



Rizzetta & Company

# **Heritage Harbour South Community Development District**

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**Board of Supervisors' Meeting  
February 1, 2022**

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

[www.heritageharboursouthcdd.org](http://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

<b>District Board of Supervisors</b>	Mike Neville	Chairperson
	Louis Brodersen	Vice-Chairperson
	Philip Frankel	Assistant Secretary
	Tad Parker	Assistant Secretary
	Thomas Bakalar	Assistant Secretary
<b>District Manager</b>	Christina Newsome	Rizzetta & Company, Inc.
<b>District Counsel</b>	Andrew Cohen	Persson, Cohen & Mooney, P.A.
<b>District Engineer</b>	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 · Riverview, Florida · (813) 533-2950  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.heritageharboursouthcdd.org](http://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, 2021 .....Tab 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 Report .....Tab 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	<b>Board Supervisor, Chairman</b>
Louis Brodersen	<b>Board Supervisor, Vice-Chairman</b>
Tad Parker	<b>Board Supervisor, Asst. Secretary</b>
Thomas Bakalar	<b>Board Supervisor, Asst. Secretary</b>
Philip Frankel	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Christina Newsome	<b>District Manager; Rizzetta &amp; Company</b>
Andy Cohen	<b>District Counsel; Persson, Cohen &amp; Mooney, P.A.</b>
Rick Schappacher	<b>District Engineer; Schappacher Engineering</b>
Gene Zeiner	<b>Representative; MHOA</b>

Audience	<b>Present</b>
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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.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

## **Tab 2**

# Heritage Harbour South Community Development District

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District Office · Riverview, Florida - (813) 994-1001  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614  
[www.heritageharboursouthcdd.org](http://www.heritageharboursouthcdd.org)

## **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>
<b>Report Total</b>				<u><b>\$ 9,857.50</b></u>

**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2021/2022 Special District Fee Invoice and Update Form**  
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 84692			Date Invoiced: 10/01/2021
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2021: \$175.00

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



**Heritage Harbour South Community Development District**  
 Mr. William J. Rizzetta  
 3434 Colwell Avenue, Suite 200  
 Tampa, FL 33614

2. Telephone: (813) 514-0400  
 3. Fax: (813) 514-0401  
 4. Email: brizzetta@rizzetta.com  
 5. Status: Independent  
 6. Governing Body: Elected  
 7. Website Address: heritageharboursouthcdd.org  
 8. County(ies): Manatee  
 9. Function(s): Community Development  
 10. Boundary Map on File: 10/23/2001  
 11. Creation Document on File: 10/23/2001  
 12. Date Established: 08/28/2001  
 13. Creation Method: Local Ordinance  
 14. Local Governing Authority: Manatee County  
 15. Creation Document(s): County Ordinance 01-45  
 16. Statutory Authority: Chapter 190, Florida Statutes  
 17. Authority to Issue Bonds: Yes  
 18. Revenue Source(s): Assessments  
 19. Most Recent Update: 11/05/2020

**RECEIVED**  
 OCT - 4 2021

Date Rec'd Rizzetta & Co., Inc. 10/4/21  
 D/M approval CN Date 11/8/2021  
 Date entered 11/4/21  
 Fund 001 GL 51300 OC 4902  
 Check # \_\_\_\_\_

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: William J. Rizzetta Date 10/26/21

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. \_\_\_\_\_ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. \_\_\_\_\_ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. \_\_\_\_\_ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2019/2020 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

**Heritage Harbour South CDD**  
**Meeting Date: November 2, 2021**

**SUPERVISOR PAY REQUEST**

Name of Board Supervisor	Check if present	Check if paid
Mike Neville	✓	✓
Philip Frankel	✓	✓
Tad Parker	✓	✓
Louis Brodersen	✓	✓
Thomas Bakalar	✓	✓

(\*) Does not get paid

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	3:02 P
Meeting End Time:	5:10 P
Total Meeting Time:	2 H 8 M

Time Over \_\_\_\_\_ () Hours: 0

Total at \$175 per Hour: \_\_\_\_\_

Date Rec'd Rizzetta & Co., Inc. 11/4/21

D/M approval [Signature] Date 11/8/2021

DM Signature: \_\_\_\_\_

Date entered 11/5/21

Fund 001 GL 51100 OC 1101

**Please forward copy to Susan Garcia for Extended**

Check #                       
Meeting Hours

# INVOICE

Invoice # 1309  
Date: 11/02/2021  
Due On: 12/02/2021

Heritage Harbour South Community Development District  
cddinvoice@rizzetta.com  
3434 Colwell Avenue, Ste 200  
Tampa, Florida 33614

## Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
( \$0.00	+ \$2,069.25	) - ( \$0.00	) = <b>\$2,069.25</b>

## HHSOUTH

## Heritage Harbour South Community Development District

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	AC	10/04/2021	Continued review of agenda package and prepare for 10/5 CDD meeting.	0.75	\$267.00	\$200.25
Service	AC	10/05/2021	Final preparation for CDD meeting and attend meeting.	3.75	\$267.00	\$1,001.25
Service	AC	10/11/2021	Exchange e-mails and confer with engineer re: Central Park drainage issues. Review 10/5 meeting summary and follow-up on action items.	0.50	\$267.00	\$133.50
Service	AC	10/12/2021	Revise and finalize Central Park Management Agreement.	0.75	\$267.00	\$200.25
Service	AC	10/13/2021	Final preparation for meeting with Chairman to execute Central Park management agreement. Meet with Chairman. Review draft minutes from 10/5 CDD meeting and provide comments.	1.00	\$267.00	\$267.00
Service	AC	10/18/2021	Review draft ad for November meeting and provide revisions.	0.25	\$267.00	\$66.75
Service	AC	10/25/2021	Review Assignment re: Rizzetta contracts and provide comments. Initial review of agenda package for 11/2 CDD meeting.	0.50	\$267.00	\$133.50
Service	AC	10/28/2021	Review and reply to e-mail re: repairs to	0.25	\$267.00	\$66.75

disc golf at Central Park area.

Subtotal \$2,069.25

Total \$2,069.25

**Detailed Statement of Account****Current Invoice**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1309	12/02/2021	\$2,069.25	\$0.00	\$2,069.25

Date Rec'd Rizzetta & Co., Inc. 11/2/21

Outstanding Balance \$2,069.25

D/M approval CN Date 11/8/2021

Total Amount Outstanding \$2,069.25

Date entered 11/4/21Fund 001 GL 51400 OC 3107

Please make all amounts payable to: Persson, Cohen & Mooney, P.A. and remit to 6853 ENERGY COURT,  
LAKEWOOD RANCH, FL 34240.

Payment is due 30 days from receipt of this invoice. Thank you.

**Rizzetta & Company, Inc.**  
**3434 Colwell Avenue**  
**Suite 200**  
**Tampa FL 33614**

# Invoice

Date	Invoice #
11/1/2021	INV0000062513

**Bill To:**

HERITAGE HARBOUR SOUTH CDD  
 3434 Colwell Avenue, Suite 200  
 Tampa FL 33614

Services for the month of	Terms	Client Number
November	Upon Receipt	00261

Description	Qty	Rate	Amount
Management Services	1.00	\$2,321.75	\$2,321.75
Administrative Services	1.00	\$417.00	\$417.00
Accounting Services	1.00	\$1,667.00	\$1,667.00
Financial & Revenue Collections	1.00	\$437.50	\$437.50
<p>Date Rec'd Rizzetta &amp; Co., Inc. <u>10/25/21</u></p> <p>D/M approval <u>CN</u> Date <u>10/28/2021</u></p> <p>Date entered <u>10/27/21</u></p> <p>Fund <u>001</u> GL <u>51300</u> OC <u>3101</u> \$2,231.75</p> <p>Fund <u>3100</u> \$417.00</p> <p>Check # <u>3201</u> \$1,667.00</p> <p>Check # <u>3111</u> \$437.50</p>			
<b>Subtotal</b>			\$4,843.25
<b>Total</b>			\$4,843.25

**Rizzetta Technology Services**  
**3434 Colwell Avenue**  
**Suite 200**  
**Tampa FL 33614**

**Invoice**

Date	Invoice #
11/1/2021	INV0000008143

**Bill To:**

HERITAGE HARBOUR SOUTH CDD  
 3434 Colwell Avenue, Suite 200  
 Tampa FL 33614

Services for the month of	Terms	Client Number
November		00261

Description	Qty	Rate	Amount
Email Accounts, Admin & Maintenance	5	\$15.00	\$75.00
Website Compliance and Management	1	\$100.00	\$100.00
<div> Date Rec'd Rizzetta &amp; Co., Inc. 10/25/21  D/M approval <u>CN</u> Date 10/28/2021  Date entered 10/27/21  Fund 001 GL 51300 OC 4904  Check # _____ </div>			
<b>Subtotal</b>			\$175.00
<b>Total</b>			\$175.00

## Schappacher Engineering LLC

PO Box 21256  
 Bradenton, FL 34204  
 941-251-7613

**Invoice**

Date	Invoice #
11/3/2021	2026

<b>Bill To</b>
Heritage Harbour CDD C/O Rizzetta & Company 3434 Colwell Avenue, Suite 200 Tampa, FL 33614

		Terms	Project	
		Due on receipt	HH South CDD Engineering...	
Serviced	Description	Quantity	Rate	Amount
10/1/2021	Send photo summary of paving work near Golden Harbour Trail gate to Rizzetta and board. Forward storm drainage map to Rizzetta.	0.75	150.00	112.50
10/4/2021	Prep work for CDD meeting, review agenda items.	0.25	150.00	37.50
10/5/2021	Prep work for CDD meeting, print pertinent documents for meeting. Send documents to board members for pressure washing maps and roadway lifespan maps. Attend CDD meeting.	4.5	150.00	675.00
10/6/2021	Prepare summary e-mail from phone call with parcel 19/20 engineer, send to Rizzetta and chairman.	0.5	150.00	75.00
10/6/2021	CAD efforts to update CAD file with road names.	0.5	100.00	50.00
10/12/2021	Collect radar data.	1.5	90.00	135.00
10/13/2021	Coordinate with vendor to relocate radar signs and update board. Send radar reports to board. Review files for plans of Central Park facilities and forward to attorney. Prepare justification of costs for Rizzetta. Discuss asphalt repairs and loop damage with Rizzetta, follow up on status of paving invoice.	1.75	150.00	262.50
10/13/2021	Create radar reports.	0.25	90.00	22.50
10/14/2021	Coordinate with Rizzetta for paving repairs and loop damage.	0.5	150.00	75.00
10/18/2021	Coordinate with pressure washing vendor, update with staff and CDD board. Coordinate with Rizzetta for upcoming agenda items.	0.5	150.00	75.00
10/19/2021	Coordinate with pressure washing vendor and updates with staff. Send radar relocation map to HOA for sign relocation.	0.5	150.00	75.00
Date Rec'd Rizzetta & Co., Inc. 11/8/21 D/M approval <u>CN</u> Date 11/15/2021 Date entered 11/11/21 Fund 001 GL 51300 OC 3103 Check # _____				
Please make checks payable to Schappacher Engineering Thank you for your business!			<b>Total</b>	\$1,595.00

# Heritage Harbour Billing Summary

Schappacher Engineering, LLC

Date	General District Svcs, CDD Mtgs	Community Signage & Striping	Radar Sign Reports	Sidewalk & Roadway Review & Repairs	Pressure Washing Curbs & Sidewalks	HOA's Assistance	Parcels 19 & 20	MPOA Assistance	Golf Course Assistance
10/1/2021				112.50					
10/4/2021	37.50								
10/5/2021	375.00			150.00	150.00				
10/6/2021							75.00		
10/6/2021				50.00					
10/12/2021		135.00							
10/13/2021	37.50	75.00		75.00				75.00	
10/13/2021		22.50							
10/14/2021				75.00					
10/18/2021					37.50	37.50			
10/19/2021									
<b>Monthly Total</b>	\$450.00	\$232.50	\$0.00	\$462.50	\$187.50	\$37.50	\$75.00	\$75.00	\$0.00
<b>Annual Total</b>	<b>\$450.00</b>	<b>\$232.50</b>	<b>\$0.00</b>	<b>\$462.50</b>	<b>\$187.50</b>	<b>\$37.50</b>	<b>\$75.00</b>	<b>\$75.00</b>	<b>\$0.00</b>

**Blank Tab**

# Heritage Harbour South Community Development District

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District Office · Riverview, Florida - (813) 994-1001  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614  
[www.heritageharboursouthcdd.org](http://www.heritageharboursouthcdd.org)

## **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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
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>
<b>Report Total</b>				<b><u>\$ 32,052.18</u></b>

# INVOICE

## A N J EXCAVATION LLC

INVOICE # 18  
DATE: NOVEMBER 9, 2021

1220 59<sup>th</sup> Ave E  
Bradenton, FL 34203  
941-405-5426  
Mondoandjacob@gmail.com

TO Heritage Harbour South CDD  
3434 Colwell Avenue, Suite 200  
Tampa, FL. 33614

JOB SITE ADDRESS	START DATE	END DATE
Heritage Harbour Sign Relocate	November	November

LINE ITEM	DESCRIPTION	LINE TOTAL
1	Radar sign relocation 2 signs @ 110.00/ea	\$220.00
TOTAL		\$220.00

Make all checks payable to A N J EXCAVATION LLC

THANK YOU FOR YOUR BUSINESS!

Date Rec'd Rizzetta & Co., Inc. 11/11/21  
D/M approval CN Date 11/22/2021  
Date entered 11/18/21  
Fund 001 GL 54100 OC 4787

RECOMMENDED FOR PAYMENT Check # \_\_\_\_\_

*Paul Schepers* 11/11/21

# INVOICE

A N J EXCAVATION LLC

INVOICE # 19  
DATE: DECEMBER 15, 2021

1220 59<sup>th</sup> Ave E  
Bradenton, FL 34203  
941-405-5426  
Mondoandjacob@gmail.com

TO Heritage Harbour  
S.R. 64  
Bradenton, Fl. 34212

JOB SITE ADDRESS	START DATE	END DATE
Heritage Harbour Sign Relocate Heritage Isles Way	November	November

LINE ITEM	DESCRIPTION	LINE TOTAL
1	Radar sign relocation 2 signs @ 110.00/ea	\$220.00
TOTAL		\$220.00

Make all checks payable to A N J EXCAVATION LLC

THANK YOU FOR YOUR BUSINESS!

Date Rec'd Rizzetta & Co., Inc. 12/16/21

D/M approval CN Date 12/21/2021

Date entered 12/17/21

Fund 001 GL 54100 OC 4787

RECOMMENDED FOR PAYMENT:

Check # \_\_\_\_\_

*Rick Schuppahn* 12/16/21

## EVENT INVOICE



HERITAGE HARBOUR  
GOLF & EATERY

8000 Stone Harbour Loop  
Bradenton, FL 34212  
941-749-1842 ext.107  
[kara@heritageharbourgolfclub.com](mailto:kara@heritageharbourgolfclub.com)  
[www.heritageharbourgolfclub.com](http://www.heritageharbourgolfclub.com)

Event Type: **CDD Meeting**  
Date of Event: **Tuesday, December 7, 2021**  
Time of Event: **4 PM**  
Contact Person: **Christy Cruz**  
Phone:

Quantity	Description	Unit Price	Total
1 1/2	Room charge		\$ 150.00

Sub Total	\$ 150.00
Sales Tax	Exempt
Grand Total	\$ 150.00

Make Check payable to HHGC or we accept Visa, MC, Amex or Discover

THANK YOU FOR CHOOSING HERITAGE HARBOUR GOLF AND EATERY

Date Rec'd Rizzetta & Co., Inc. 12/22/21  
D/M approval CN Date 12/23/2021  
Date entered 12/22/21  
Fund 001 GL 51300 OC 4903  
Check # \_\_\_\_\_

**Heritage Harbour South CDD**  
**Meeting Date: December 7, 2021**

**SUPERVISOR PAY REQUEST**

Name of Board Supervisor	Check if present	Check if paid
Mike Neville	✓	✓
Philip Frankel	✓	✓
Tad Parker	✓	✓
Louis Brodersen	✓	✓
Thomas Bakalar	✓	✓

(\*) Does not get paid

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	400P
Meeting End Time:	534P
Total Meeting Time:	1H 34M

Time Over \_\_\_\_\_ () Hours:

Total at \$175 per Hour:

DM Signature: \_\_\_\_\_  
Date Rec'd Rizzetta & Co., Inc. 12/9/21  
D/M approval N. Carson Date 12/21/2021

Date entered 12/17/21  
001 51100 1101

Please forward copy to Susan Garcia for Extended Meeting Hours  
Fund 001 GL 51100 EC 1101  
Check # \_\_\_\_\_

**MCSO Off Duty Employment Unit**

600 Hwy 301 Blvd W, Suite 202

Bradenton, FL 34205

941-747-3011

joy.butler@manateesherriff.com

www.manateesherriff.com



# INVOICE

**BILL TO**

Heritage Harbour South CDD

12750 Citrus Park Lane

Suite 115

Tampa, FL 33625

**INVOICE #** 39972**DATE** 11/30/2021**DUE DATE** 12/15/2021**TERMS** Within 15 days**EVENT**

July-Nov 2021

**SERVICE**

Security/Traffic

DATE	REQUESTED	TOTAL HOURS	RATE PER HOUR	AMOUNT
07/01/2021	<b>MCSO Deputy</b> Security/Escort/Traffic Services 7/18, 7/22, 7/31	12	40.00	480.00
08/01/2021	<b>MCSO Deputy</b> Security/Escort/Traffic Services 8/10, 8/15, 8/18	10.50	40.00	420.00
10/01/2021	<b>MCSO Deputy</b> Security/Escort/Traffic Services 10/7, 10/11, 10/20, 10/21, 10/29	20	40.00	800.00
11/01/2021	<b>MCSO Deputy</b> Security/Escort/Traffic Services 11/1, 11/4, 11/9, 11/12, 11/17, 11/18. 11/26, 11/29	32	40.00	1,280.00
	<b>Equipment Fee</b> Equipment/Administrative Fee	74.50	5.00	372.50

Make check payable to the Manatee County Sheriff's  
Office Offduty Unit [MCSO Offduty]**BALANCE DUE****\$3,352.50**

or

To pay via credit/debit (service fees apply):  
<https://www.govpaynow.com/gps/user/plc/a0019m>.

Date Rec'd Rizzetta &amp; Co., Inc. 11/30/21

D/M approval CN Date 12/6/2021

Date entered 12/17/21

Fund 001 GL 52100 OC 3401

Check # \_\_\_\_\_

Tuesday, November 30, 2021

**Primary Contact:** Greg Cox  
**Primary Address:** 8000 Stone Harbour Loop  
Bradenton, Florida, 34212  
**Primary Phone:** 8139335571  
**Primary Fax:** 8139356212

Date	Start	Employee	Car ID	Car Hrs	Hrs	Rate	Total
7/18/2021	17:00	Brissette, Richard - 11004026	678	4	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
7/19/2021 - Updated by Richard Brissette Start = 5:00:00 PM / CallSign = B4026 / Hrs Worked = 4 / Vehicle = 678 / V Hrs = 4 / Division = MCSO CIVIL Division / On Duty = No see log							
ON Jul 19 2021 7:00AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
7/22/2021	09:00	Lee, Nico - 16000308	NA	0	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
7/25/2021 - Updated by Nico Lee Start = 9:00:00 AM / CallSign = NA / Hrs Worked = 4 / V Hrs = 0 / On Duty = No							
ON Jul 25 2021 10:59PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
7/31/2021	09:00	Hall, Mathew - 10000265	NA	0	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
7/31/2021 - Updated by Mathew Hall Start = 9:00:00 AM / CallSign = A0265 / Hrs Worked = 4 / V Hrs = 0 / On Duty = No See Log							
ON Jul 31 2021 1:06PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
8/10/2021	17:00	Hall, Mathew - 10000265	925	4	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
8/10/2021 - Updated by Mathew Hall Start = 5:00:00 PM / CallSign = A0265 / Hrs Worked = 4 / Vehicle = 925 / V Hrs = 4 / Division = MCSO Squad 2W / On Duty = No See Log							
ON Aug 10 2021 9:06PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
8/15/2021	14:00	Hall, Mathew - 10000265	925	4	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
8/15/2021 - Updated by Mathew Hall Start = 2:00:00 PM / CallSign = A0265 / Hrs Worked = 4 / Vehicle = 925 / V Hrs = 4 / Division = MCSO Squad 2W / On Duty = No See log							
ON Aug 15 2021 6:15PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
8/18/2021	17:00	Kelleher, Richard - 11007313	994	2.5	2.5	\$40.00	\$100.00
ADMIN UPDATE FOR NEXT PAYROLL							
8/18/2021 - Updated by Richard Kelleher Start = 6:30:00 PM / CallSign = NA / Hrs Worked = 2.5 / Vehicle = 994 / V Hrs = 2.5 / Division = MCSO Squad 1W / On Duty = No I was late to the detail due to being tied up on a call for service. 2021-021153							
ON Aug 18 2021 9:22PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
10/7/2021	20:00	Gulash, Connor - 11004105	379	4	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
10/8/2021 - Updated by Connor Gulash Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 379 / V Hrs = 4 / Division = MCSO Squad 3W / On Duty = No Requested log was completed.							
ON Oct 8 2021 12:05AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
10/11/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
ADMIN UPDATE FOR NEXT PAYROLL							
10/12/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No							
ON Oct 12 2021 12:01AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							

10/20/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
10/21/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No							
ON Oct 21 2021 8:35PM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
10/21/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
10/22/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No							
ON Oct 22 2021 12:25AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
10/29/2021	20:00	Kosakowski, Peter - 16000238	478	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
10/30/2021 - Updated by Peter Kosakowski Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 478 / V Hrs = 4 / Division = MCSO Squad 5W / On Duty = No Patrolled recreation areas of CDD. Moved from location to location multiple times throughout shift. Did not conduct traffic stops as this was a security detail. Guard shack was empty; made contact with security personnel at the pavilion and assisted them in removing loiterers. No enforcement action taken.							
ON Oct 30 2021 12:43AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/1/2021	20:00	Hall, Mathew - 10000265	925	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
11/2/2021 - Updated by Mathew Hall Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 925 / V Hrs = 4 / Division = MCSO Squad 2W / On Duty = No See activity log							
ON Nov 2 2021 12:10AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/4/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
11/5/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No							
ON Nov 5 2021 12:07AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/9/2021	20:00	Kosakowski, Peter - 16000238	478	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
11/10/2021 - Updated by Peter Kosakowski Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 478 / V Hrs = 4 / Division = MCSO Squad 5W / On Duty = No Patrolled recreation areas of CDD as specified in map and instructions. Maintained high visibility through use of cruise lights. Moved from location to location through shift to prevent criminal activity. Guard shack was empty. No enforcement action taken. No traffic enforcement as this was a security detail.							
ON Nov 10 2021 12:22AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/12/2021	20:00	Franczyk, Marc - 10000851	665	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
11/16/2021 - Updated by Marc Franczyk Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 665 / V Hrs = 4 / Division = MCSO CPID / On Duty = No							
ON Nov 16 2021 8:29AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
ON Nov 22 2021 3:05AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/17/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							
11/18/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No							
ON Nov 18 2021 1:17AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
ON Nov 22 2021 3:05AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring: The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.							
11/18/2021	20:00	Houghton, Christopher - 11003107	237	4	4	\$40.00	\$160.00
<b>ADMIN UPDATE FOR NEXT PAYROLL</b>							

11/19/2021 - Updated by Christopher Houghton Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 237 / V Hrs = 4 / Division = MCSO Squad 3E / On Duty = No

**ON Nov 19 2021 12:34AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring:** The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.

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11/26/2021	20:00	Kosakowski, Peter - 16000238	478	4	4	\$40.00	\$160.00
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**ADMIN UPDATE FOR NEXT PAYROLL**

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11/27/2021 - Updated by Peter Kosakowski Start = 8:00:00 PM / CallSign = NA / Hrs Worked = 4 / Vehicle = 478 / V Hrs = 4 / Division = MCSO Squad 5W / On Duty = No See emailed activity log

**ON Nov 27 2021 12:15AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring:** The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.

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11/29/2021	20:00	Shepherd, Ryan - 11004123	154	4	4	\$40.00	\$160.00
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**ADMIN UPDATE FOR NEXT PAYROLL**

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11/30/2021 - Updated by Ryan Shepherd Start = 8:00:00 PM / CallSign = B4123 / Hrs Worked = 4 / Vehicle = 154 / V Hrs = 4 / Division = MCSO Squad 2N / On Duty = No

**ON Nov 30 2021 12:04AM Ref 170105-3F6FC-8774-a EST: Updated by Automatic System Monitoring:** The system noted the last update to the record resulted in a reported closing of the assignment other than scheduled.

<b>Hours:</b>	74.5	<b>\$2,980.00</b>
<b>Vehicle Usage:</b>		<b>66.5</b>
<b>Personnel Estimate:</b>		<b>\$2,980.00</b>

# INVOICE

Invoice # 1446  
Date: 12/02/2021  
Due On: 01/03/2022

Heritage Harbour South Community Development District  
cddinvoice@rizzetta.com  
3434 Colwell Avenue, Ste 200  
Tampa, Florida 33614

## Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
( \$0.00	+ \$1,869.00	) - ( \$0.00	) = <b>\$1,869.00</b>

## HHSOUTH

### Heritage Harbour South Community Development District

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	AC	11/01/2021	Continued review of agenda package and prepare for 11/2 CDD meeting.	1.00	\$267.00	\$267.00
Service	AC	11/02/2021	Tele-conv. with District Manager re: Budget amendment. Prepare Resolution for adoption of revised budget from last fiscal year. Final preparation for CDD meeting and attend meeting.	4.00	\$267.00	\$1,068.00
Service	AC	11/03/2021	Follow-up on action items from 11/2 CDD meeting.	0.25	\$267.00	\$66.75
Service	AC	11/08/2021	Prepare draft demand to M&M re: remediation of walking trail and e-mail to Engineer for review and comment.	0.50	\$267.00	\$133.50
Service	AC	11/10/2021	Continued work/revisions to letter to M&M and e-mail to Chair and Engineer for review and comment.	0.50	\$267.00	\$133.50
Service	AC	11/18/2021	Finalize correspondence to M&M re: commercial area nature walk remediation and mail with copy to client and related parties.	0.25	\$267.00	\$66.75
Service	AC	11/29/2021	Tele-conv. with Supervisor Frankel re: issues for December CDD meeting.	0.25	\$267.00	\$66.75

Service	AC	11/30/2021	Initial review of agenda package for 12/7 CDD meeting.	0.25	\$267.00	\$66.75
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Subtotal \$1,869.00

Total \$1,869.00

## Detailed Statement of Account

### Current Invoice

Date Rec'd Rizzetta & Co., Inc. 12/2/21

D/M approval CN Date 12/7/2021

Date entered 12/3/21

Fund 001 GL 51400 OC 3107

Check #

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1446	01/03/2022	\$1,869.00	\$0.00	\$1,869.00

Outstanding Balance \$1,869.00

Total Amount Outstanding \$1,869.00

*Please make all amounts payable to: Persson, Cohen & Mooney, P.A. and remit to 6853 ENERGY COURT, LAKEWOOD RANCH, FL 34240.*

