

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, November 15, 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
Robert Martyn	Supervisor
Nicole Reams	Supervisor
Wendy Emanuelson	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Mike Yuro	District Engineer (by phone)
Cheryl Graham	Field Operations Manager

The following is a summary of the discussion and actions taken at the November 15, 2022 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 5:07 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 August 16, 2022 Meeting**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

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Copies of the minutes and financial documents were enclosed in the agenda package for the Board’s review. Mr. Laughlin noted the check register totals \$121,218.58 and approximately \$55,000 of that total is a transfer of surplus funds to the capital reserve account.

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

**FOURTH ORDER OF BUSINESS**

**Ratification of Agreement with BrightView Landscape Services, Inc. for Landscape and Irrigation Maintenance Services**

Mr. Laughlin noted BrightView was selected as the landscape contractor at a previous meeting and the agreement has been signed.

On MOTION by Mr. Watson seconded by Mr. Martyn with all in favor the agreement with BrightView Landscape Services, Inc. was ratified.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

Mr. Laughlin informed the Board the election results will take effect prior to the next meeting, so there will be a resolution designating officers added to the next agenda.

**D. Field Operations Manager - Report**

Ms. Graham gave an overview of her report, a copy of which was included in the agenda package. She informed the Board there have been some issues in the restroom facilities, including a broken door handle and latch for a stall.

Ms. Emanuelson asked Ms. Graham to check on how often the janitorial crew is working on property.

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A resident informed Ms. Graham there is a portion of sidewalk on Commodore near Oak Creek that was missed when new concrete was poured. Ms. Graham stated that she would get with the contractor.

Mr. Watson asked how long it will be until a hole on Heron Isles Parkway will be fixed. Ms. Graham stated that she would get with Jesse to ask about it.

Mr. Laughlin informed the Board that he spoke to the gentleman who is supposed to install a vending machine on property, and he indicated he has been out of town frequently causing a delay in the installation. He also noted the machine would need to be bolted down.

The Board discussed purchasing additional security cameras and made the following motion.

On MOTION by Mr. Watson seconded by Ms. Emanuelson with all in favor purchasing additional security cameras at an amount not to exceed \$2,000 was approved.

*Supervisor Reams joined the meeting at this time.*

Ms. Emanuelson asked if something can be done to make the storage room door easier to open.

**SIXTH ORDER OF BUSINESS  
Supervisor Requests**

**Supervisor Requests and Public Comment**

There being none, the next item followed.

**Public Comments**

A resident asked if there are new board members coming on. Mr. Laughlin responded no.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – February 21, 2023  
at 5:00 p.m. at Florida State College of  
Jacksonville, Nassau Center, 76346 William  
Burgess Boulevard, Yulee, Florida**

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:

*Daniel Laughlin*

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Secretary/Assistant Secretary

DocuSigned by:

*Greg Watson*

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Chairman/Vice Chairman