

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.
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**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.

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 form 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.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman