum Annual Debt Service

(2) Carry forward surplus is net of the reserve requirement

	<b>FY 2020</b>
<b>PLUS COLLECTION FEES (7%)</b>	\$17,565
<b>GROSS ASSESSMENTS</b>	\$250,935
<b>NO. OF UNITS</b>	561
<b>PER UNIT ASSESSMENT:</b>	\$447

## Heron Isles

### Community Development District

Series 2017A-1 Capital Improvement Revenue Refunding Bonds (Senior Bonds)

### AMORTIZATION SCHEDULE

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/19	\$ 2,055,000.00	\$ -	\$ 28,475.00	\$ 157,950.00
05/01/20	\$ 2,055,000.00	\$ 100,000.00	\$ 28,475.00	
11/01/20	\$ 1,955,000.00	\$ -	\$ 27,475.00	\$ 155,950.00
05/01/21	\$ 1,955,000.00	\$ 100,000.00	\$ 27,475.00	
11/01/21	\$ 1,850,000.00	\$ -	\$ 26,475.00	\$ 153,950.00
05/01/22	\$ 1,850,000.00	\$ 105,000.00	\$ 26,475.00	
11/01/22	\$ 1,745,000.00	\$ -	\$ 25,425.00	\$ 156,900.00
05/01/23	\$ 1,745,000.00	\$ 105,000.00	\$ 25,425.00	
11/01/23	\$ 1,635,000.00	\$ -	\$ 24,375.00	\$ 154,800.00
05/01/24	\$ 1,635,000.00	\$ 105,000.00	\$ 24,375.00	
11/01/24	\$ 1,530,000.00	\$ -	\$ 23,193.75	\$ 152,568.75
05/01/25	\$ 1,530,000.00	\$ 110,000.00	\$ 23,193.75	
11/01/25	\$ 1,415,000.00	\$ -	\$ 21,887.50	\$ 155,081.25
05/01/26	\$ 1,415,000.00	\$ 110,000.00	\$ 21,887.50	
11/01/26	\$ 1,305,000.00	\$ -	\$ 20,512.50	\$ 152,400.00
05/01/27	\$ 1,305,000.00	\$ 115,000.00	\$ 20,512.50	
11/01/27	\$ 1,185,000.00	\$ -	\$ 19,003.13	\$ 154,515.63
05/01/28	\$ 1,185,000.00	\$ 120,000.00	\$ 19,003.13	
11/01/28	\$ 1,065,000.00	\$ -	\$ 17,353.13	\$ 156,356.26
05/01/29	\$ 1,065,000.00	\$ 115,000.00	\$ 17,353.13	
11/01/29	\$ 945,000.00	\$ -	\$ 15,556.25	\$ 147,909.38
05/01/30	\$ 945,000.00	\$ 120,000.00	\$ 15,556.25	
11/01/30	\$ 825,000.00	\$ -	\$ 13,681.25	\$ 149,237.50
05/01/31	\$ 825,000.00	\$ 125,000.00	\$ 13,681.25	
11/01/31	\$ 700,000.00	\$ -	\$ 11,728.13	\$ 150,409.38
05/01/32	\$ 700,000.00	\$ 130,000.00	\$ 11,728.13	
11/01/32	\$ 570,000.00	\$ -	\$ 9,534.38	\$ 151,262.51
05/01/33	\$ 570,000.00	\$ 135,000.00	\$ 9,534.38	
11/01/33	\$ 435,000.00	\$ -	\$ 7,256.25	\$ 151,790.63
05/01/34	\$ 435,000.00	\$ 140,000.00	\$ 7,256.25	
11/01/34	\$ 295,000.00	\$ -	\$ 4,893.75	\$ 152,150.00
05/01/35	\$ 295,000.00	\$ 140,000.00	\$ 4,893.75	
11/01/35	\$ 150,000.00	\$ -	\$ 2,531.25	\$ 147,425.00
05/01/36	\$ 150,000.00	\$ 150,000.00	\$ 2,531.25	\$ 152,531.25
		\$2,025,000	\$ 598,712.54	\$ 2,753,187.54

