

**HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT**  
**November 7, 2023 - Minutes of Meeting**  
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**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 HARBOUR SOUTH  
COMMUNITY DEVELOPMENT DISTRICT**

The Heritage Harbour South Community Development District regular meeting of the Board of Supervisors was held on **Tuesday, November 7, 2023, at 5:02 p.m.** at the **Stoneybrook Rec Center located at 200 Golden Harbour Trail, Bradenton, FL 34212.**

Present and constituting a quorum were:

Philip Frankel	<b>Board Supervisor, Chair</b>
Robin Spencer	<b>Board Supervisor, Vice Chair</b> <b>(via conference call)</b>
Eric Hallberg	<b>Board Supervisor, Asst. Secretary</b>
Mike Neville	<b>Board Supervisor, Asst. Secretary</b>
Darnell Bacon	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Jennifer Goldyn	<b>District Manager, Inframark</b>
Rick Schappacher	<b>District Engineer, Schappacher Engineering</b>
Andy Cohen	<b>District Counsel, Persson, Cohen, Mooney, Fernandez &amp; Jackson, P.A.</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS** **Call to Order**

Ms. Goldyn called the meeting to order at 5:02 p.m.

On a Motion from Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board allowed Ms. Spencer to participate and vote via telecommunication, for the Heritage Harbour South Community Development District.

**SECOND ORDER OF BUSINESS** **Audience Comments**

There were no audience comments.

**THIRD ORDER OF BUSINESS****Consideration of Meeting Minutes  
from October 3, 2023**

On a Motion from Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board approved the Meeting Minutes from October 3, 2023, as amended, for the Heritage Harbour South Community Development District.

**FOURTH ORDER OF BUSINESS****Review of the Financial Statement  
and Check Register**

On a Motion from Mr. Neville, seconded by Mr. Hallberg, with all in favor, the Board approved the Financial Statement and Check Register, for the Heritage Harbour South Community Development District.

**FIFTH ORDER OF BUSINESS****Staff Reports****1. District Counsel****A. Discussion Regarding Icon Contract**

Mr. Frankel requested copies of the insurance the Master Association is to carry, per the maintenance agreement with the District, for the Board and District Counsel to review. The Board requested an update from Icon on the status of repairs noted in the Egis Report. District Counsel and Mr. Frankel will prepare a letter to the Master Association outlining the maintenance concerns in the District that the Master Association should be maintaining, per agreement.

**2. District Engineer****A. Consideration of Sidewalk Repair Proposals (under separate cover)**

Mr. Schappacher said he received no bids for this project. Ms. Goldyn let him know that he could ask Inframark for a proposal. The Board requested a one-time Field Inspection Report from Inframark, of the CDD grounds to assess the Master Association keeping up with maintenance items. Mr. Neville reminded the Board that the District is partners with the Master Association and should work together.

**B. Consideration of Golf Course Signs Proposals (under separate cover)**

Mr. Schappacher informed the Board that the bids are due on November 11, 2023, and will have them for the next meeting.

**C. Discussion Regarding Irrigation Ownership**

Mr. Schappacher updated the Board that the ownership varies from the HOA or the Master Association, depending on the phase.

**D. Pond 31 Update**

Mr. Schappacher updated the Board that the Erosion Project is completed, and he is pleased with the outcome.

**3. District Manager**

Ms. Goldyn informed the Board that the next meeting is scheduled for December 5, 2023. Ms. Goldyn let the Board know she is working with the Master Association on getting the Egis items corrected. Mr. Bacon requested the insurance losses for the last 3 to 5 years.

**SIXTH ORDER OF BUSINESS****Consideration of Fence Proposals**

Mr. Bacon and Ms. Spencer requested that the proposals both have the same scope. Ms. Becker from the HOA stated they have requested the same scope from the vendors but are not receiving it.

On a Motion from Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board approved the fence proposal from ASAP Fence and Gate, for the Heritage Harbour South Community Development District.

**SEVENTH ORDER OF BUSINESS****Consideration of Arbitrage  
Engagement Agreement**

Mr. Cohen informed the Board that he reviewed the Agreement and had no objections.

On a Motion from Mr. Bacon, seconded by Mr. Neville, with all in favor, the Board approved Arbitrage Engagement Agreement, for the Heritage Harbour South Community Development District.

**EIGHTH ORDER OF BUSINESS****Consideration of Motion to Assign  
the FY 2023 Reserves**

Ms. Goldyn informed the Board that this was placed in the agenda in error.

**NINTH ORDER OF BUSINESS****Consideration of Median Monument  
Proposals (under separate cover)**

The Board tabled this item until the December meeting.

**TENTH ORDER OF BUSINESS****Review of Egis Report**

The Board reviewed the report and requested that it be sent to the Master Association, Stoneybrook HOA, and Lighthouse Cove HOA.

**ELEVENTH ORDER OF BUSINESS****Ratification of Egis Binder**

On a Motion from Mr. Bacon, seconded by Mr. Hallberg, with all in favor, the Board ratified the Egis Binder, for the Heritage Harbour South Community Development District.

**TWELFTH ORDER OF BUSINESS****Discussion Regarding Records Retention**

Mr. Cohen will prepare a records retention policy if one does not exist.

On a Motion from Mr. Bacon, seconded by Mr. Hallberg, with all in favor, the Board chose to digitalize records for a one-time charge of \$250.00, and a \$50.00 per year maintenance fee, for the Heritage Harbour South Community Development District.

**THIRTEENTH ORDER OF BUSINESS****Discussion Regarding Pressure Washing**

District Management and Mr. Schappacher will work to finalize the pressure washing contract.

**FOURTEENTH ORDER OF BUSINESS****Discussion Regarding Off-Duty Sheriff's Officer**

Ms. Goldyn will work with Mr. Hallberg on establishing days and times for patrol. The Board also requested more detailed reports from the officers.

On a Motion from Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board authorized the Chair to execute the Off-Duty Agreement outside of a meeting, for the Heritage Harbour South Community Development District.

**A. HOA UPDATES****1. Heritage Harbour Master HOA**

No representative was present. Mr. Frankel noted that the Master Association presented a budget and will present a revised one at the end of November.

**2. Stoneybrook HOA**

It was announced that their budget meeting will be held on November 16<sup>th</sup>.

**3. Lighthouse Cove HOA**

Mr. Frankel informed the Board at their last meeting that the Lighthouse Cove HOA Board is having a hard time collecting fees.

**4. Golf Course Update**

Mr. Bruce announced that Parcel 92 was sold on September 28, 2023, and will be a Hilton Branded hotel. Further, he announced Villa development will be finalized on November 8, 2023. Mr. Frankel notes that the Golf Course is donating decorative landscape boulders for the front gate and will place them.

**FIFTEENTH ORDER OF BUSINESS****Audience Comments**

A resident showed concern about the erosion at Pond 11 near 17<sup>th</sup> tee. Mr. Bruce updated the Board that the damage was from an irrigation repair that has now been rectified and plant material will be placed to stabilize.

A resident would like to see an increase in security patrol on the straightaway on Stone Harbour Loop, where cars are speeding down.

**SIXTEENTH ORDER OF BUSINESS****Supervisors Requests**

Mr. Frankel stated that he would like Bond pay-off dates.

Mr. Neville would like the status of the street sign replacement.

**SEVENTEENTH ORDER OF BUSINESS****Adjournment**

On a Motion by Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board of Supervisors approved to adjourn the meeting at 6:57 p.m., for the Heritage Harbour South Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman