



Rizzetta & Company

Heritage Harbour South Community Development District

Board of Supervisors' Meeting November 2, 2021

Heritage Harbour Golf Club
8000 Stone Harbour Loop
Bradenton, FL 34212

www.heritageharboursouthcdd.org

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT AGENDA

To be held at the Heritage Harbour Golf Club, 8000 Stone Harbour Loop, Bradenton, FL 34212

District Board of Supervisors	Mike Neville	Chairperson
	Louis Brodersen	Vice-Chairperson
	Philip Frankel	Assistant Secretary
	Tad Parker	Assistant Secretary
	Thomas Bakalar	Assistant Secretary
District Manager	Christina Newsome	Rizzetta & Company, Inc.
District Counsel	Andrew Cohen	Persson, Cohen & Mooney, P.A.
District Engineer	Rick Schappacher	Schappacher Engineering

All cellular phones and pagers must be turned off while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 813-533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE: 12750 Citrus Park Lane, Suite 115, Tampa, Florida 33625
www.heritageharboursouthcdd.org

October 25, 2021

Board of Supervisors
Heritage Harbour South
Community Development District

AGENDA

Dear Board Members,

The Heritage Harbour South Community Development District regular meeting of the Board of Supervisors will be held on **Tuesday, November 2, 2021 at 3:00 p.m.** at the Stoneybrook Recreation Center located at 200 Golden Harbour Trail, Bradenton, Florida 34212. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on October 5, 2021Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for September 2021.....Tab 2
 - C.** HOA Updates
 1. Heritage Harbour Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** District Manager
 1. District Manager's Report(Under Separate Cover)
- 5. OLD BUSINESS**
 - A.** Discussion Regarding E-Blast
- 6. NEW BUSINESS**
 - A.** Discussion Regarding Granting Permission for Road Usage During Community Wide Yard Sale Event to Stoneybrook HOA
 - B.** Consideration of Rizzetta Technology Services Agreement.....(Under Separate Cover)
- 7. SUPERVISOR REQUESTS & COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact us at (813) 533-2950.

Sincerely,

Christina Newsome

Christina Newsome
District Manager

Tab 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, October 5, 2021 at 4:01 p.m.** at the Heritage Harbour Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212.

Present and constituting a quorum were:

Mike Neville	Board Supervisor, Chairman
Louis Brodersen	Board Supervisor, Vice-Chairman
Tad Parker	Board Supervisor, Asst. Secretary
Thomas Bakalar	Board Supervisor, Asst. Secretary
Philip Frankel	Board Supervisor, Asst. Secretary

Also present were:

Christina Newsome	District Manager; Rizzetta & Company
Jayna Cooper	District Manager; Rizzetta & Company
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering
Gene Zeiner	Representative; MHOA
Mike Fisher	Representative; MHOA

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 4:01P

SECOND ORDER OF BUSINESS

Audience Comments

There was audience present. There were no comments from the audience.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors Regular Meeting held
on August 31, 2021**

Ms. Newsome was instructed to make sure the minutes reflect that the TRIM notice concern was resolved on the call.

On a Motion from Mr. Neville, seconded by Mr. Brodersen, with all in favor, the Board approved the Minutes of the August 31, 2021 Board of Supervisors' meeting as amended, for the Heritage Harbour South Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for August
2021**

On a Motion from Mr. Parker, seconded by Mr. Frankel, with all in favor, the Board approved to ratify the payment of the invoices in the August 2021 Operations and Maintenance Expenditures Report in the amount of \$15,502.00, for the Heritage Harbour South Community Development District.

FIFTH ORDER OF BUSINESS

Lighthouse Cove HOA

Mr. Neville informed the Board of updates at Lighthouse Cove HOA, there has been some staffing issues with Allied and they are currently looking into a new company called System 88.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

During District Counsel updates Mr. Bakalar voiced concerns with Section 2 of the agreement and a discussion ensued.

On a Motion by Mr. Frankel, seconded by Mr. Bakalar, with all in favor, the Board approved to accept the Master Agreement as amended in section 2, and authorize the Chair to sign and execute, for the Heritage Harbour South Community Development District.

Mr. Cohen will draw up a clean copy to be signed.

There is no Aquaterra update.

B. District Engineer

During District Engineer updates, Mr. Schappacher gave updates on Parcel 19/20 the light to Costco is in final stages of approval.

Mr. Schappacher also informed the Board that he is awaiting an update from Marketplace regarding the Lake 48 concerns.

Mr. Brodersen suggested a letter be sent to Marketplace regarding the issue on the pathway because this concern needs to be addressed.

Mr. Schappacher and Mr. Cohen will get together to draw up a demand letter to send to Marketplace.

Mr. Schappacher will call the engineer for Marketplace after the meeting.

C. District Manager

Ms. Newsome presented the District Manager report. She updated the Board on the next meeting date of November 2, 2021; and gave updates on the MCSO audit (no errors found), and the Pleco removal on ponds 30 and 31 from Solitude (project was successful).

