
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**HERITAGE ISLE AT VIERA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Heritage Isle at Viera Community Development District was held on **Tuesday, May 17, 2016 at 10:30 a.m.** at the Brevard County Government Center, located at 2725 Judge Fran Jamieson Way, Building C, Viera, FL 32940.

Present and constituting a quorum:

Jay Williams	Board Supervisor, Chairman
Roger Teurfs	Board Supervisor, Vice Chairman
Kenneth Bonin	Board Supervisor, Assistant Secretary
William Robart	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Grant Phillips	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.
Ana Saunders	District Engineer, BSE Consultants
Tony Romano	Tropic-Care
Richard Brooks	Supervisor Candidate
William (Bill) Gieseler	Supervisor Candidate (<i>joined the Board after being sworn in</i>)
Anita Rigsbee	Supervisor Candidate
Jon Smallegan	Supervisor Candidate
Susan Zahler	Supervisor Candidate
General Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Jeancola called the meeting to order and called the roll confirming a quorum. He also read into the record the names of the present candidates for the seat 3 vacancy

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments on agenda items put forward.

THIRD ORDER OF BUSINESS

Review of Candidate Resumes

Mr. Jeancola stated that the Board has been provided with the cover sheets and resumes from interested candidates for seat number 3, which runs from November 2014 to November 2018. Mr. Earlywine reviewed the legal requirements to serve on the Board.

Individual candidates spoke on their own behalf and responded to Board questions. Mr. Jeancola stated that Ms. Glorioso and Mr. Simmons had informed him that they were out of town for this meeting and reviewed the highlights of their resumes. Upon satisfactory presentation of the candidates, the Board ranked and selected Richard Brooks and Bill Geisler as the final two candidates for consideration of appointment to the Board. Mr. Williams encouraged those submitting resumes and not appointed to the vacant seat today, to consider running for seats 4 and 5 that are up for re-election in November. Following the second round of ranking, Mr. Jeancola announced that the Board had a split decision and a brief discussion ensued. Mr. Brooks and Mr. Geisler again addressed the Board relative to their desire to serve on the Board.

On Motion by Mr. Williams, seconded by Mr. Teurfs, with all in favor, the Board of Supervisors appointed William (Bill) Geisler as Board Supervisor, filling seat 3, for Heritage Isle at Viera Community Development District.

Mr. Jeancola, a notary in the state of Florida, administered the oath of office to Mr. Geisler, who swore and affirmed to the oath as read into the record. Mr. Jeancola reviewed the pay compensation policy and Mr. Geisler indicated that he would accept the compensation.

Mr. Jeancola reviewed the Supervisor packet that he supplied to Mr. Geisler, highlighting the forms that need to be completed on an annual basis. Mr. Earlywine reviewed the Florida Sunshine Laws, public records laws, and ethics laws governing Board Supervisors.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held March 21, 2016

Mr. Bonin questioned the statement that he voted against moving forward with the repairs to the phase 8 infrastructure and Mr. Jeancola stated that he review the audio of the meeting and make any necessary corrections to the minutes.

On Motion by Mr. Williams, seconded by Mr. Teurfs, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular Meeting held March 21, 2016 pending review of the audio file relative to the vote taken on the phase 8 infrastructure repairs for Heritage Isle at Viera Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for March 2016

Staff responded to questions regarding the billing processing and whether District Engineer bills on an hourly basis or some other format.

On Motion by Mr. Robart, seconded by Mr. Bonin, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for March 2016 in the amount of \$34,926.35 for Heritage Isle at Viera Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine updated the Board regarding recent discussions between the Developer, Chairman, and HOA relative to the conveyance of Phases one through eight and the acceptance of Plats E and F, noting that Plat E has already been recorded. He stated that he would be providing a resolution for Board approval at the next meeting addressing the final plat.

With respect to Phases 7 and 8, Ms. Saunders said that Lennar had been asked to either reimburse the District for the repairs of the items rated between two and five in advance of the repairs being made, or to complete the repairs and then pay for her to complete a follow-up inspection. The Board asked that they be provided with an updated exhibit for tracts E and F reflecting the lot changes. Ms. Saunders confirmed that the developer's plans do show plans to connect the sidewalks. Mr. Gieseler asked that he be provided with prior memos regarding the conveyance of the property.

Mr. Earlywine informed the Board that once the Phase 7 and 8 conveyances have been finalized there will be sufficient landscaping to bring the contract above the bid threshold and therefore it will be necessary to go out to bid for those services. A brief discussion ensued regarding timing and trying to coordinate the process with the HOA. Mr. Jeancola stated that he would work with the Chairman and Rizzetta's field services management staff to prepare a bid package for review at the August meeting.

B. District Engineer

Ms. Saunders updated the Board regarding discussions with Lennar on the pump and irrigation system, noting that the dewatering of the ponds along Wickham Road to allow for the installation of pipes has been completed and the water levels are starting to come back up. She stated that it will take some time for them to reach normal levels and will depend at least in part on the amount of rainfall we get during the rainy season.

A brief discussion was held regarding a request that has been made to Lennar regarding cutting down risers that are sticking up in the turf and causing damage to the mowers. It was stated that it might get down sooner if the Board authorized Staff to have the work done. The Board authorized a not-to-exceed amount of \$500 for the project. Discussion was also held regarding the cost to repair four bridges.

Ms. Saunders stated that she would be submitting a proposal for the final inspections of

phases E and F at the August meeting.

C. District Manager

Mr. Jeancola announced that as of April 15, 2016 there were 2,249 registered voters residing within the District, explaining that Statutes require that this number be announced annually and that it plays a role in determining the District's election process. He stated that this year, as in recent years, the District will be utilizing the general election process. Currently seats four and five are up for re-election and in 2018 seats one, two and three will be up. He reviewed the steps that need to be taken to qualify as a candidate and encouraged anyone interested to contact the local Supervisor of Elections office for additional information and forms.

Mr. Jeancola informed the Board that Staff was on site recently to complete an inspection, and an updated inspection report would be subsequently distributed to the Board. A brief discussion ensued.

D. Tropic-Care

Mr. Romano stated that most of the findings from the inspection have been addressed and he is still having difficulty getting Lennar to address the stressed trees in phase 7 and additional soil needed in some of the beds. Ms. Saunders stated that Lennar has indicated that they would be on site this week to look into these matters.

Mr. Romano informed the Board of a potential resident request for hedges to be installed along the sidewalk in phase 7. The Board indicated that this would not be a CDD issue.

Discussion was also held regarding a small pond in phase 8 that may need to be graded, the drainage work scheduled to be completed along Legacy Boulevard, and the hedge trimming that was approved in March. Mr. Romano will advise management if there is a need to close the sidewalks to complete the drainage work so that residents can be notified and indicated that he would move forward with the hedge trimming project.

SEVENTH ORDER OF BUSINESS

**Presentation of Fiscal Year 2016/2017
Proposed Budget**

Mr. Jeancola spoke regarding the proposed budget for fiscal year 2016/2017, explaining that even though the budget is remaining at the same dollar amount, assessments levels will be increasing due to a reduction in the number of units planned in phases E and F. He stated that residents will need to be notified in writing of the potential increase. Mr. Jeancola explained that the Board has two options to consider should it desire to retain assessment levels at their current level. They can either reduce costs, which he would not recommend based on the additional services that may need to be covered due to new development or it can utilize excess funds from prior year savings. Mr. Jeancola stated that based on current spending trends there should be approximately \$65,000 available at the end of the fiscal year, but it will take \$71,385 to offset the increase and maintain the assessments at their current level. A brief discussion ensued regarding the amount of funds in the general and reserve accounts and potential uses for the reserve funds.

