

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 Tuesday, May 17, 2022 at 5:00 p.m. at Florida State College at Jacksonville, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida 32097.

Present and constituting a quorum were:

Greg Watson	Chairman
Kathy Blessing	Vice Chairperson
Robert Martyn	Supervisor
Nicole Reams	Supervisor
Wendy Emanuelson	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel (by phone)
Mike Yuro	District Engineer (by phone)
Cheryl Graham	Field Operations Manager
Jake Whealdon	KE Law Group

The following is a summary of the discussion and actions taken at the May 17, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 5:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the February 15, 2022 Meeting**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

Copies of the minutes and financial documents were enclosed in the agenda package for the Board's review. The check register totals \$61,868.66.

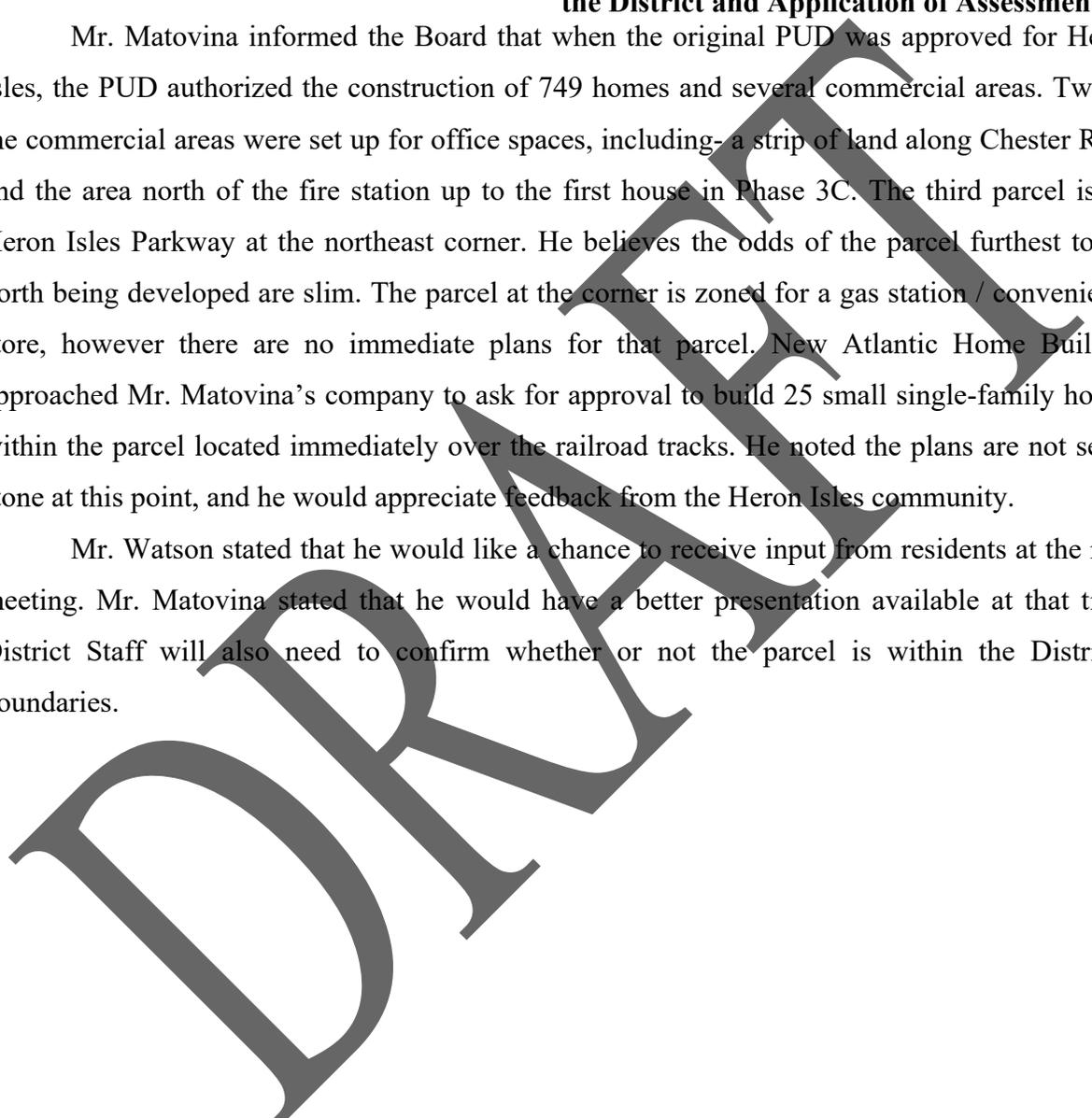
On MOTION by Ms. Reams seconded by Mr. Martyn with all in favor the consent agenda was approved.

