**MINUTES OF MEETING**
**HERITAGE HARBOR**
**COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development District was held on October 13, 2026 at 5:30 p.m. at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558. The actions taken are summarized as follows:

**FIRST ORDER OF BUSINESS: ROLL CALL**

Mr. Beckett called the meeting to order and conducted roll call.

Present and constituting a quorum were:

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| Shelley Grandon (S1) | Board Supervisor, Chairman |
| Jeffrey Witt (S2) | Board Supervisor, Assistant Secretary |
| David Hubbard (S3) | Board Supervisor, Assistant Secretary |
| Russ Rossi (S4) | Board Supervisor, Vice Chairman |
| James Kelbaugh (S5) | Board Supervisor, Assistant Secretary |

Also present were:

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| Heath Beckett | District Manager, Vesta District Services |
| Samantha Zanoni | District Manager, Vesta District Services |
| Tracy Robin | District Counsel, Straley Robin Vericker *(Virtually)* |
| Tyson Waag | District Engineer, Stantec *(Virtually)* |
| John Panno | Golf Course Manager |
| Adam Rhum | Account Manager, Greenview Landscape (Virtually) |
| Susan Eisenstadt | Project Manager, Enercon (Virtually) |
| Sean McNamara | Mechanical Engineering Supervisor, Enercon (Virtually) |
| Tom Prickett | Project Manager, Rayco Industries (Virtually) |
| David Gilleland | Manager, Double Bogeys Tavern & Grille |
| Tim Gay | Owner, Blue Wave Lighting |

**SECOND ORDER OF BUSINESS: AUDIENCE COMMENTS – AGENDA ITEMS**

*This item was addressed out of order after III. CONSENT AGENDA.*

Comments were made on conservation area perimeter trimming at Harbor Cove Court, and landscape at Sandy Springs on hole 3. Ground saturation at the ponds was noted, and Mr. Rhum was asked to review these areas as well as the shrubs and weeds at the corner of Harbor Lake and Sea Mist.

**THIRD ORDER OF BUSINESS: CONSENT AGENDA**

A. EXHIBIT 1: Approval of the Minutes of the Board of Supervisors Regular Meeting Held September 8, 2026

B. EXHIBIT 2: Acceptance of the Unaudited August 2026 Financial Statements

On a MOTION by Supervisor Kelbaugh, SECONDED by Supervisor Hubbard, WITH ALL IN FAVOR, the Board approved Consent Agenda – items A-B as presented, for Heritage Harbor Community Development District.

**FOURTH ORDER OF BUSINESS: BUSINESS MATTERS**

A. District Engineer – *Tyson Waag, Stantec*

1. Status of Reclaimed Water Meter Project – *Tom Prickett, Rayco Industries*

Mr. Waag and Mr. Prickett provided an update on the project - the control panel construction is underway, and should be ready for installation in November. The latest project completion estimate is mid-December.

a. WALK-ON EXHIBIT A: Ratification of Approval of Rayco Change Order #5 for Curb Removal - $5,000.00

On a MOTION by Supervisor Witt, SECONDED by Supervisor Rossi, WITH ALL IN FAVOR, the Board ratified approval of Rayco Change Order #5 for curb removal, in the amount of $5,000.00, for Heritage Harbor Community Development District.

B. EXHIBIT 3: Restaurant Operations – *David Gilleland/Charles Conover, Double Bogeys Tavern & Grille*

Mr. Gilleland discussed the impact of the weather on sales, the success of the specials, and provided an update on the volunteers for an upcoming event.

C. Aquatic Maintenance Report – *Alex Kurth, Premier Lakes*

Mr. Beckett provided an update on aquatic maintenance and confirmed the Triploid Carp were installed.

1. Consideration of Premier Lakes Proposal(s)

D. EXHIBIT 4: Landscape Maintenance Report – *Adam Rhum, Greenview Landscape*

Mr. Rhum presented the landscape report. Supervisor Grandon requested all vegetation be removed from in front of all the signs and replaced with ground cover.

1. OLM Inspection – Sep 24, 2026 –90%

Mr. Rhum advised that there are a few nature areas and the carryovers from the previous month are addressed first. Discussion followed on a maintenance map. Staff will review records for a copy of the original maintenance map.

Mr. Rhum stated annuals will be installed by the first of December.

Discussion followed on mulch replenishment.

The Board requested two (2) crape myrtles on the east side at the front be installed.

On a MOTION by Supervisor Hubbard, SECONDED by Supervisor Witt, WITH ALL IN FAVOR, the Board approved Greenview Landscape to install 200 yds of mulch in the landscape beds for an amount not to exceed $12,000.00, for Heritage Harbor Community Development District.

A request was made to add a separate line item for mulch to the next budget.

E. WALK-ON EXHIBIT B: Golf Operations – *John Panno, Pro Shop*

*This item was addressed out of order after to III.F. Field Operations.*

Mr. Panno advised of Hillsborough County's response regarding conservation area maintenance, which can only be manual removal of exotic invasive vegetation per the permit.

1. WALK-ON EXHIBIT C: Consideration of AZ Tree Service Proposal #3969 to Trim Trees at Holes 11, 13, and 14 - $3,150.00

Mr. Panno reviewed the scope of the proposal.

On a MOTION by Supervisor Witt, SECONDED by Supervisor Hubbard, WITH ALL IN FAVOR, the Board approved AZ Tree Service proposal #3969 to trim trees at holes 11, 13, and 14, in the amount of $3,150.00, for Heritage Harbor Community Development District.

Mr. Panno discussed the timeline for the greens' renewal. Discussion followed on irrigation, communication plan, security, overseeding, and revenue for FY 2026.

A comment was made on the new sign.

F. EXHIBIT 5: Field Operations – *Michael Bush, Vesta District Services*

Mr. Beckett presented the Field Operations Report. A quote to install a fence behind hole 4 was requested.

G. District Counsel – *Tracy Robin, Straley Robin Vericker*

Mr. Robin advised that his office did not have a copy of the original 2013 maintenance map and provided an update on the response to the RFP for golf course maintenance services.

H. District Manager – *Heath Beckett, Vesta District Services*

1. EXHIBIT 6: Approval of FY 2026 Report of Achieved Goals and Objectives

On a MOTION by Supervisor Kelbaugh, SECONDED by Supervisor Rossi, WITH ALL IN FAVOR, the Board approved the FY 2026 Report of Achieved Goals and Objectives, for Heritage Harbor Community Development District.

2. Consideration of Envera Proposal for Replacement of Security-Related Monitoring Equipment - $1,974.00

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| On a MOTION by Supervisor Grandon, SECONDED by Supervisor Witt, WITH ALL IN FAVOR, the Board approved Envera to replace security-related monitoring equipment in the amount of $1,974.00, for Heritage Harbor Community Development District. |

Mr. Gay presented design options for holiday decorations and additional permanent lighting on the entrance monument and reviewed the decorations currently being installed.

**FIFTH ORDER OF BUSINESS: SUPERVISOR REQUESTS**

A question was raised regarding notification of damage to the gate arm and a request was made for an adjustment to the barrier opening time.

It was confirmed that the District does not maintain the mailboxes.

**SIXTH ORDER OF BUSINESS: AUDIENCE COMMENTS**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS: NEXT MEETING QUORUM CHECK**

*The next Heritage Harbor Community Development District meeting is scheduled for 5:30 p.m. on November 10, 2026 at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Pkwy., Lutz, Florida 33558.*

Quorum was confirmed for the next scheduled regular meeting.

**EIGHTH ORDER OF BUSINESS: ACTION ITEMS SUMMARY**

**District Manager**

- Have A/P send a check to John for A-Z
- Connect with District Engineer regarding a maintenance map
- Call Envera about the loop at the gates

**Field Manager**

- Get a quote for 6’ fence behind hole number 4

**NINTH ORDER OF BUSINESS: ADJOURNMENT**

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| On a MOTION by Supervisor Grandon, SECONDED by Supervisor Rossi, WITH ALL IN FAVOR, the Board adjourned the meeting at 7:10 p.m., for Heritage Harbor Community Development District. |

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

**Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed meeting held on November 10, 2026.**

Heath Beckett

Heath Beckett, Secretary

Shelley Grandon
Shelley Grandon (Nov 23, 2026 09:21:45 EST)

Shelley Grandon, Chair