

**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, December 12, 2017 at 10:33 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	<b>Board Supervisor, Chairman</b>
Roger Teurfs	<b>Board Supervisor, Vice Chairman</b>
Kenneth Bonin	<b>Board Supervisor, Assistant Secretary</b>
William Rex Gieseler	<b>Board Supervisor, Assistant Secretary</b>
Bob Goldstein	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Anthony Jeancola	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Ana Saunders	<b>District Engineer, BSE Consultants</b>
Jere Earlywine	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Tony Romano	<b>Tropic-Care</b>
General Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Williams called the meeting to order and called the roll while Mr. Jeancola confirmed a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Mr. Noble Cook commented on the Phase 4 park landscaping in the northwest corner. He contacted Ms. Carol Reed in June 2017. Ms. Reed sent an e-mail to Mr. Jeancola who in turn contacted Mr. Cook. Mr. Jeancola requested specific information in order to pass on to the field services manager (Mr. Scott Green). Mr. Cook requested that he be contacted in order to speak with Mr. Green and accompany him on the inspection. Mr. Cook states that there hasn't been any improvement in the last 6 months. Mr. Jeancola responded that this issue will be discussed under staff reports/landscaping section regarding fund allocation as it pertains to the refinancing. There are certain infrastructures in which the District would like to utilize the funds for expenditures such as irrigation pumps, fountains, and landscape and entryway enhancements.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Special Meeting held on  
October 24, 2017**

Mr. Williams reviewed the minutes with the Board of Supervisors.

On Motion by Mr. Teurfs seconded by Mr. Goldstein, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Special Meeting held October 24, 2017, for Heritage Isle at Viera Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for September  
and October 2017**

Mr. Williams reviewed the amount for the Operation and Maintenance Expenditures for September and October 2017 with the Board. Mr. Jeancola noted that the September 2017 expenditures were a bit higher due to it being the last month of the 2016/2017 fiscal year.

Mr. Bonin inquired if the insurance expenditure included a total cost. Mr. Jeancola stated that the District pays its insurance in a lump sum as opposed to financing. Brief discussion ensued.

On Motion by Mr. Teurfs, seconded by Mr. Gieseler, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for September 2017 in the amount of \$82,133.44 and October 2017 in the amount of \$56,762.56, for Heritage Isle at Viera Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Earlywine updated the Board regarding the request made to the HOA to consider an amendment to add the District's ownership map for Phases 7 and 8 to their declarations. This was being considered at yesterday's HOA meeting and will follow up with the Association's Counsel as to whether this was approved.

He updated the Board regarding a question that was raised at the last meeting in reference to who was responsible for the yard drains. It was confirmed that the homeowners are responsible for their own yard drains. Mr. Teurfs indicated that there is a yard drain that is causing water to overflow onto the sidewalk and resulting in mold. He asked if the homeowner is responsible for the damage that has been caused. Mr. Earlywine stated that they are responsible and recommended sending a letter asking the homeowner to address the issue. He also recommended that Ms. Saunders notate those items while performing her periodic inspections. Discussion ensued regarding the location of the yard drains.

Mr. Goldstein inquired about sidewalk responsibility. The CDD typically oversees the sidewalks and the HOA oversees the aprons.

Mr. Bonin commented the silt build-up on the sidewalks. He stated that changing the drainage will hopefully take care of the issue. He indicated that there is a problem with the sod not allowing the water to flow. Mr. Jeancola stated that he had a conversation with the pressure washing vendor who observed areas of concern where the sod has matured. Ms. Saunders stated this is not just about moving drains; it also entails moving a panel of the sidewalk. This does not solve the standing water issue. Discussion ensued.

Mr. Bonin asked Mr. Earlywine about correspondence regarding the responsibility of the maintenance for the homeowners' irrigation systems. Mr. Earlywine stated that the HOA had requested that the District enter into some type of agreement to clarify this issue. He will have a follow up call with the Association's Counsel regarding this along with a few other items.

**B. District Engineer**

Ms. Saunders discussed the bridge prioritization with the Board. The original proposal included all of the bridges and cost \$65,000.00. The vendor felt that the bridges between Phases 5 & 8 and Phases 6 & 7 were a priority. They have 2x10 stringers while the other bridges have 3x12 which hold up better. The total cost to replace the decking on the two bridges is \$26,000.00 (\$13,000.00 for the bridges in between Phases 5 & 8 and Phases 6 & 7). A proposal for this work will be included in the next agenda.