FOURTH ORDER OF BUSINESS

Discussion of Developable Property within the District and Application of Assessment

Mr. Matovina informed the Board that when the original PUD was approved for Heron Isles, the PUD authorized the construction of 749 homes and several commercial areas. Two of the commercial areas were set up for office spaces, including- a strip of land along Chester Road and the area north of the fire station up to the first house in Phase 3C. The third parcel is off Heron Isles Parkway at the northeast corner. He believes the odds of the parcel furthest to the north being developed are slim. The parcel at the corner is zoned for a gas station / convenience store, however there are no immediate plans for that parcel. New Atlantic Home Builders approached Mr. Matovina’s company to ask for approval to build 25 small single-family homes within the parcel located immediately over the railroad tracks. He noted the plans are not set in stone at this point, and he would appreciate feedback from the Heron Isles community.

Mr. Watson stated that he would like a chance to receive input from residents at the next meeting. Mr. Matovina stated that he would have a better presentation available at that time. District Staff will also need to confirm whether or not the parcel is within the District’s boundaries.



FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2022-06,
Approving the Proposed Budget for Fiscal
Year 2023 and Setting a Public Hearing Date**

Mr. Laughlin noted the public hearing would be scheduled for August 16, 2022 to coincide with the regular board meeting date. There is no increase in assessments proposed in the overall budget, although Mr. Laughlin did review a few line items that include increases, such as the management fee, insurance premium, electric, landscape and irrigation maintenance, facility management. Mr. Laughlin also pointed out an extra \$10,000 was added to the facility repairs line item, and the capital reserve contribution was increased due to the savings in water expenses with the installation of the irrigation wells. The resolution includes a declaration of assessments in the event that an assessment hearing is needed for the potentially developed property as described by Mr. Matovina.

On MOTION by Mr. Watson seconded by Ms. Blessing with all in favor Resolution 2022-06, approving the proposed budget for Fiscal Year 2023 and Setting a Public Hearing for August 16, 2022 at 5:00 p.m. was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2022-07,
Adopting Amended Prompt Payment Policies**

Mr. Whealdon informed the Board during the last legislative session an increase in the interest rate for late payments from 1% to 2% was approved. This resolution reflects that update.

On MOTION by Mr. Martyn seconded by Mr. Watson with all in favor Resolution 2022-07, adopting amended prompt payment policies was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Amendment to District
Management Services Agreement with GMS,
LLC**

Mr. Whealdon informed the Board the purpose of the amendment to the GMS agreement is to update the address in which notices would be sent to for District Counsel, to update the indemnification language and the insurance requirements, to add a financial services disclaimer, to add public records language, and to add E-Verify language to reflect recent legislative changes.

On MOTION by Mr. Watson seconded by Ms. Emanuelson with all in favor the amendment to the agreement with Governmental Management Services, LLC for district management services was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-08, Authorizing a Change in Registered Agent

Mr. Laughlin informed the Board the purpose of this resolution is to change the designated registered agent to himself. The registered office will be the office of GMS.

On MOTION by Mr. Martyn seconded by Ms. Blessing with all in favor Resolution 2022-08, authorizing a change in registered agent was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

District Counsel had nothing to report.

Ms. Blessing asked for an update on the agreement for the installation of the vending machines at the bathrooms. Mr. Laughlin responded that the gentleman responsible for the vending machines has received the agreement and it will be provided to the Board for review.

Mr. Watson informed the Board and staff that the fence along Heron Isles Parkway has been mostly repaired.

B. District Engineer – Update on Stormwater Needs Analysis Report

Mr. Yuro informed the Board that the stormwater needs analysis report is substantially complete and has been sent to the District Manager for review. The parcels discussed previously in the meeting will need to be reviewed to determine whether they need to be removed from the map Mr. Yuro has attached to the report.

Mr. Yuro also stated that he has been asked to review areas in which there are depressions surrounding curbing, generally around inlets. It is his guess that the cause is likely that the underdrains are not capped. There are a couple that he is not concerned with at this time, and those are located at 96493 and 96534 Starfish. His recommendation is to continue to monitor those areas. However, Mr. Yuro does recommend investigation and repair of numerous other

areas, including at 96537, 96027, and 96376 Starfish Lane. Ms. Graham noted those areas were in her report and All Weather has already been approved to investigate the area at 96534 Starfish. Mr. Watson asked that a bid be obtained from All Weather for the other areas as well.

C. District Manager – Report on the Number of Registered Voters (1,340)

Mr. Laughlin informed the Board there are 1,340 registered voters reported to be residing within the District’s boundaries.

D. Field Operations Manager

1. Report

Ms. Graham gave an overview of her report, a copy of which was included in the agenda package.

Ms. Graham asked for approval of a proposal from All Weather Contractors totaling \$14,098 to repair a cracked sections of sidewalk from Heron Isles Parkway to Commodore Point. Ms. Blessing asked if a warranty is included. Ms. Graham will ask about the warranty. Ms. Graham will also ask if All Weather will reduce the cost of the mailbox parking area if multiple jobs are approved, at the request of the Board. If All Weather will not come down on the price for the mailbox parking pad, A Plus Concrete will be offered the job.

On MOTION by Mr. Watson seconded by Ms. Emanuelson with all in favor the proposals for sidewalk repairs totaling \$14,890, and the proposal for the mailbox parking pad from All Weather Contractors were approved, subject to All Weather reducing the rate of the mailbox parking pad to \$3,500. If All Weather will not reduce the rate, A Plus Concrete will be awarded the project.

Mr. Watson asked for the status of the mailbox kiosk cover construction. Ms. Emanuelson responded that it should be completed by the end of the month.

**TENTH ORDER OF BUSINESS
Supervisor Requests**

Supervisor Requests and Public Comment

Mr. Watson stated that he’s noticed cars parked at the playground at late hours, and it’s been brought to his attention that items have been found on the ground in the area. He asked that a sign be posted that the playground is closed after dark. Ms. Gentry provided a few options,

including adopting hours for the park as part of the District's policies, posting a sign saying no loitering or alerting the Sheriff's department to the suspicious activity and request they monitor the area.

On MOTION by Mr. Watson seconded by Ms. Emanuelson with all in favor adopting a policy to set hours for the park from dawn to dusk and purchasing signage to post those hours at an amount not to exceed \$300 was approved.

Ms. Gentry noted the policy would be brought back in written form to the next meeting for ratification.

Mr. Watson asked for two signs, one prohibiting overnight parking, and one providing the hours for the park.

Public Comments

Mr. John Patrick, Breezeway Court, stated that the entrance is a mess and is not lit well. Mr. Watson informed him that plants were installed the day of the meeting and offered to discuss where Mr. Patrick would like to see lights installed. Mr. Laughlin stated that he would look into streetlighting options.

Mr. Danielson expressed concern to the Board that someone cut their leg jumping over the community fence at the end of Albatross due to numerous nails sticking out of a fence. Mr. Watson directed staff to remove the nails and repair the fence.

Mr. Danielson also asked about the state of the columns. Mr. Watson assured him it would be repaired.

Mr. Danielson mentioned the lack of mowing for close to a month. Mr. Laughlin stated that the landscape maintenance will be monitored closely, and a deficiency letter could be sent if there is no improvement. Mr. Watson stated that Ms. Graham will be soliciting bids for landscaping.

Mr. Danielson also asked for clarification on the purpose of the facility repairs line item in the budget. Mr. Laughlin stated that it is for the park.

A resident asked if the roses could be cut off the fire hydrant on Graylon and Heron Isles Parkway.

The resident also asked if the no overnight parking rule would apply to both residents and non-residents. Mr. Watson responded yes. The resident then asked what would happen with the woman who shoots fireworks after dark to commemorate her son’s birthday. Mr. Watson responded that she could put it in a request to the CDD. Another resident suggesting installing lights to deter any suspicious activity.

A resident stated that right in front of the Hotwire internet building, someone pulled off the road, which created divots in the grass two months ago and it still has not been fixed. Ms. Graham stated that Martex will fill it in.

Mr. Isaiah Douglas spoke to the cracking sidewalks, stating that he felt the concrete vendors were mixing too much water into the concrete mix.

Ms. Jan Hoffman asked if the Spanish moss can be removed from the trees and also asked for more trash cans to be installed around the community. She suggested allowing the kids in the community to paint the trash cans to encourage more use. She also asked that the turn lane lines be repainted. Lastly, she suggested installation of speed bumps. Mr. Watson clarified that the community cannot make any improvements to Heron Isles Parkway as it is the County’s roadway, and also noted that the County has been notified of the speeding issues. Mr. Laughlin suggested reaching out to Commissioner Bell on any issues in which the County is involved.

Mr. Watson asked that residents utilize the District’s website, www.HeronIslesCDD.com, which contains the contact information for staff, and the Board members and can be used to report any issues in the community.

A resident mentioned parking issues on the streets. The Board informed him that is an HOA issue.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – August 16, 2022 at 5:00 p.m. at Florida State College of Jacksonville, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Watson seconded by Mr. Martyn with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT