

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

District Office · Riverview, Florida · (813) 533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.heritageharboursouthcdd.org

January 24, 2022

**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, February 1, 2022, at 4:00 p.m. at, at the Heritage Harbour Golf Club located at 8000 Stone Harbour Loop**, 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 December 7, 2021Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for November & December 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 ReportTab 3
- 5. OLD BUSINESS**
 - A.** None
- 6. NEW BUSINESS**
 - A.** None
- 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, December 7, 2021, at 4:00 p.m.** at the **Heritage Harbour Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212.** The following is the agenda for this meeting.

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
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering
Gene Zeiner	Representative; MHOA

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 4:00 PM.

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 November 2, 2021**

Ms. Newsome presented the consideration of Regular Board Meeting Minutes for the meeting held on November 2, 2021. Corrected and revised the venue location to Heritage Harbour Recreation Center, 200 Golden Harbour Trail, Bradenton, FL 34212.

On a Motion from Mr. Brodersen, seconded by Mr. Frankel, with all in favor, the Board approved the Minutes of the November 2, 2021, as amended, for the Heritage Harbour South Community Development District.

FOURTH ORDER OF BUSINESS

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

Ms. Newsome presented the consideration of the Operation & Maintenance Expenditures for October 2021 for \$163,438.32.

On a Motion from Mr. Parker, seconded by Mr. Bakalar, with all in favor, the Board approved to ratify the payment of the invoices in the October 2021, Operations and Maintenance Expenditures Report in the amount of \$163,438.32 for the Heritage Harbour South Community Development District.

FIFTH ORDER OF BUSINESS

HOA Updates

1. Heritage Harbour Master HOA

Mr. Ziener updated the Board on the projects being conducted by the Master HOA to include upgrades to security.

Stoneybrook HOA

No Update

2. Lighthouse Cove HOA

No Update

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Cohen informed the Board that a letter was sent to M&M. Counsel from M & M responded and said the repairs will be made. Photos taken show that the repairs have commenced.

Mr. Cohen updated the board on the costs associated with golf course holes 1 and 2, and how this may impact Operation & Maintenance and Assessments. Mr. Cohen will speak with Mr. Scott Brizendine and report back to the Board.

B. District Engineer

Mr. Schappacher presented the traffic report to the Board. Mr. Schappacher will provide a map of the locations of signs as they are repositioned.

C. District Manager

Ms. Newsome presented the District Manager's report.

Ms. Newsome reminded the Board of the next Board meeting on February 1, 2022 at 4:00 p.m.

Ms. Newsome informed the Board of the Fiscal Year 2020-2021 Audit completion deadline of June 30, 2022.

Ms. Newsome reminded the Board of the next election for Seats 3 and 5 will be held on November 8, 2022.

Ms. Newsome presented to the Board the October 2021 Financial Summary. With total cash & investments for the month of October 2021 at \$1,443,116, and a general Fund Expense Variance of \$9,819.00 under budget.

The Board has accepted off-duty services from Florida Highway Patrol to start in December.

Ms. Newsome will check to see if the Golf Course will be available for the months of May to October during the Golf Course construction. Ms. Newsome will follow up with a secondary meeting location if needed and report back to the Board.

SEVENTH ORDER OF BUSINESS

Discussion on District Counsel's Letter to M&M regarding Becon Lake Bank Restoration

Mr. Ziener informed the Board that he will be requesting a survey of erosion from M&M.

EIGHTH ORDER OF BUSINESS

Discussion of Street Signs and Proposals by LED Lighting Solutions

Ms. Newsome opened the discussion for sign proposals from LED Lighting Solutions. The Board continued the discussion as to how many signs, and where to place them. The Board agreed to find a new Wildlife sign & pole to be posted at each entrance, not to exceed \$1,500.00. The Board approved the purchasing of seven (7) speed related signs to be placed on the existing poles in the community, not to exceed \$500.00

On a Motion from Mr. Bakalar, seconded by Mr. Frankel, with all in favor, the Board agreed to Purchase seven (7) speed signs to be placed on existing poles, not to exceed \$500.00 for the Heritage Harbour South Community Development District.

NINTH ORDER OF BUSINESS

**Consideration to Ratify the Amended
2020/2021 General Fund Budget
Resolution 2022-01**

On a Motion from Mr. Neville, seconded by Mr. Bakalar, with all in favor, the Board agreed to adopt General Fund Budget Resolution, 2022-01 for the Heritage Harbour South Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Proposal by USA
Fence regarding the Stoney Brook
Picnic Area**

Ms. Newsome opened the discussion for consideration of Fence proposal for Stoney Brook Picnic area. The Board discussed; the Board took no action at this time.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Neville suggested being open to a rotating chair system.

Mr. Brodersen spoke of concerns with storm drains, Mr. Schappacher will get a proposal regarding the storm drains.

TWELFTH 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 5:34 p.m., for the Heritage Harbour South Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

Heritage Harbour South Community Development District

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Operations and Maintenance Expenditures November 2021 For Board Approval

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

The total items being presented: **\$9,857.50**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Economic Opportunity	001536	84692	Special District Fee 21/22	\$ 175.00
Louis Brodersen	001535	LB110221	Board of Supervisor Meeting 11/02/21	\$ 200.00
Michael Joseph Neville	001538	MN110221	Board of Supervisor Meeting 11/02/21	\$ 200.00
Persson, Cohen & Mooney, P.A	001539	1309	Legal Services 10/21	\$ 2,069.25
Philip I Frankel	001537	PF110221	Board of Supervisor Meeting 11/02/21	\$ 200.00
Rizzetta & Company, Inc.	001532	INV0000062513	District Management Fees 11/21	\$ 4,843.25
Rizzetta Technology Services	001533	INV0000008143	Email & Website Hosting Services 11/21	\$ 175.00
Schappacher Engineering LLC	001541	2026	Engineering Services 10/21	\$ 1,595.00
Tad Parker	001540	TP110221	Board of Supervisor Meeting 11/02/21	\$ 200.00
Thomas G Bakalar	001534	TB110221	Board of Supervisor Meeting 11/02/21	<u>\$ 200.00</u>
Report Total				<u>\$ 9,857.50</u>

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Operations and Maintenance Expenditures December 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2021 through December 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$32,052.18**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
A N J Excavation LLC	001542	18	2 - Radar Sign Relocation 11/21	\$ 220.00
A N J Excavation LLC	001553	19	Radar Sign Relocation 12/21	\$ 220.00
Heritage Harbour Golf Club	001554	120721-HH Golf	Meeting Space Rental 12/07/21	\$ 150.00
Louis Brodersen	001549	LB120721	Board of Supervisor Meeting 12/07/21	\$ 200.00
Manatee County Sheriff's Office	001555	39972	Deputy & Equip/Admin 07/21-11/21	\$ 3,352.50
Michael Joseph Neville	001551	MN120721	Board of Supervisor Meeting 12/07/21	\$ 200.00
Persson, Cohen & Mooney, P.A	001543	1446	Legal Services 11/21	\$ 1,869.00
Philip I Frankel	001550	PF120721	Board of Supervisor Meeting 12/07/21	\$ 200.00
Premier Pressure Cleaning, LLC	001544	4265	Pressure Clean Curbing & Sidewalks 11/21	\$ 17,309.93
Rizzetta & Company, Inc.	001545	INV0000063095	District Management Fees 12/21	\$ 4,843.25
Rizzetta Technology Services	001546	INV0000008235	Email & Website Hosting Services 12/21	\$ 175.00
Schappacher Engineering LLC	001556	2042	Engineering Services 11/21	\$ 1,912.50
Tad Parker	001552	TP120721	Board of Supervisor Meeting 12/07/21	\$ 200.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Thomas G Bakalar	001548	TB120721	Board of Supervisor Meeting 12/07/21	\$ 200.00
U.S. Bank	001547	6337957	Admin Fees for 11/01/21-10/31/22	<u>\$ 1,000.00</u>
Report Total				<u>\$ 32,052.18</u>