



Rizzetta & Company

Heritage Harbour South Community Development District

Board of Supervisors' Meeting September 3, 2019

Stoneybrook Golf Club
8000 Stone Harbour Loop
Bradenton, FL 34212

www.heritageharboursouthcdd.org

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT AGENDA

To be held at the Stoneybrook Golf Club, 8000 Stone Harbour Loop, Bradenton, FL
34212.

District Board of Supervisors	Tad Parker Vacant Mike Neville Larry Eichert Richard Lane	Chairperson Vice Chairperson Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Greg Cox	Rizzetta & Company, Inc.
District Counsel	Andrew Cohen	Persson, Cohen & Mooney, P.A.
District Engineer	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 813-933-5571. 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.

August 26, 2019

**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, September 3, 2019 at 4:00 p.m.** at the Stoneybrook Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Appointment of Seat #2..... Tab 1
 - B.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on August 6, 2019 Tab 2
 - C.** Consideration of Operation & Maintenance Expenditures for July 2019 Tab 3
 - D.** HOA Updates
 1. Stoneybrook Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A.** Aquatic Service Reports..... Tab 4
 1. Consideration of Aquatic Systems Contracts Renewal
 - B.** District Counsel
 - C.** District Engineer
 - D.**
 1. Update on Parcels 19 and 20
 2. Status of Sidewalk Repairs
 3. Status of Signage Repairs
 4. Status of Striping Repairs
 5. Status of Roadway Repairs
 6. Traffic Control Measures on River Heritage Blvd.
 - E.** District Manager
 1. Financial Update
 2. Security Update & Traffic Monitoring Report Tab 5
 3. Timeline Review Tab 6
 4. Action Item List Review Tab 7
- 5. NEW BUSINESS**
 - A.** Consideration of Resolution 2019-04; Designating Officers Tab 8
 - B.** Consideration of Resolution 2019-05; Setting FY 2019-2020 Meeting Schedule..... Tab 9

- C. Public Hearing of Fiscal Year 2019-2020 Budget..... Tab 10
 - 1. Consideration of Resolution 2019-06; Adopting
FY 2019-2020 Final Budget..... Tab 11
 - 2. Consideration of Resolution 2019-07; Imposing
Special Assessments..... Tab 12
- D. Discussion on Replacement of Dead Palms
- 6. **SUPERVISOR REQUESTS & COMMENTS**
- 7. **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) 933-5571.

Sincerely,
Gregory B. Cox
Greg Cox, District Manager

Tab 2

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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, August 6, 2019 at 4:00 p.m.** at the Stoneybrook Recreation Center located at 200 Golden Harbour Trail, Bradenton, Florida 34212.

Present and constituting a quorum were:

Tad Parker	Board Supervisor, Chairman
Richard Lane	Board Supervisor, Asst. Secretary
Larry Eichert	Board Supervisor, Asst. Secretary
Michael Neville	Board Supervisor, Asst. Secretary (appointed during the meeting)

Also present were:

Greg Cox	District Manager; Rizzetta & Company
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering

Audience **Present**

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Amend Agenda

On a motion from Mr. Lane, seconded by Mr. Eichert, with all in favor, the Board approved to amend the agenda to add two proposals from Aquatic Systems for Board consideration, for the Heritage Harbour South Community Development District.

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THIRD ORDER OF BUSINESS

Audience Comments

Ms. Jane Lane addressed the Board regarding her disapproval of the riparian barrier around District ponds and her recommendation to remove them.

46 Mr. Tom Bakalar addressed the Board regarding his thoughts regarding the Board's
47 consideration to have the Manatee County Parks and Recreation Department assume
48 the management of the baseball fields.

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50 **FOURTH ORDER OF BUSINESS**

**Acceptance of Resignation of Michelle
Patterson**

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On a motion from Mr. Eichert, seconded by Mr. Lane, with all in favor, the Board accepted the resignation of Michelle Patterson from Supervisor Seat #2, for the Heritage Harbour South Community Development District.

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54 **FIFTH ORDER OF BUSINESS**

**Consideration of Appointment to Seat
#3**

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57 The Board considered four residents for the appointment to the vacant seat #3 of the
58 Board of Supervisors. Mr. Joseph Jaudon, Mr. Lee Miller, Mr. Michael Neville and Mr.
59 Richard Williams were considered and the Board voted 3-0 to appoint Mr. Neville to the
60 Board.

61

62 Mr. Neville was administered the Oath of Office by Mr. Cox, a Notary in the State of
63 Florida, and agreed to accept compensation for serving as a Board member as
64 authorized by Chapter 190, Florida Statutes. Mr. Cohen provided a brief summary of the
65 Florida Sunshine Laws and other relevant information to Mr. Neville and the Board.

66

67 The Board discussed the now vacant seat #2 and requested staff conduct another
68 email blast request to solicit any additional candidates who might be interested in being
69 considered for appointment at the next CDD meeting.

70

71 Mr. Cohen explained to the Board that at the next meeting, the Board will need to
72 take action to select the officers of the Board due to the recent resignations and
73 appointments.

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75 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board
of Supervisors' Regular Meeting held
on June 4, 2019**

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On a motion from Mr. Lane, seconded by Mr. Eichert, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on June 4, 2019, for the Heritage Harbour South Community Development District.

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80 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board
of Supervisors' Special Meeting held
on June 19, 2019**

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On a motion from Mr. Eichert, seconded by Mr. Lane, with all in favor, the Board approved the Minutes of the Board of Supervisors' Special Meeting held on June 19, 2019, for the Heritage Harbour South Community Development District.

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85 **EIGHTH ORDER OF BUSINESS** **Consideration of Operation**
86 **Maintenance Expenditures for May &**
87 **June 2019**
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89 Mr. Cox presented the Operations and Maintenance Expenditures for May 2019
90 totaling \$21,357.29 and June 2019 totaling \$26,166.04.
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On a motion from Mr. Neville, seconded by Mr. Eichert, with all in favor, the Board ratified the payment of the Operations and Maintenance expenditures for May 2019 totaling \$21,357.29 and June totaling \$26,166.04, for the Heritage Harbour South Community Development District.

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93 **NINTH ORDER OF BUSINESS** **HOA Updates**
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95 The Board received an update from Eugene Zeiner regarding the Master HOA.
96 Mr. Zeiner submitted a report which contained several requests including an update of
97 the speed control signage on River Heritage; an evaluation from the District Engineer of
98 the roadway surface of Heritage Green Way; a suggestion that the District Counsel
99 consider legal alternatives for roadway damages; an update of the possible Palm tree
100 insurance claim; a status of the preparation of new District maps. The Board requested
101 that the issue of the replacement of two dead Palms be placed on the next meeting
102 agenda.
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104 **TENTH ORDER OF BUSINESS** **Lighthouse Cove Updates**
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106 The Board received a Lighthouse Cove HOA update from Ayle McEldowney, the
107 new President of the Lighthouse Cove HOA. She expressed her concerns regarding
108 the need for repaving within Lighthouse Cove and the possible need for fencing along
109 an area that allows unwelcomed access to her community.
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111 **ELEVENTH ORDER OF BUSINESS** **Golf Course Updates**
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113 No update was provided.
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115 **TWELFTH ORDER OF BUSINESS** **Staff Reports**
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117 **A. District Counsel**
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119 The Board received an update from Mr. Cohen regarding a recent meeting held
120 with the Manatee County Parks and Recreation to discuss the possibility of
121 having the County manage the baseball fields in the future. Mr. Cohen explained
122 that any plans for this with the County would take months to put together and that
123 for this coming youth baseball season, it was determined that the current
124 management of the fields by the Master HOA needs to continue. The Board
125 discussed the baseball fields management at some length and agreed that the
126 most pressing issue was to ensure that the Cal Ripken League insurance policy
127 needed to be obtained and that the CDD and Master HOA must be listed as an
128 additional insured on their policy for everyone's mutual protection.
129

130 **B. District Engineer**

131
132 The Board received an update from Mr. Schappacher regarding the plans for the
133 developer of Parcels 19 and 20 to install additional traffic calming humps along
134 Lighthouse Cove Drive inside the commercial area. He also presented some
135 conceptual plans for traffic calming speed tables along River Heritage Boulevard
136 for which the Master HOA as agreed to dedicate \$15,000 towards that project. A
137 motion to have Mr. Schappacher continue to pursue quotes for the traffic calming
138 tables failed with a 2 -2 vote with Mr. Lane and Mr. Neville voting no.

139
140 The Board requested that staff reach out to Heritage Harbour North and Market
141 Place CDD to determine if they are willing to contribute to any traffic calming
142 measures for River Heritage Boulevard.