## Heron Isles

### Community Development District

Series 2017A-2 Capital Improvement Revenue Refunding Bonds (Subordinate Bonds)

#### AMORTIZATION SCHEDULE

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/19	\$ 760,000.00	5.000%	\$ -	\$ 19,000.00	\$ -
05/01/20	\$ 760,000.00	5.000%	\$ 30,000.00	\$ 19,000.00	\$ 68,000.00
11/01/20	\$ 730,000.00	5.000%	\$ -	\$ 18,250.00	\$ -
05/01/21	\$ 730,000.00	5.000%	\$ 30,000.00	\$ 18,250.00	\$ 66,500.00
11/01/21	\$ 700,000.00	5.000%	\$ -	\$ 17,500.00	\$ -
05/01/22	\$ 700,000.00	5.000%	\$ 30,000.00	\$ 17,500.00	\$ 65,000.00
11/01/22	\$ 670,000.00	5.000%	\$ -	\$ 16,750.00	\$ -
05/01/23	\$ 670,000.00	5.000%	\$ 35,000.00	\$ 16,750.00	\$ 68,500.00
11/01/23	\$ 635,000.00	5.000%	\$ -	\$ 15,875.00	\$ -
05/01/24	\$ 635,000.00	5.000%	\$ 35,000.00	\$ 15,875.00	\$ 66,750.00
11/01/24	\$ 600,000.00	5.000%	\$ -	\$ 15,000.00	\$ -
05/01/25	\$ 600,000.00	5.000%	\$ 35,000.00	\$ 15,000.00	\$ 65,000.00
11/01/25	\$ 565,000.00	5.000%	\$ -	\$ 14,125.00	\$ -
05/01/26	\$ 565,000.00	5.000%	\$ 40,000.00	\$ 14,125.00	\$ 68,250.00
11/01/26	\$ 525,000.00	5.000%	\$ -	\$ 13,125.00	\$ -
05/01/27	\$ 525,000.00	5.000%	\$ 40,000.00	\$ 13,125.00	\$ 66,250.00
11/01/27	\$ 485,000.00	5.000%	\$ -	\$ 12,125.00	\$ -
05/01/28	\$ 485,000.00	5.000%	\$ 45,000.00	\$ 12,125.00	\$ 69,250.00
11/01/28	\$ 440,000.00	5.000%	\$ -	\$ 11,000.00	\$ -
05/01/29	\$ 440,000.00	5.000%	\$ 45,000.00	\$ 11,000.00	\$ 67,000.00
11/01/29	\$ 395,000.00	5.000%	\$ -	\$ 9,875.00	\$ -
05/01/30	\$ 395,000.00	5.000%	\$ 50,000.00	\$ 9,875.00	\$ 69,750.00
11/01/30	\$ 345,000.00	5.000%	\$ -	\$ 8,625.00	\$ -
05/01/31	\$ 345,000.00	5.000%	\$ 50,000.00	\$ 8,625.00	\$ 67,250.00
11/01/31	\$ 295,000.00	5.000%	\$ -	\$ 7,375.00	\$ -
05/01/32	\$ 295,000.00	5.000%	\$ 55,000.00	\$ 7,375.00	\$ 69,750.00
11/01/32	\$ 240,000.00	5.000%	\$ -	\$ 6,000.00	\$ -
05/01/33	\$ 240,000.00	5.000%	\$ 55,000.00	\$ 6,000.00	\$ 67,000.00
11/01/33	\$ 185,000.00	5.000%	\$ -	\$ 4,625.00	\$ -
05/01/34	\$ 185,000.00	5.000%	\$ 60,000.00	\$ 4,625.00	\$ 69,250.00
11/01/34	\$ 125,000.00	5.000%	\$ -	\$ 3,125.00	\$ -
05/01/35	\$ 125,000.00	5.000%	\$ 60,000.00	\$ 3,125.00	\$ 66,250.00
11/01/35	\$ 65,000.00	5.000%	\$ -	\$ 1,625.00	\$ -
05/01/36	\$ 65,000.00	5.000%	\$ 65,000.00	\$ 1,625.00	\$ 68,250.00
			\$ 760,000.00	\$ 388,000.00	\$ 1,148,000.00