*Payment is due 30 days from receipt of this invoice. Thank you.*

# Premier Pressure Cleaning LLC

P.O. Box 7222

Ft. Myers, FL 33919


(239) 410-2923

## Invoice

Date	Invoice #
11/8/2021	4265

Bill To
Heritage Harbour CDD c/o Rizzetta and Company 12750 Citrus Park Lane, Suite 115 Tampa, FL 33625

P.O. No.	Terms
	Due on receipt

Quantity	Description	Rate	Amount
	3 Year Contract: 2019, 2020, 2021		
	Lighthouse Cove & Stoneybrook		
	Pressure Clean Curbing - 114,048 LF	13,685.76	13,685.76
	Pressure Clean Sidewalk - 13,205 LF of 5' wide	3,961.50	3,961.50
	Pressure Clean Sidewalk - 2,575 LF of 8' wide	1,236.00	1,236.00
	Water & Hydrant Meter Fee	350.00	350.00
	10% Discount for 3 Year Contract	-1,923.33	-1,923.33
<b>RECOMMENDED FOR PAYMENT:</b>		Date Rec'd Rizzetta & Co., Inc.	11/18/21
 11/18/21		D/M approval <u>CN</u>	Date 11/29/2021
		Date entered	11/29/21
		Fund 001	GL 54100 OC 4610
		Check #	
Thank you for your business.		<b>Total</b>	\$17,309.93

**Rizzetta & Company, Inc.**  
**3434 Colwell Avenue**  
**Suite 200**  
**Tampa FL 33614**

# Invoice

Date	Invoice #
12/1/2021	INV0000063095

## Bill To:

HERITAGE HARBOUR SOUTH CDD  
3434 Colwell Avenue, Suite 200  
Tampa FL 33614

Services for the month of	Terms	Client Number
December	Upon Receipt	00261

Description	Qty	Rate	Amount
Management Services	1.00	\$2,321.75	\$2,321.75
Administrative Services	1.00	\$417.00	\$417.00
Accounting Services	1.00	\$1,667.00	\$1,667.00
Financial & Revenue Collections	1.00	\$437.50	\$437.50
<p>Date Rec'd Rizzetta &amp; Co., Inc. <u>11/23/21</u></p> <p>D/M approval <u>CN</u> Date <u>11/29/2021</u></p> <p>Date entered <u>11/29/21</u></p> <p>Fund <u>001</u> GL <u>51300</u> OC <u>3101</u> \$2,321.75</p> <p><u>3100</u> \$417.00</p> <p><u>3201</u> \$1,667.00</p> <p>Check # <u>3111</u> \$437.50</p>			
<b>Subtotal</b>			\$4,843.25
<b>Total</b>			\$4,843.25

**Rizzetta Technology Services**

3434 Colwell Avenue

Suite 200

Tampa FL 33614

**Invoice**

Date	Invoice #
12/1/2021	INV0000008235

**Bill To:**

HERITAGE HARBOUR SOUTH CDD  
3434 Colwell Avenue, Suite 200  
Tampa FL 33614

Services for the month of	Terms	Client Number
December		00261

Description	Qty	Rate	Amount
Email Accounts, Admin & Maintenance	5	\$15.00	\$75.00
Website Compliance and Management	1	\$100.00	\$100.00
<div>Date Rec'd Rizzetta &amp; Co., Inc. <u>11/23/21</u> D/M approval <u>CN</u> Date <u>11/29/2021</u> Date entered <u>11/29/21</u> Fund <u>001</u> GL <u>51300</u> OC <u>4904</u> Check # _____</div>			
<b>Subtotal</b>			\$175.00
<b>Total</b>			\$175.00

## Schappacher Engineering LLC

PO Box 21256  
 Bradenton, FL 34204  
 941-251-7613

**Invoice**

Date	Invoice #
12/3/2021	2042

Bill To
Heritage Harbour CDD C/O Rizzetta & Company 3434 Colwell Avenue, Suite 200 Tampa, FL 33614

		Terms	Project	
		Due on receipt	HH South CDD Engineering...	
Serviced	Description	Quantity	Rate	Amount
11/1/2021	Prep work for CDD meeting, review agenda items, coordinate with radar sign vendors, search web for costs.	0.75	150.00	112.50
11/3/2021	Review e-mail from board chair regarding work on River Heritage Blvd. Coordinate with parcel 19/20 developer for updates.	0.75	150.00	112.50
11/5/2021	Coordinate with District Manager, CDD and HOA on upcoming pressure washing schedule. Review responses from parcel 19 & 20 engineer and send updates to board members.	0.5	150.00	75.00
11/8/2021	Forward pressure washing vendors insurance documents to District Manager. Send schedule updates to board.	0.25	150.00	37.50
11/9/2021	Review letter from District Attorney regarding Beacon Lake repairs.	0.25	150.00	37.50
11/11/2021	Create radar reports.	0.5	90.00	45.00
11/11/2021	Respond to concerns over pressure washing along curbs and common area sidewalks. Review invoice for radar sign relocation and send to District Manager for processing.	0.75	150.00	112.50
11/16/2021	Review files for site reviews and prepare map of all locations. Site reviews to check on completion of pressure washing, review deficient areas, check on Beacon Lake repairs.	2	150.00	300.00
11/18/2021	Prepare stormwater needs analysis report, prepare documents for sidewalk flume and radar signs.	4	90.00	360.00
11/18/2021	Review pressure washing invoice and send to Rizzetta for processing.	0.25	150.00	37.50
11/19/2021	Send map to relocate radar signs to new location. Send document to District Manager on CDD deficiencies for sidewalk flume.	0.75	150.00	112.50
11/22/2021	Prepare stormwater needs analysis.	0.5	90.00	45.00
11/29/2021	Coordinate with Rizzetta manager and board for fence repairs, coordinate with vendor for relocating radar signs.	0.5	150.00	75.00
11/30/2021	Coordinate with vendor to relocate radar signs, coordinate with staff to prepare radar reports for board members.	0.75	150.00	112.50
11/30/2021	Collect data from radar signs, create radar reports, transfer files and set up new sign location.	3.75	90.00	337.50
Date Rec'd Rizzetta & Co., Inc.		12/9/21		
D/M approval <i>CN</i>		Date 12/21/2021		
Please make checks payable to Schappacher Engineering Thank you for your business!			<b>Total</b>	\$1,912.50
Date entered 12/17/21				
Fund 001 GL 51300 OC 3103				
Check #				





Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

2/3

Invoice Number: 6337957  
Account Number: 251235000  
Invoice Date: 11/24/2021  
Direct Inquiries To: LEANNE DUFFY  
Phone: 407-835-3807

HERITAGE HARBOUR SOUTH CDD  
ATTN DISTRICT MANAGER  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

HERITAGE HARBOUR SOUTH CDD CUSTODY

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE \$1,000.00

All invoices are due upon receipt.

Date Rec'd Rizzetta & Co., Inc. 12/6/21  
D/M approval CN Date 12/13/2021  
Date entered 12/10/21  
Fund 001 GL 51300 OC 3105 \$916.67  
15500 \$83.33  
Check #

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

HERITAGE HARBOUR SOUTH CDD CUSTODY

Invoice Number: 6337957  
Account Number: 251235000  
Current Due: \$1,000.00  
Direct Inquiries To: LEANNE DUFFY  
Phone: 407-835-3807

Wire Instructions:

U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 251235000  
Invoice # 6337957  
Attn: Fee Dept St. Paul

Please mail payments to:

U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690



Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 6337957  
Invoice Date: 11/24/2021  
Account Number: 251235000  
Direct Inquiries To: LEANNE DUFFY  
Phone: 407-835-3807

HERITAGE HARBOUR SOUTH CDD CUSTODY

Accounts Included 251235000

In This Relationship:

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04050 Custodian	1.00	1,000.00	100.00%	\$1,000.00
<b>Subtotal Administration Fees - In Advance 11/01/2021 - 10/31/2022</b>				<b>\$1,000.00</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$1,000.00</b>



## **Tab 3**



Rizzetta & Company

# District Manager's Report

February 1

# 2022

## UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 1, 2022
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022
- **Next Election (Seats 3 and 5):** Elections for these seats will be held in 2022

<u>FINANCIAL SUMMARY</u>	<u>12/31/2021</u>
General Fund Cash & Investment Balance:	\$569,020
Reserve Fund Cash & Investment Balance:	\$559,275
Debt Service Fund Investment Balance:	<u>\$912,541</u>
<b>Total Cash and Investment Balances:</b>	<b>\$2,040,836</b>
<b>General Fund Expense Variance: \$11,094</b>	<b>Under Budget</b>

RASI Reports [rasireports@rizzetta.com](mailto:rasireports@rizzetta.com) • CDD Finance Team [CDDFinTeam@rizzetta.com](mailto:CDDFinTeam@rizzetta.com)



Rizzetta & Company

## UPDATES:

- Received the 4th Quarter Compliance Audit from Campus Suite for Heritage Harbour South's website, the compliance audit has been performed and they are 100% in compliance with the statutory requirements.
- The Wildlife Sign has been purchased and will be placed on Heritage Isle Way. The speed related signs are in the process of being purchased and the board will be updated when they arrive.
- FHP seem to be doing very well so far and patrols locations are welcomed so that there is adequate coverage of the whole community.