Mr. Williams made a motion that was seconded by Mr. Teurfs to move \$175,000 from the

general fund to the reserve account. Audience comments were entertained on the topic and general discussion ensued regarding the possibility of having a reserve study completed to review replacement costs and estimate the life spans of equipment, etc. to base reserve budgeting figures on. It was noted that the Board does not have to establish specific uses for the reserve funds, but can utilize them as needed upon Board approval. Mr. Williams amended his motion to \$100,000.

On Motion by Mr. Williams, seconded by Mr. Bonin, with all in favor, the Board of Supervisor directed Management to move \$100,000 for the general fund to the reserve account (inter fund transfer) to ensure that funding was available for future pump and or bridge replacements for Heritage Isle at Viera Community Development District.

The Board discussed the pros and cons of reducing the budget and/or using carry forward funds to offset the increase. It was stated that the reason for the increase is solely due to resizing the project that resulted in a reduction in the number of units. Concern was expressed that cutting costs and/or using the carry forward funds could potentially lead to a greater increase next year. The Board indicated that it would prefer to approve the proposed budget with the increase and asked that the notice to residents include a statement explaining the reason for the increase.

Mr. Earlywine explained that today is the first step in a two part budget process, that will conclude with a public hearing in August where the general audience can provide comments prior to the Board taking any action on the budget. Mr. Jeancola recommended that the Board set the public hearing for August 29, 2016 or the next regularly scheduled meeting.

On Motion by Mr. Teurfs, seconded by Mr. Robart, with all in favor, the Board of Supervisors approved Resolution 2016-04, approving the Fiscal Year 2016/2017 proposed budget totaling \$688,112 and setting the public hearing on the final budget for August 29, 2016 at 10:30 a.m. at Brevard County Government Center, located at 2725 Judge Fran Jamieson Way, Building C, Viera, FL 32940 for Heritage Isle at Viera Community Development District.

EIGHTH ORDER OF BUSINESS

**Discussion of Fiscal Year 2014/2015
Financial Audit**

Mr. Jeancola stated that one of the requirements of the District is to submit an annual financial audit to the State by June 30th of each year. He asked that, given that the Board does not meet again until after the deadline, the Chairman be authorized to review and accept the audit on behalf of the District, so that it can be submitted in a timely manner. He stated that it would be brought back to the Board for ratification.

On Motion by Mr. Teurfs, seconded by Mr. Robart, with all in favor, the Board of Supervisors authorized the Chairman to review and accept the 2015 Financial Audit for Heritage Isle at Viera Community Development District.

NINTH ORDER OF BUSINESS

Audience Comments and Supervisor

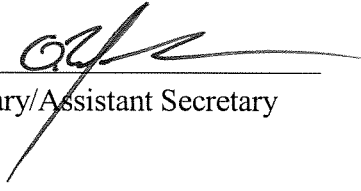
Requests

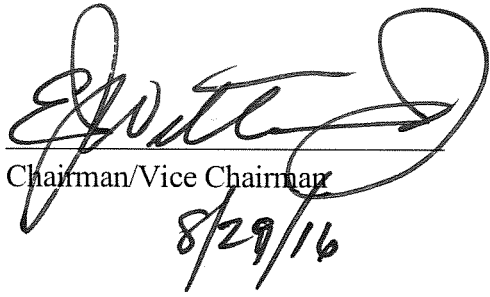
Staff responded to audience concerns with the condition of the sod, lack of hedges, and the need for an inspection to occur before the District accepts phases 7 and 8. It was noted that there is a discrepancy between the way sections of Legacy Boulevard look, in terms of landscaping and park benches. A Resident mentioned that an inspection of the park in phase 4 is needed. Mr. Romano was asked to look at the area and determine what needs to be done for future CDD action and provide an estimate to install annuals along the north end of Legacy Boulevard.

TENTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Williams, seconded by Mr. Bonin, with all in favor, the Board of Supervisors adjourned the meeting at 1:03 p.m. for Heritage Isle at Viera Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman

8/29/16