# Heron Isles

Community Development District

Capital Reserve Fund

Description	Proposed Budget FY 2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Projected 9/30/19	Proposed Budget FY 2020
<b>Revenues</b>					
Capital Reserve Transfer In	\$0	\$0	\$5,500	\$5,500	\$30,000
Carry Forward Surplus	\$0	\$0	\$0	\$0	\$5,500
Interest Income	\$0	\$0	\$0	\$0	\$250
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$35,750</b>
<b>Expenditures</b>					
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$35,750</b>

*EIGHTH ORDER OF BUSINESS*

*C.*

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**VICKI P. CANNON**  
Supervisor of Elections  
Nassau County, Florida

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**VOTE IN HONOR  
OF A VETERAN**

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April 23, 2019

Ms. Courtney Hogge  
Recording Secretary  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092

RE: Heron Isles Community Development District

Dear Ms. Hogge,

In response to your letter received on April 17, 2019, please be advised that as of April 15, 2019, there were 1,230 registered voters within the boundaries of the above referenced District.

Should you have questions, or if we can be of assistance to you in any way, please do not hesitate to contact us.

Sincerely,

Maria Pearson  
Candidate Coordinator

Enclosure

## *TENTH ORDER OF BUSINESS*

*A.*

**HERON ISLES**  
**Community Development District**  
**Unaudited Financial Statements**  
**as of**  
**March 31, 2019**

**Meeting Date**  
**May 2, 2019**

**Heron Isles**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**BALANCE SHEET**  
March 31, 2019

	<u>General</u>	<u>Debt Service</u>	<u>Total Governmental Funds</u>
<b>ASSETS:</b>			
Cash - Wells Fargo	\$49,952	---	\$49,952
Cash - BOA	\$8,515	---	\$8,515
State Board	\$207	---	\$207
Custody-Reserves	\$751	---	\$751
Custody-Excess Funds	\$224,602	---	\$224,602
Investments:			
Series 2017A-1			
Reserve	---	\$81,258	\$81,258
Revenue	---	\$223,688	\$223,688
Excess Revenue	---	\$0	\$0
Series 2017A-2			
Reserve	---	\$34,813	\$34,813
Prepayment	---	\$534	\$534
Prepaid Expenses	\$1,902	---	\$1,902
Electric Deposits	\$1,580	---	\$1,580
<b>TOTAL ASSETS</b>	<u><u>\$287,509</u></u>	<u><u>\$340,292</u></u>	<u><u>\$627,801</u></u>
<b>LIABILITIES:</b>			
Accounts Payable	\$17,401	---	\$17,401
Accrued Expenses	\$1,940	---	\$1,940
<b>FUND BALANCES:</b>			
Restricted for Debt Service	---	\$340,292	\$340,292
Restricted for Capital Projects	---	---	\$0
Nonspendable	\$3,482	---	\$3,482
Assigned	\$0	---	\$0
Unassigned	\$264,686	---	\$264,686
<b>TOTAL LIABILITIES &amp; FUND EQUITY &amp; OTHER CREDITS</b>	<u><u>\$287,509</u></u>	<u><u>\$340,292</u></u>	<u><u>\$627,801</u></u>



