

MINUTES OF MEETING
HERITAGE PARK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Heritage Park Community Development District was held on Thursday, May 16, 2019 at 1:00 p.m. at the Heritage Park Amenity Center, 225 Hefferon Drive, St. Augustine, Florida 32084.

Present and constituting a quorum were:

Ken Kinnecom	Chairman
Robert Curran	Vice Chairman
Mark Masley	Supervisor
Joanne Wharton	Supervisor
Thomas Ferry	Supervisor

Also present were:

Jim Oliver	District Manager
Carl Eldred	District Counsel <i>(by phone)</i>
Jenny Urcan	District Engineer <i>(by phone)</i>
Brian Stephens	Riverside Management
Candy Radford-Baxter	HOA-Onsite Administrator
Residents	

The following is a summary of the actions taken at the May 16, 2019 meeting. A copy of the proceedings can be obtained by contacting the District Manager. Due to a technical issue with the audio, the beginning of the meeting was based on District Manager notes.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 1:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comment

No members of the public were present.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the March 21,
2019 Meeting**

A correction was noted on Page 2.

On MOTION by Mr. Kinnecom seconded by Mr. Masley with all in favor the Minutes of the March 21, 2019 meeting as amended were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-02 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing Date for Adoption

Mr. Oliver presented Resolution 2019-02, approving the Proposed Budget, which must be approved by June 15, according to the Florida Statutes and setting a public hearing 60 days later on July 18, 2019. There were no changes in assessments from the prior year's budget.

On MOTION by Mr. Kinnecom seconded by Ms. Wharton, with all in favor, Resolution 2019-02 Approving the Proposed Budget for Fiscal Year 2020 and Setting the Public Hearing for July 18, 2019 at 1:00 p.m., at this location was adopted.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

**The Recording Commenced*

Mr. Eldred reported the proposed legislation impacting CDDs from the recent legislature session. Many public records laws were passed and he would provide an update either in July or August once the Governor takes action. House Bill (HB) 7021 would allow Board Members to file their Financial Disclosure Forms electronically; however, it does not take effect until 2023. Senate Bill (SB) 7014 would require each District to establish and maintain internal controls to detect fraud and wasted abuse. Mr. Eldred would be working with the District Manager to identify any changes and would update the Board. The Electronic Notice Bill did not pass, but it was anticipated to return next year.

B. Engineer

Ms. Urcan sent the maps that Mr. Kinnecom requested and he should receive them tomorrow.

C. Manager – Report on the Number of Registered Voters (1,328)

Mr. Oliver reported that the number of registered voters according to the St. Johns County Supervisor of Elections was 1,328 as of April 22, 2019.

D. Operations Manager - Report

Mr. Stephens presented the Operations Manager Report, which was in the agenda package. Ms. Wharton questioned the problem with the fountains in Ponds 700 and 1800. Mr. Stephens stated the fountain in Pond 1800 had a timer issue and Pond 700 had a motor problem. Ms. Wharton recalled the motor in Pond 700 was replaced last year. Mr. Stephens stated the motor was replaced in the Hefferon Drive pond, but not in Pond 700 for several years.

SIXTH ORDER OF BUSINESS**Audience Comments**

A Resident asked if the repainting of crosswalks and fire lanes on E. Red House Branch Road was within the scope of the CDD. Mr. Kinnecom would investigate. Mr. Stephens was told by the county that Heritage Park was not a priority and Staff was in the process of repainting all curbs in Heritage Park and at some point, the crosswalks would be re-painted. Mr. Kinnecom noted the painting of sidewalks were not a CDD responsibility, hydrants should be painted yellow to deter parking and all roads in Heritage Park were public roads with the exception of the circle in The Villas. The Board could not force the county to do what they were supposed to do.

The Resident questioned whether perennial flowers could be planted. Mr. Stephens stated the majority of CDD ponds did not have irrigation and adding irrigation would be costly. Ms. Wharton stated the landscaping was mowed and trimmed consistently to deter snakes and irrigation was replaced at the intersection of Woodlawn Road and E. Red House Branch Road in the rounded area. Mr. Kinnecom noted the beautification of flowers and plants were not within the scope of the CDD. Ms. Wharton suggested planting flowers in existing beds.

SEVENTH ORDER OF BUSINESS**Supervisors Requests**

Ms. Wharton was displeased with the trimming and edging along the white fence that was power washed two years ago. Grass was high and the area was unsightly. It should have a clean look. The fence did not need power washing this year as there was a small amount of

mold. Mr. Kinnecom asked Mr. Stephens to follow up with this area as well as the area by 791 and 787, which was overgrown. There was re-growth with the Chinese Tallow trees.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures

Mr. Oliver presented the Unaudited Financial Statements through April 30, 2019. Seven months into the fiscal year, there were positive variances in the expenditures.

B. Assessment Receipt Schedule

Mr. Oliver reported assessments were 99% collected. Remaining assessments would be collected through tax certificate sales.

C. Approval of Check Register

Mr. Oliver presented the Check Register from March 13, 2019 to May 10, 2019 in the amount of \$20,787.71. Mr. Kinnecom noted Tom Ferry was present at the March 21, 2019 meeting. Mr. Oliver would confirm.

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

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – July 18, 2019 at 1:00 p.m.

Mr. Oliver stated the next scheduled meeting was on July 18, 2019 at 1:00 p.m. at this location, which would be the public hearing on the budget.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Ferry seconded by Mr. Masley with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman