

District: **HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, January 28, 2021

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: 893 6975 2549

Agenda

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

I. Roll Call

II. Audience Comments

III. Landscape & Pond Maintenance

A. Greenview Landscape as Inspected by OLM – January 7, 2021 – 96.5% Exhibit 1

B. Steadfast Environmental – Waterway Inspection Report Exhibit 2

IV. Operations

A. Golf Course Report Exhibit 3

B. DPFG Operations Report – January 2021 Exhibit 4

V. Administrative

A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held December 15, 2020 Exhibit 5

B. Consideration for Acceptance – The December 2020 Unaudited Financial Report Exhibit 6

VI. Business Matters

A. Presentation of E-Verify Memo Exhibit 7

B. Presentation & Consideration of Memorandum of Understanding for Employers Exhibit 8

C. Consideration of Utility Audit Agreements Exhibit 9

➤ Sumleran

➤ International Consulting Group

VI. Business Matters – continued

- D. Consideration of Greenview Landscaping Proposals Exhibit 10
- Replacement of Missing Bushes - \$1,600.00
 - Palm Trees Trimming - \$10,210.00
- E. Consideration of Fast Signs Dog Leash Signs Proposal - \$447.54 Exhibit 11
- F. Consideration of Fountain Motor Pump Replacement Proposals Exhibit 12
- Pinch a Penny - \$1,724.98/ 1-yr warranty
 - Pinch a Penny - \$2,424.98/ 3-yr warranty
 - A Quality Pool Service - \$3,590.00/ 1-yr warranty
- G. Consideration of Site Masters Proposals Exhibit 13
- Void Fill-In - \$400.00
 - Steps Replacement Options
 - Option 1 Concrete Steps - \$3,800.00
 - Option 2 Concrete Ramp - \$2,200.00
- H. Presentation of Supervisor Giambelluca’s Resignation Exhibit 14
- I. Consideration of ProPump & Controls Irrigation Pump Replacement Proposal - \$20,068.75 Exhibit 15
- J. Consideration of Roof Repair Proposals Exhibit 16
- Mitchell Roof Systems - \$7,300.00
 - Baldwin Roofing Company - \$7,373.61
- K. Office of Elected Supervisor & Form 1
- Seat 2 -
 - Oath of Office Exhibit 17
 - Form 1 Exhibit 18
 - Sunshine Law & Code of Ethics Exhibit 19
 - Consideration & Adoption of **Resolution 2021-03**, Re-Designating Officers Exhibit 20

VI. Business Matters – continued

L. Discussion of RFP & Proposals

- Restaurant RFP Proposals
- Restaurant RFP
- Additional Questionnaire Responses – *To Be Distributed*

Exhibit
21A
Exhibit
21B

M. Discussion of Employee Pay Increase

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