

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 with Zoom  
Conference Call Available

Dial-in Number: +1 253 215 8782

Meeting ID: 836 6395 2309

### *Agenda*

*Note: For the full agenda package, please contact [jleger@dpfgmc.com](mailto: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 – November 2020 – 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 <b>Resolution 2021-02</b> , 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. Presentation & Consideration of Supervisor Resignation Letter                            | Exhibit 16 |
| G. Consideration of International Consulting Group Utility Audit Agreement                  | Exhibit 17 |
| H. Consideration of Health Insurance Renewal  | Exhibit 18 |
| I. Discussion of FY 2020 Rollover   |            |
| J. Discussion of Holiday Bonus for Employees  |            |
| K. Discussion of Restaurant RFP Interview and Timeline                                      |            |

## **VIII. Staff Reports**

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

## **IX. Supervisors Requests**

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

## **XI. Adjournment**