143
144 The Board considered bids presented by Mr. Schappacher for sidewalk and curb
145 repairs throughout the District. The Board approved the proposal from ANJ for a
146 total of \$6,147 with instruction to staff to evaluate if the portion dedicated to the
147 Lighthouse Cove Townhomes was actually the responsibility of the CDD to
148 maintain. (Greg, Rick)

149
150 **i. Consideration of Sidewalk & Curb Repairs**

151
152 The Board considered bids presented by Mr. Schappacher for sidewalk and curb
153 repairs throughout the District. The Board approved the proposal from ANJ for a
154 total of \$6,147 with instruction to staff to evaluate if the portion dedicated to the
155 Lighthouse Cove Townhomes was actually the responsibility of the CDD to
156 maintain.

157
On a motion from Mr. Lane, seconded by Mr. Parker, with all in favor, the Board approved the ANJ proposal for sidewalk and curb repairs totaling \$6,147.00 with instruction to staff to evaluate if the portion dedicated to the Lighthouse Cove Townhomes was actually the responsibility of the CDD to maintain, for the Heritage Harbour South Community Development District.

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159 **ii. Consideration of Signage Repairs**

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161 The Board considered bids presented by Mr. Schappacher for signage repairs
162 and approved the bid from Beautiful Mailboxes for \$840.75.

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On a motion from Mr. Lane, seconded by Mr. Parker, with all in favor, the Board approved the Beautiful Mailboxes proposal for signage repairs totaling \$840.75, for the Heritage Harbour South Community Development District.

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165 **iii. Consideration of Striping Repairs**

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167 The Board considered a bid presented by Mr. Schappacher for striping repairs
168 and approved the bid from AAA Signage and Striping for 7,914.38.

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On a motion from Mr. Parker, seconded by Mr. Lane, with all in favor, the Board approved the AAA Signage and Striping proposal for striping repairs totaling \$7,914.38, for the Heritage Harbour South Community Development District.

iv. Consideration of Roadway Resurfacing

The Board approved, after consideration and discussion, a proposal from AJAX Asphalt for roadway resurfacing within the Community for \$121,645.

On a motion from Mr. Neville, seconded by Mr. Lane, with all in favor, the Board approved the AJAX Asphalt proposal for roadway resurfacing totaling \$121,645.00, for the Heritage Harbour South Community Development District.

On a motion from Mr. Neville, seconded by Mr. Parker, with all in favor, the Board approved to extend the meeting for 30 additional minutes, for the Heritage Harbour South Community Development District.

C. Aquatic Report

Ms. Liz Roche with Aquatic Systems provided an update regarding pond maintenance. She also presented the results of the midge fly assessment conducted on pond # 36 and discussed the recommendation of adding an aeration system to this pond. The Board did not express interest in considering an aeration system at this time.

On a motion from Mr. Lane, seconded by Mr. Parker, with all in favor, the Board approved the Aquatic Systems proposal for Midge Fly treatment for pond #36 in the amount of \$1,269.00, for the Heritage Harbour South Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of ADA Website Accessibility Proposals

The Board reviewed three proposals for website ADA accessibility compliance work and website hosting. The Board approved the proposal from Campus Suite.

On a Motion by Mr. Neville, seconded by Mr. Eichert, with all in favor, the Board of Supervisors approved the Campus Suites proposal for ADA accessibility compliance work and website hosting, for the Heritage Harbour South Community Development District.

FOURTEENTH ORDER OF BUSINESS

Consideration of Technology Agreement

The Board approved the agreement with Rizzetta for Website Technology work associated with Chapter 189 compliance and other necessary work with the District website.

On a Motion by Mr. Lane, seconded by Mr. Eichert, with all in favor, the Board of Supervisors approved the Rizzetta Technology Agreement, for the Heritage Harbour South Community Development District.

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FIFTEENTH ORDER OF BUSINESS

**Ratification of Fiscal Year 2017-2018
Audit**

On a Motion Mr. Neville, seconded by Mr. Lane, with all in favor, the Board of Supervisors unanimously approved to ratify the Chairman's approval of the Fiscal Year 2017-2018 Audit, for the Heritage Harbour South Community Development District.

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SIXTEENTH ORDER OF BUSINESS

**Discussion of Aquatic System's
Contract Renewal**

This item was tabled.

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SEVENTEENTH ORDER OF BUSINESS

Supervisor Requests and Comments

This item was tabled.

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EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Mr. Lane, seconded by Mr. Parker, with all in favor, the Board approved to adjourn the meeting at 6:21 p.m. for the Heritage Harbour South Community Development.

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Secretary / Assistant Secretary

Chairman / Vice Chairman