# HERON ISLES

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/2019	ACTUAL THRU 3/31/2019	VARIANCE
<b><u>Revenues</u></b>				
Assessments - On Roll	\$320,236	\$316,442	\$316,442	\$0
Interest Income	\$400	\$200	\$267	\$66
<b><i>Total Revenues</i></b>	<b>\$320,637</b>	<b>\$316,642</b>	<b>\$316,708</b>	<b>\$66</b>
<b><u>Expenditures</u></b>				
<b><u>Administrative</u></b>				
Supervisors	\$4,000	\$2,000	\$1,800	\$200
FICA Expense	\$306	\$153	\$138	\$15
Engineering	\$5,000	\$2,500	\$0	\$2,500
Dissemination	\$1,500	\$750	\$750	\$0
Assessment Roll	\$7,500	\$7,500	\$7,500	\$0
Attorney	\$15,000	\$7,500	\$4,119	\$3,382
Auditing	\$4,000	\$0	\$0	\$0
Trustee Fees	\$2,200	\$0	\$0	\$0
Management Fees	\$45,423	\$22,712	\$22,712	\$0
Computer Time	\$1,000	\$500	\$500	\$0
Website Compliance	\$500	\$250	\$2,000	(\$1,750)
Telephone	\$100	\$50	\$26	\$24
Postage	\$500	\$250	\$195	\$55
Printing & Binding	\$1,250	\$625	\$398	\$227
Rental & Leases	\$0	\$0	\$640	(\$640)
Meeting Room Rental	\$1,300	\$650	\$200	\$450
Insurance	\$6,700	\$6,700	\$10,663	(\$3,963)
Legal Advertising	\$2,500	\$1,859	\$1,859	\$0
Other Current Charges	\$1,000	\$500	\$5,978	(\$5,478)
Office Supplies	\$100	\$50	\$43	\$7
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Capital Outlay	\$250	\$250	\$0	\$250
<b><i>Total Administrative Expenditures</i></b>	<b>\$100,304</b>	<b>\$54,973</b>	<b>\$59,695</b>	<b>(\$4,721)</b>
<b><u>Utilities</u></b>				
Electric	\$32,005	\$16,003	\$12,212	\$3,791
Water & Sewer	\$46,813	\$23,407	\$18,201	\$5,205
<b><i>Total Utilities</i></b>	<b>\$78,818</b>	<b>\$39,409</b>	<b>\$30,413</b>	<b>\$8,996</b>

**HERON ISLES**  
**COMMUNITY DEVELOPMENT DISTRICT**

**GENERAL FUND**

Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/2019	ACTUAL THRU 3/31/2019	VARIANCE
<b>Expenditures</b>				
<i><u>Contract Services</u></i>				
Landscape Maintenance	\$64,250	\$32,125	\$30,156	\$1,970
Irrigation Maintenance	\$3,000	\$1,500	\$785	\$715
Lake Maintenance	\$12,900	\$6,450	\$6,450	\$0
Janitorial Services	\$7,200	\$3,600	\$3,600	\$0
Trash Removal Services	\$7,440	\$3,720	\$3,000	\$720
Management Company	\$9,000	\$4,500	\$4,500	\$0
Pest Control Services	\$225	\$113	\$0	\$113
Holiday Decorations	\$1,500	\$1,500	\$1,710	(\$210)
<b><i>Total Contract Services</i></b>	<b>\$105,515</b>	<b>\$53,508</b>	<b>\$50,201</b>	<b>\$3,306</b>
<i><u>Repairs &amp; Maintenance</u></i>				
Repairs & Maintenance	\$30,000	\$15,000	\$2,699	\$12,301
<b><i>Total Repairs &amp; Maintenance</i></b>	<b>\$30,000</b>	<b>\$15,000</b>	<b>\$2,699</b>	<b>\$12,301</b>
<i><u>Reserves</u></i>				
Capital Outlay	\$6,000	\$3,000	\$500	\$2,500
<b><i>Total Reserves</i></b>	<b>\$6,000</b>	<b>\$3,000</b>	<b>\$500</b>	<b>\$2,500</b>
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$320,637</b>	<b>\$165,890</b>	<b>\$143,508</b>	<b>\$22,382</b>
EXCESS REVENUES (EXPENDITURES)	<b>\$0</b>		<b>\$173,201</b>	
FUND BALANCE - Beginning	<b>\$0</b>		<b>\$94,967</b>	
FUND BALANCE - Ending	<b>\$0</b>		<b>\$268,168</b>	