Ms. Newsome also informed the Board that Seats 3 and 5 were up for election in 2022.

The Board inquired on whether the golf course was a voting site as the meeting location may need to change (it was later confirmed that the golf course is a voting site, Ms. Newsome will work with staff to secure meeting date at the rec center).

SEVENTH ORDER OF BUSINESS

**Consideration of Wildlife Sign
Proposals**

The Board and staff discussed the proposals received for wildlife signs.

On a Motion by Mr. Bakalar, seconded by Mr. Brodersen, with a 3-2 vote, Mr. Neville and Mr. Parker voting no, the Board approved the proposal from Fast Signs. Limiting the order to 2 signs (locations TBD w/ manager approval) with the possibility of adding 2 different signs on one pole or adding signs to existing poles, not to exceed \$1,500.00, for the Heritage Harbour South Community Development District.

On a Motion by Mr. Neville, seconded by Mr. Brodersen, with all in favor, the Board approved to extend the meeting until 6:30 p.m., for the Heritage Harbour South Community Development District.

EIGHTH ORDER OF BUSINESS

Discussion Regarding Speed Bumps

The Board had a discussion regarding speed bumps and cushions being placed in the community. The Board discussed several options to include setting up a rotation for radar signs to collect data and show traffic patterns and asking MCSO to bring in a trailer to monitor speeds. More data will be collected for these options and will be presented to the Board for further discussion.

Quotes for radar signs will be obtained and Ms. Newsome will reach out to supervisors to make a rotation system for radars.

Ms. Newsome and Mr. Schappacher will discuss start dates and locations to begin collecting data.

NINTH ORDER OF BUSINESS

Discussion Regarding Gate Loop Proposals

On a Motion by Mr. Parker, seconded by Mr. Brodersen, with all in favor, the Board approved the proposal from Stoneybrook for gate loop repairs in the amount of \$3,932.25, for the Heritage Harbour South Community Development District.

TENTH ORDER OF BUSINESS

Discussion Regarding E-Blast

The Board discussed the e-blast to be sent to residents and some minor adjustments were made to the blast. Release of this blast has been tabled until the next meeting to gather more information on distribution options.

On a Motion by Mr. Brodersen, seconded by Mr. Bakalar, with all in favor, the Board approved to extend the meeting until 6:35 p.m., for the Heritage Harbour South Community Development District.

ELEVENTH ORDER OF BUSINESS

Ratification of EGIS Insurance Renewal

On a Motion by Mr. Frankel, seconded by Mr. Bakalar, with all in favor, the Board ratified the EGIS insurance renewal, for the Heritage Harbour South Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Mr. Frankel asked that we begin using a sign in sheet for meetings.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Brodersen, seconded by Mr. Parker, with all in favor, the Board of Supervisors approved to adjourn the meeting at 6:34 p.m., for the Heritage Harbour South Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

Heritage Harbour South Community Development District

District Office · Riverview, Florida - (813) 994-1001

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614

www.heritageharboursouthcdd.org

Operations and Maintenance Expenditures September 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2021 through September 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$42,245.43**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradenton Herald	1510	51967	Legal Advertising 08/21	\$ 332.28
Brown's Trophies, Inc.	1514	4200	Name Plate 09/21	\$ 15.61
Egis Insurance Advisors, LLC	1515	14000	Liability/Property/POL 10/01/21-10/01/22	\$ 23,023.00
Internal Revenue Service	1511	367094911	Form 941 Payroll Discrepancy FY2013	\$ 2,154.04
Louis Brodersen	1504	LB083121	Board of Supervisor Meeting 08/31/21	\$ 200.00
Michael Joseph Neville	1506	MN083121	Board of Supervisor Meeting 08/31/21	\$ 200.00
Persson, Cohen & Mooney, P.A	1512	1039	Legal Services 08/21	\$ 3,471.50
Philip I Frankel	1505	PF083121	Board of Supervisor Meeting 08/31/21	\$ 200.00
Rizzetta & Company, Inc.	1507	INV0000061092	District Management Fees 09/21	\$ 4,843.25
Rizzetta Technology Services	1508	INV0000007867	Email & Website Hosting Services 09/21	\$ 175.00
Schappacher Engineering LLC	1516	1983	Engineering Services 08/21	\$ 3,457.50
Solitude Lake Management	1517	PI-A00667915	Fisheries Maintenance 09/21-10/21	\$ 540.75
Tad Parker	1509	TP083121	Board of Supervisor Meeting 08/31/21	\$ 200.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Thomas G Bakalar	1503	TB083121	Board of Supervisor Meeting 08/31/21	\$ 200.00
U.S. Bank	1513	6238604	Trustee Fees S2015 8/01/21- 07/31/22	<u>\$ 3,232.50</u>
Report Total				<u>\$ 42,245.43</u>