

District: **HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Tuesday, December 15, 2020

Time: 5:30 PM

Location: Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, Florida 33558

Dial-in Number: +1 253 215 8782

Meeting ID: 836 6395 2309

Agenda

Note: For the full agenda package, please contact jleger@dpfgmc.com

I. Roll Call

II. Audience Comments

III. Office of Elected Supervisors & Form 1

A. Seat 1 – Shelley Grandon

B. Seat 2 – Vacant

C. Seat 3 – Clint Swigart

D. Oath of Office

Exhibit 1

E. Acceptance or Waiver of Compensation

F. Form 1

Exhibit 2

G. Review of Sunshine Law and Supervisor Duties

Exhibit 3

H. Consideration & Adoption of **Resolution 2021-01**, Designating Officers

Exhibit 4

IV. Landscape & Pond Maintenance

A. Greenview Landscape as Inspected by OLM – December 3, 2020 – 95%

Exhibit 5

B. Steadfast Environmental – Waterway Inspection Report

Exhibit 6

V. Operations

A. Golf Course Report

Exhibit 7

B. DPFG Operations Report – December 2020

Exhibit 8

VI. Administrative

A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held October 22, 2020

Exhibit 9

B. Consideration for Acceptance – The November 2020 Unaudited Financial Report

Exhibit 10

VII. Business Matters

- A. Consideration & Adoption of **Resolution 2021-02**, Designating Local Records Office Exhibit 11
- B. Consideration of Blue Wave Lighting Alligator Signs Proposal - \$395.00 Exhibit 12
- C. Consideration of Greenview Landscaping Proposals Exhibit 13
 - Install Landscape Material - \$330.00
 - 4324 Waterford Landing Palm Tree Trimming Request - \$300.00
 - Barrier Plant Material Installation - \$6,600.00
- D. Consideration of Palm Tree Trimming Proposals Exhibit 14
 - Green Thumb Unlimited - \$10,210.00
 - Greenview Landscaping - \$11,140.00
- E. Consideration of Viburnum Bush Replacement Proposal Options Exhibit 15
 - Greenview Landscaping - \$1,600.00
 - Green Thumb Unlimited - \$1,450.00
- F. Discussion of Hours Available to Tour Restaurant Exhibit 16
- G. Presentation & Consideration of Supervisor Resignation Letter Exhibit 17
- H. Consideration of International Consulting Group Utility Audit Agreement Exhibit 18
- I. Consideration of Healthy Insurance Renewal Exhibit 19
- J. Discussion of FY 2020 Rollover Exhibit 20
- K. Discussion of Holiday Bonus for Employees
- L. Discussion of Restaurant RFP Interview
- M. Discussion of Second Meeting for Restaurant RFP Decision Making

VII. Staff Reports

- A. District Manager
- B. District Attorney
- C. District Engineer

VIII. Supervisors Requests

IX. Audience Comments – New Business – *(limited to 3 minutes per individual for non-agenda items)*

X. Adjournment