# Heron Isles

## COMMUNITY DEVELOPMENT DISTRICT

	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>Total</u>
<b><u>REVENUES:</u></b>							
Maintenance Assessments	\$0	\$18,189	\$289,594	\$3,013	\$3,322	\$2,324	\$316,442
Interest Income	\$38	\$17	\$14	\$60	\$76	\$62	\$267
<b>TOTAL REVENUES</b>	<b>\$38</b>	<b>\$18,206</b>	<b>\$289,607</b>	<b>\$3,073</b>	<b>\$3,398</b>	<b>\$2,387</b>	<b>\$316,708</b>
<b><u>EXPENDITURES:</u></b>							
<b><u>Administrative:</u></b>							
Supervisors	\$0	\$1,000	\$0	\$0	\$800	\$0	\$1,800
FICA Expense	\$0	\$77	\$0	\$0	\$61	\$0	\$138
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Attorney	\$907	\$782	\$92	\$634	\$1,704	\$0	\$4,119
Dissemination	\$125	\$125	\$125	\$125	\$125	\$125	\$750
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll Services	\$7,500	\$0	\$0	\$0	\$0	\$0	\$7,500
Management Fees	\$3,785	\$3,785	\$3,785	\$3,785	\$3,785	\$3,785	\$22,712
Computer Time	\$83	\$83	\$83	\$83	\$83	\$83	\$500
Website Administration	\$42	\$42	\$42	\$1,792	\$42	\$42	\$2,000
Telephone	\$0	\$0	\$26	\$0	\$0	\$0	\$26
Postage	\$64	\$19	\$7	\$73	\$33	\$0	\$195
Printing & Binding	\$35	\$112	\$0	\$5	\$207	\$38	\$398
Rental & Leases	\$0	\$0	\$0	\$640	\$0	\$0	\$640
Insurance	\$10,663	\$0	\$0	\$0	\$0	\$0	\$10,663
Legal Advertising	\$783	\$580	\$0	\$248	\$0	\$248	\$1,859
Other Current Charges	\$405	\$5,380	\$28	\$41	\$102	\$22	\$5,978
Meeting Room Rental	\$0	\$100	\$0	\$0	\$100	\$0	\$200
Office Supplies	\$0	\$18	\$0	\$1	\$18	\$6	\$43
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$175
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Administrative</b>	<b>\$24,568</b>	<b>\$12,102</b>	<b>\$4,189</b>	<b>\$7,427</b>	<b>\$7,060</b>	<b>\$4,349</b>	<b>\$59,695</b>
<b><u>Maintenance:</u></b>							
Electric	\$2,046	\$2,153	\$2,051	\$3,897	\$2,065	\$0	\$12,212
Water & Sewer	\$4,558	\$4,431	\$0	\$3,730	\$2,936	\$2,547	\$18,201
Landscape Maintenance	\$4,765	\$4,765	\$4,765	\$5,071	\$5,071	\$5,719	\$30,156
Irrigation Repairs	\$320	\$47	\$0	\$136	\$0	\$282	\$785
Lake Maintenance	\$1,075	\$1,075	\$1,075	\$1,075	\$1,075	\$1,075	\$6,450
Janitorial	\$600	\$600	\$600	\$600	\$600	\$600	\$3,600
Trash Removal Services	\$500	\$500	\$500	\$500	\$500	\$500	\$3,000
Management Company	\$750	\$750	\$750	\$750	\$750	\$750	\$4,500
Pest Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$1,284	\$120	\$120	\$120	\$430	\$626	\$2,699
Holiday Decorations	\$915	\$0	\$795	\$0	\$0	\$0	\$1,710
<b>Total Maintenance</b>	<b>\$16,813</b>	<b>\$14,441</b>	<b>\$10,656</b>	<b>\$15,878</b>	<b>\$13,427</b>	<b>\$12,099</b>	<b>\$83,313</b>
<b>Total Expenditures</b>	<b>\$41,381</b>	<b>\$26,543</b>	<b>\$14,845</b>	<b>\$23,304</b>	<b>\$20,487</b>	<b>\$16,447</b>	<b>\$143,008</b>
<b><u>TOTAL OTHER SOURCES AND USES</u></b>							
Capital Reserve	\$0	\$500	\$0	\$0	\$0	\$0	\$500
<b>Total Other Sources and Uses</b>	<b>\$0</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$41,343)</b>	<b>(\$7,837)</b>	<b>\$274,762</b>	<b>(\$20,231)</b>	<b>(\$17,089)</b>	<b>(\$14,061)</b>	<b>\$173,201</b>