She stated that the infrastructure repair work is 85-90% done and should be complete within the next two weeks.

General discussion ensued regarding the bridge replacement decking.

Mr. Teurfs inquired if the replacement decking would be stained and if they would seal the existing wood. Ms. Saunders stated that the vendor quoted a radius marine wood decking. She will inquire further.

Mr. Goldstein asked if the bridges endured a structural problem or just normal wear and tear. Ms. Saunders responded that it was wear and tear. He also asked if multiple bids were requested. Ms. Saunders confirmed that only one firm responded. She stated that many of the other dock builders are so busy from the recent hurricanes and are not interested.

Mr. Gieseler would like more information on the bridge materials. Ms. Saunders will obtain more information regarding: the marine grade wood/handrails and whether they will be stained or not; and matching decking options. Discussion ensued.

The fence at the front entrance has been installed. Mr. William's indicated that individual's will be responsible in repairing and replacing any damaged fencing if at fault.

Mr. Teurfs asked Ms. Saunders if she addressed the issue regarding the vendor who had his equipment damaged by a golf cart. She said that the vendor was appreciative of the Board's support and that he has not had any encounters with the individual since then.

Mr. Gieseler inquired if the golf gate is the District's responsibility or Duran's. Ms. Saunders will look into this further and update the Board. Mr. Gieseler's concern is that if the gate is still open, that means that it has been for months and causes a safety issue. Brief discussion ensued.

C. District Manager

Mr. Jeancola updated the Board regarding the infrastructure repairs. The monuments will be painted around January 8<sup>th</sup> when the vendor returns to the community to continue some house painting. The entry fountains will be repaired and replaced by the end of January. If Hoover will be able to start the irrigation pump installation as early as December 18<sup>th</sup>. This will be further discussed under Tab 4 – Update: Irrigation Pump – Hoover Pumping Systems.

*The following agenda items were taken out of order - Update Regarding Irrigation Pump – Hoover Pumping Systems and Consideration of Electrical Proposal – Complete Electric, Inc.*

The Board reviewed the proposal received from Complete Electric in the amount of \$18,900.00.

Mr. Jeancola reminded the Board is in the process of approving a new pump station to mirror the existing one. The cost would amount to about \$150,000.00. In prior meetings and conversations, it was determined that there is an electrical component. In addition, there may also be some minor concrete work and landscape related work associated. A twenty percent contingency was built in for this additional work. FPL has finally responded to the electrician with the information needed to proceed. Hoover did reach out to two other electrical vendors. A proposal was received from Complete Electric and is included in the agenda. Hoover had some concerns with the other vendor regarding scheduling and availability. They are however coming in at about the same price as Complete Electric which provided a proposal in the amount of \$18,900.00. The reason why the electrical component was not included as part of the original proposal is because the existing electrical infrastructure is undersized for what is needed for the new pump. There is a possibility that a certain conduit may need to be upgraded or changed. Hoover has indicated that FPL may have understated the size and therefore may save the District some money. Mr. Jeancola is awaiting confirmation from Nathan at Hoover. Tropic Care will need to remove some fencing and hedges for the installation of the new system.

Mr. Bonin inquired about the electrical service upgrade referred to in the document under Tab 4. Brief discussion ensued.

Mr. Goldstein wanted confirmation that the electrical vendor would be working for Hoover. Mr. Jeancola stated that the District has requested that Hoover oversees the electrical vendor and that the vendor invoices Hoover directly. The cost would then be passed on to the District. They would both be responsible for any permitting and things of that nature.

Mr. Gieseler asked if there would be any additional FPL fees. Mr. Jeancola responded that the District could potentially be subject to additional fees but that Nathan from Hoover did not indicate any specific amounts.

A motion was made by Mr. Gieseler and seconded by Mr. Bonin, to approve an amendment to the Hoover contract subcontracting Complete Electric and to proceed and include their proposal in the amount of \$18,900.00 or the electrical component, for Heritage Isle at Viera Community Development District.

General discussion ensued.

Mr. Jeancola updated the Board on the alligator signage and said that a large order was placed for additional signs. They were shipped to Tropic Care. There have been many calls regarding the increased number of non-residents fishing in the pond in Phase 7. The local authorities have been informed. There have also been complaints of residents fishing at the pond across from the clubhouse. Mr. Earlywine added that there are specific state statutes that deal with no trespassing signs. Discussion ensued.

Ms. Saunders asked the Board for permission to spray trip hazards during her infrastructure inspection. She would then have Watson make repairs in advance of the overall infrastructure report. Discussion ensued.

D. Field Service Manager

Mr. Jeancola reviewed the field services report for November 2017 with the Board. Mr. Bonin requested a one-page completion report on the list of items requiring service. Mr. Jeancola stated that Tropic Care provides feedback on completed work.

E. Tropic-Care

Mr. Romano discussed the removal of the stumps and provided a map as requested by the Board. The replacement of the trees would cost the District about \$50,000.00. It is estimated that there are about 65 trees.

Mr. Teurfs suggested that the Supervisors look at the areas in need individually.

Mr. Gieseler discussed his landscape report for the area along Legacy and obtained a proposal in the amount of \$15,326.75 from Tropic Care for the enhancement and replacement of materials. He suggested allocating funds from the refinance as this expenditure falls under landscape and entryway enhancements.

The Board agreed to table this item until the next scheduled meeting and once they have inspected the areas in need individually. It was noted that this does not include Mr. Cook's concern regarding the Phase 4 park landscaping.

Mr. Goldstein stated that he would like to wait until after the trees are replaced at the front of the community.

A motion was made by Mr. Teurfs and seconded by Mr. Bonin, to approve Tropic Care's proposal in the amount of \$15,326.75 with split payments, for Heritage Isle at Viera Community Development District.

Mr. Goldstein opposed.

Mr. Teurfs requested that the Board reconvene on the front entrance monuments to decide if they need additional sharpening and work. Mr. Gieseler asked Mr. Jeancola to notate that the Board revisit this item by the May 22, 2018 meeting.

Mr. Jeancola asked Mr. Romano if there was any material that he recommends the Board not replacing. Mr. Romano responded that the oaks were the trees that went down the most. Many of the community's oaks were diseased. Discussion ensued.

**SIXTH ORDER OF BUSINESS**

**Consideration of Funding Remaining  
Construction Improvements**

Mr. Jeancola stated that the expenses as they pertain to the irrigation system is \$337,581.14.

Ms. Saunders reviewed the potential utilization of funds. She stated that there is a time frame in which these funds need to be spent. She said that the total available funds (\$337,581.14) minus the irrigation pump, maintenance ponds as they pertain to taking over the utilities for E & F and the E & F infrastructure improvements leave the District with about \$59,000.00 to spend. She came up with a couple of items that qualify as capital improvement projects. The first item is the replacement of the entrance fountains which totals \$26,000.00. She added a twenty percent contingency on this item which brings to about \$31,000.00. This would allow the District to fund the fence, bollards and landscaping project at the north and south entrances which totals to about \$11,000.00. She also mentioned a few miscellaneous landscaping projects to consider such as the south entrance on the west side and north entrance on the east side. The re-sodding of Klein lake in Phase 8 and the beautification of Legacy Boulevard are some other options to consider. In addition, she added the pedestrian bridges project which amounts to about \$62,000.00.

Mr. Earlywine restated that there is a time frame in which these funds need to be spent and that there has been a delay due to the recent hurricane. Discussion ensued.

The Board will give these items some more consideration and discuss this further in the meeting scheduled for January 23, 2018. Mr. Earlywine recommended acting quickly.

General discussion ensued.

**SEVENTH ORDER OF BUSINESS**

**Update Regarding Irrigation Pump –  
Hoover Pumping Systems**

*This agenda item was taken out of order and discussed under District Manager's staff report*

**EIGHTH ORDER OF BUSINESS**

**Consideration of Electrical Proposal –  
Complete Electric, Inc.**

*This agenda item was taken out of order and discussed under District Manager's staff report*

**NINTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

A resident residing at Legacy and Sansome commented on the visibility at the south corner. They asked that the District is conscious of the new material being installed.

A resident requested that the Board reports the issue with the sound system used for the meetings. Mr. Jeancola will address the issue.


Mr. Bonin reminded the Board regarding the three trees that were cut down on District property at 3072 Galindo Circle. Mr. Earlywine suggested that the homeowner be contacted regarding the removal of the tree(s). Discussion ensued.

Mr. Goldstein asked Mr. Earlywine about Supervisors who serve on the HOA committee. Mr. Earlywine provided scenarios in which issues and conflicts of interest can arise regarding Sunshine Laws and ethics. He discourages individuals from serving on both Boards. Discussion ensued.

TENTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Teurfs, seconded by Mr. Gieseler, with all in favor, the Board of Supervisors adjourned the meeting at 12:47 p.m. for Heritage Isle at Viera Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman