

**HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT****December 5, 2023 - Minutes of Meeting****Page 1****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, December 5, 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>
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>Regional Director, Inframark</b>
Kristee Cole	<b>District Manager, Inframark (via teleconference)</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>
----------	----------------

**FIRST ORDER OF BUSINESS****Call to Order**

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

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

There were no audience comments.

**THIRD ORDER OF BUSINESS****Consideration of Meeting Minutes  
from November 7, 2023**

On a Motion from Mr. Neville, seconded by Mr. Hallberg, with all in favor, the Board approved the Meeting Minutes from November 7, 2023, for the Heritage Harbour South Community Development District.

**FOURTH ORDER OF BUSINESS****Review of the October 2023 Financial  
Statement and Check Register**

On a Motion from Mr. Neville, seconded by Mr. Bacon, with all in favor, the Board approved the October 2023 Check Register, for the Heritage Harbour South Community Development District.

**FIFTH ORDER OF BUSINESS****Staff Reports****1. District Counsel**

Mr. Cohen updated the Board that he spoke with Jim Ward with Heritage Harbour Marketplace CDD to see if they would like to maintain and own some of the main roadways that traverse through the commercial marketplace. Mr. Ward was not interested in Heritage Harbour Marketplace CDD taking on these roadways.

**2. District Engineer**

Mr. Schappacher recommended that the Board exercise the irrigation valves.

On a Motion from Mr. Neville, seconded by Ms. Spencer, with all in favor, the Board approved Mr. Schappacher to exercise the irrigation valves, for the Heritage Harbour South Community Development District.

**A. Consideration of Sidewalk Repair Proposals  
(Under Separate Cover)**

Mr. Schappacher presented two proposals for sidewalk repairs to the Board, under separate cover.

On a Motion from Ms. Spencer, seconded by Mr. Hallberg, with all in favor, the Board approved the sidewalk repairs proposal from ANJ Excavation, in the amount of \$1,369, for the Heritage Harbour South Community Development District.

Mr. Schappacher presented a proposal for curb ramp installation to the Board, under separate cover.

On a Motion from Ms. Spencer, seconded by Mr. Hallberg, with all in favor, the Board approved the curb ramp installation proposal from ANJ Excavation, in the amount of \$2,400, for the Heritage Harbour South Community Development District.

**B. Consideration of the Signage Bid Package**

Mr. Schappacher passed out the radar report to the Board for review.

On a Motion from Ms. Spencer, seconded by Mr. Hallberg, with all in favor, the Board approved the proposal from The Beautiful Mailbox for Sign Installation, in the amount of \$9,210, for the Heritage Harbour South Community Development District.

**3. District Manager**

Ms. Goldyn announced that the next meeting will be held on Tuesday, February 6, 2024.

**A. Discussion of Field Inspection Report**

Ms. Goldyn announced that the Field Inspection Report will be completed in the next week and sent to the Board.

**SIXTH ORDER OF BUSINESS****Discussion regarding Website**

It was noted that an updated Assessment Chart is needed and needs to be verified. Mr. Bacon will collaborate with District Management to ensure the website is brought up to date to reflect these changes.

**SEVENTH ORDER OF BUSINESS****Discussion regarding Asphalt Path Circles at Beacon Lake**

The Board discussed the Asphalt Path Circles at Beacon Lake, and it was noted that Lennar would not repair this issue.

**EIGHTH ORDER OF BUSINESS****Discussion regarding Records Retention Policy**

On a Motion from Ms. Spencer, seconded by Mr. Bacon, with all in favor, the Board approved digitizing six boxes at \$250 each, with a one-time fee of \$1,500 and \$50 per year, for digital storage, for the Heritage Harbour South Community Development District.

**NINTH ORDER OF BUSINESS****Consideration of Resolution 2024-03, Adopting a Records Retention Policy**

On a Motion from Mr. Frankel, seconded by Mr. Neville, with all in favor, the Board adopted Resolution 2024-03, which adopts the Records Retention Policy, for the Heritage Harbour South Community Development District.

**TENTH ORDER OF BUSINESS****Discussion of Median Monument Repair**

The Board discussed the repair of the median monument. Mr. Frankel stated that this responsibility should be handled by ICON Management.

**ELEVENTH ORDER OF BUSINESS****Discussion regarding Off-Duty Sheriff's Officer**

The Board expressed dissatisfaction with the Manatee County Sheriff's Office for not including prepayment requirements in the contract. Mr. Hallberg emphasized the need for the focus to be more on presence. The Board agreed to a trial period of two months.

**TWELFTH ORDER OF BUSINESS****Discussion regarding ASAP Fencing Contract**

Ms. Cole updated the Board on the ASAP fencing contract, noting the requirement of a deposit before they would sign the contract. Additionally, Ms. Cole informed the Board that communication with ASAP Fence has been difficult.

On a Motion from Mr. Neville, seconded by Mr. Hallberg, with all in favor, the Board retracted the bid award from ASAP Fence and awarded it to USA Fence for \$5,956.88, with Stoneybrook Master CDD to coordinate and finalize the cost details, for the Heritage Harbour South Community Development District.

**THIRTEENTH ORDER OF BUSINESS****HOA UPDATES****1. Heritage Harbour Master HOA**

Christina Brantley was introduced as the new acting President of the HOA. It was announced that the next HOA meeting will be held on December 6, 2023.

**2. Stoneybrook HOA**

No update was provided.

**3. Lighthouse Cove HOA**

The Board addressed the security companies failing to attend.

**4. Golf Course Update**

Not present and no report.

**HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT****December 5, 2023 - Minutes of Meeting****Page 5****FOURTEENTH ORDER OF BUSINESS****Audience Comments**

During the audience comments, residents raised concerns about the construction of a bridge on Stone Harbour Loop, particularly within FPL easements, the degradation of grass and wear caused by golf carts, maintenance needed on hole 1, and Golf Course signage.

**FIFTEENTH ORDER OF BUSINESS****Supervisors Requests**

There were no Supervisor requests.

**SIXTEENTH ORDER OF BUSINESS****Adjournment**

On a Motion by Mr. Frankel, seconded by Mr. Hallberg, with all in favor, the Board of Supervisors approved to adjourn the meeting at 7:04 p.m., for the Heritage Harbour South Community Development District.

DocuSigned by:



4A8B4D19883C4A7...

Secretary / Assistant Secretary

DocuSigned by:



E8818FD7FB9B4CD...

Chairman / Vice Chairman