**HERON ISLES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND - SERIES 2017**  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/2019	ACTUAL THRU 3/31/2019	VARIANCE
<b><u>Revenues</u></b>				
Special Assessments - On Roll	\$233,370	\$223,505	\$223,505	\$0
Interest Income	\$0	\$0	\$248	\$248
<b><i>Total Revenues</i></b>	<b>\$233,370</b>	<b>\$223,505</b>	<b>\$223,753</b>	<b>\$248</b>
<b><u>Expenditures</u></b>				
<b><u>Series 2017A1</u></b>				
Interest - 11/1	\$29,863	\$29,863	\$29,863	\$0
Special Call - 11/1	\$0	\$0	\$30,000	(\$30,000)
Interest - 5/1	\$29,863	\$0	\$0	\$0
Principal - 5/1	\$100,000	\$0	\$0	\$0
<b><u>Series 2017A2</u></b>				
Interest - 11/1	\$20,000	\$20,000	\$20,000	\$0
Special Call - 11/1	\$0	\$0	\$15,000	(\$15,000)
Interest - 5/1	\$20,000	\$0	\$0	\$0
Principal - 5/1	\$30,000	\$0	\$0	\$0
<b><i>Total Expenditures</i></b>	<b>\$229,725</b>	<b>\$49,863</b>	<b>\$94,863</b>	<b>(\$45,000)</b>
<b><u>Other Sources/(Uses)</u></b>				
Interfund Transfer In(Out)	\$0	\$0	\$0	\$0
<b><i>Total Other Sources/(Uses)</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
EXCESS REVENUES (EXPENDITURES)	\$3,645		\$128,891	
FUND BALANCE - Beginning	\$58,302		\$211,402	
FUND BALANCE - Ending	<u>\$61,947</u>		<u>\$340,292</u>	

***Heron Isles***  
***Community Development District***  
***Long Term Debt Report***

<b>Series 2017A-1 Capital Improvement Revenue Bonds</b>	
---	--

Interest Rate:	2.0%-3.375%
Maturity Date:	11/1/36
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$78,975.00
Reserve Balance:	\$81,257.82
Bonds outstanding - 9/30/2018	\$2,155,000
Less: November 1, 2018	(\$30,000)

Current Bonds Outstanding	\$2,125,000
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<b>Series 2017A-2 Capital Improvement Revenue Bonds</b>	
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Interest Rate:	5.00%
Maturity Date:	11/1/36
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$34,250.00
Reserve Balance:	\$34,812.50
Bonds outstanding - 9/30/2018	\$800,000
Less: November 1, 2018	(\$15,000)

Current Bonds Outstanding	\$785,000
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*B.*

**HERON ISLES COMMUNITY DEVELOPMENT DISTRICT****FISCAL YEAR 2019 ASSESSMENT RECEIPTS SUMMARY**

ASSESSED	# UNITS ASSESSED	SERIES 2017A1-2 DEBT SERVICE ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET REVENUE TAX ROLL	748	225,882.03	319,806.58	545,688.60
TOTAL NET ASSESSMENTS		225,882.03	319,806.58	545,688.60

SUMMARY OF TAX ROLL RECEIPTS				
NASSAU COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	DEBT SERVICE RECEIPTS	O&M RECEIPTS
1	11/07/18	2,349.39	972.51	1,376.88
2	11/26/18	28,686.10	11,874.31	16,811.79
3	12/07/18	477,143.00	197,508.30	279,634.70
4	12/20/18	16,993.32	7,034.21	9,959.11
5	01/09/18	5,141.13	2,128.12	3,013.01
6	02/07/19	5,668.20	2,346.29	3,321.91
7	03/08/19	3,966.03	1,641.70	2,324.33
8	04/12/19	6,522.17	2,699.78	3,822.39
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL TAX ROLL RECEIPTS		546,469.34	226,205.22	320,264.12

TOTAL DUE TAX ROLL RECEIPTS	(780.74)	(323.19)	(457.54)
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PERCENT COLLECTED	TOTAL	DEBT	O&M
% COLLECTED TAX ROLL	100.14%	100.14%	100.14%

*C.*



**HERON ISLES**  
**Community Development District**

Check Register Summary- General Fund

1/01/2019 - 3/31/2019

<i><b>Check Date</b></i>	<i><b>Check #'s</b></i>	<i><b>Total Amount</b></i>
1/1/19 - 1/31/19	1784-1795	\$21,196.41
2/4/19 - 2/28/19	1-10	\$11,195.93
3/1/19 -3/31/19	11-16	\$10,531.09

**Total**

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**\$42,923.43**

1/28/19	FPL Online Payment	\$7,746.43
2/5/19	JEA Online Payment	\$2,935.80
3/18/19	JEA Online Payment	\$4,448.90

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**\$15,131.13**



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
1/18/19	00058	1/18/19 484326	201901 310-51300-48000		*	247.60	
		NOT.OF MEETING 01/30/19		NEWS LEADER			247.60 001792
1/18/19	00106	1/17/19 1174	201901 310-51300-35110		*	1,750.00	
		WEB DESIGN/ADA COMPLIANCE		VGLOBAL TECH DBA NEWAGETUTORS LLC			1,750.00 001793
1/24/19	00013	1/16/19 01162019	201901 320-57200-43000		*	1,939.63	
		ELECTRIC-JAN19		FPL			1,939.63 001794
1/24/19	00107	11/20/18 1738	201811 320-57200-46000		*	6,000.00	
		REBUILD CONCRETE COLUMN		M&E MASONRY & SONS, INC.			6,000.00 001795
TOTAL FOR BANK A						21,196.41	

HIC -HERON ISLES - BPEREGRINO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/04/19	00013	1/16/19 01162019	201901 320-57200-43000	ELECTRIC-JAN19	*	17.28	
			FPL				17.28 000001
2/04/19	00006	1/31/19 105307	201812 310-51300-31500	GENERAL COUNSEL-DEC18	*	92.00	
			HOPPING GREEN & SAMS				92.00 000002
2/04/19	00082	1/01/19 4998	201901 320-57200-46200	LANDSCAPE MAINT-JAN19	*	5,071.00	
		1/11/19 5174	201901 320-57200-46250	IRRIG RPRS-JAN19	*	135.57	
			MARTEX SERVICES				5,206.57 000003
2/04/19	00108	1/29/19 3483	201901 310-51300-44000	RENT/STORAGE 10/13-01/19	*	640.00	
			M&A MC CRANIE & ASSOCIATES				640.00 000004
2/19/19	00045	2/06/19 1313	201901 320-57200-46600	JANITORIAL SERVICE	*	600.00	
		2/06/19 1313	201901 320-57200-46700	TRASH PICKUP	*	500.00	
		2/06/19 1313	201901 320-57200-46000	DEBRIS CLEANUP	*	120.00	
			ALL REPAIRS & MAINTENANCE				1,220.00 000005
2/19/19	00004	2/14/19 2014	201902 310-51300-44500	USE OF CONFERENCE ROOM	*	100.00	
			COMPASS GROUP, INC.				100.00 000006
2/22/19	00013	2/14/19 02142019	201902 320-57200-43000	ELECTRIC-FEB19	*	2,064.77	
			FPL				2,064.77 000007
2/22/19	00062	2/10/19 02102019	201902 320-57200-34000	MGMT FEE 02/10/19	*	750.00	
			LELAND MANAGEMENT INC				750.00 000008
2/22/19	00087	2/20/19 19205	201902 320-57200-46000	RPR MSG BOARD-BREEZEWAY	*	70.00	
		2/20/19 19205	201902 320-57200-46000	RPLC BATHROOM HANDLES	*	150.00	
		2/20/19 19205	201902 320-57200-46000	MOUNT 3 STUCCO CAPS	*	90.00	
			SG MAINTENANCE SERVICES INC				310.00 000009

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/27/19	00104	12/12/18 1940	201812 320-57200-49600		*	915.03	
		12/12/18 1940	201812 320-57200-49600	HOLIDAY DECOR FINAL PAYMT	*	119.72-	
			SALEX TAX EXEMPTION				
				ELITE CHRISTMAS LIGHTING			795.31 000010
3/06/19	00045	3/03/19 1378	201902 320-57200-46600		*	600.00	
				JANITORIAL SERVICE FEB19			
		3/03/19 1378	201902 320-57200-46700		*	500.00	
				TRASH PICKUP FEB19			
		3/03/19 1378	201902 320-57200-46000		*	120.00	
				DEBRIS CLEANUP FEB19			
				ALL REPAIRS & MAINTENANCE			1,220.00 000011
3/06/19	00003	2/12/19 6-459-03	201901 310-51300-42000		*	57.82	
				DELIVERY 01/31/19			
				FEDEX			57.82 000012
3/14/19	00014	2/01/19 178	201902 310-51300-34000		*	3,785.25	
				MANAGEMENT FEES-FEB19			
		2/01/19 178	201902 310-51300-35110		*	41.67	
				WEBISTE ADMIN-FEB19			
		2/01/19 178	201902 310-51300-35100		*	83.33	
				INFORMATION TECH-FEB19			
		2/01/19 178	201902 310-51300-31300		*	125.00	
				DISSEMINATION FEE-FEB19			
		2/01/19 178	201902 310-51300-51000		*	17.95	
				OFFICE SUPPLIES			
		2/01/19 178	201902 310-51300-42000		*	7.20	
				POSTAGE			
		2/01/19 178	201902 310-51300-42500		*	206.70	
				COPIES			
		3/01/19 179	201903 310-51300-34000		*	3,785.25	
				MANAGEMENT FEES-MAR19			
		3/01/19 179	201903 310-51300-35110		*	41.67	
				WEBSITE ADMIN-MAR19			
		3/01/19 179	201903 310-51300-35100		*	83.33	
				COMPUTER SERVICE-MAR19			
		3/01/19 179	201903 310-51300-31300		*	125.00	
				DISSEMINATION FEE-MAR19			
		3/01/19 179	201903 310-51300-51000		*	5.98	
				OFFICE SUPPLIES			
		3/01/19 179	201903 310-51300-42500		*	38.40	
				COPIES/PRINTS			
				GOVERNMENTAL MANAGEMENT SERVICES			8,346.73 000013
				HIC -HERON ISLES - BPEREGRINO			

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/14/19	00006	2/28/19 105918	201901 310-51300-31500	STRMWTR PERMIT/PROP.CONVY	*	633.50	
				HOPPING GREEN & SAMS			633.50 000014
3/20/19	00003	2/26/19 6-472-53	201902 310-51300-42000	DELIVERY 02/15/19	*	25.44	
				FEDEX			25.44 000015
3/20/19	00058	3/14/19 495311	201903 310-51300-48000	NOT.SPECIAL MTG 03/27/19	*	247.60	
				NEWS LEADER			247.60 000016
TOTAL FOR BANK B						21,727.02	
TOTAL FOR REGISTER						42,923.43	

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