



Rizzetta & Company

Heritage Harbour South Community Development District

**Board of Supervisors' Meeting
November 5, 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 Larry Lovell Mike Neville Larry Eichert Richard Lane	Chairperson Assistant Secretary 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.

October 29, 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, November 5, 2019 at 4:00 p.m.** at the Stoneybrook Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on October 1, 2019..... Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for September 2019..... Tab 2
 - C.** HOA Updates
 1. Heritage Harbour Master HOA
 2. Heritage Harbour Master HOA Stormwater Committee
 3. Stoneybrook HOA
 4. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A.** Aquatic Service Reports..... Tab 3
 - B.** District Counsel
 1. County Stormwater Fees Discussion
 - C.** District Engineer
 - D.** 1. Update on Parcels 19 and 20
 - E.** District Manager
 1. Financial Update
 2. Security Update & Traffic Monitoring Report Tab 4
 3. Timeline Review Tab 5
 4. Action Item List Review Tab 6
- 5. NEW BUSINESS**
 - A.** Consideration of Resolution 2020-01; Designating Officers..... Tab 7
 - B.** Consideration of Granting Heritage Harbour Master Association to Install and Fund 4 Speed Humps
- 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 1

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, October 1, 2019 at 4:00 p.m. at the Stoneybrook Golf Club, 8000 Stone Harbour Loop, Bradenton, Florida 34212.

Present and constituting a quorum were:

- Tad Parker Board Supervisor, Chairman
Larry Lovell Board Supervisor, Asst. Secretary
Michael Neville Board Supervisor, Asst. Secretary
Larry Eichert Board Supervisor, Asst. Secretary

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

Audience Comments

No audience comments.

THIRD ORDER OF BUSINESS

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

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

45 **FOURTH ORDER OF BUSINESS** **Consideration of Operation**
46 **Maintenance Expenditures for August**
47 **2019**
48

49 Mr. Cox presented the Operations and Maintenance Expenditures for August 2019
50 totaling \$22,155.90.
51

On a motion from Mr. Neville, seconded by Mr. Eichert, with all in favor, the Board approved to ratify the payment of the invoices in the Operations and Maintenance expenditures report for August 2019 totaling \$22,155.90, for the Heritage Harbour South Community Development District.

52
53 **FIFTH ORDER OF BUSINESS** **Heritage Harbour Master HOA Updates**
54

55 The Board received a Heritage Harbour Master HOA update from Eugene
56 Zeiner. Mr. Zeiner noted that there were currently 3 seats filled on the Master HOA with
57 one open seat remaining. He discussed asphalt repairs, parking lot repairs, 2020
58 budget approval, parking lot control issues, and the stealing of pet poop bags at the dog
59 park.
60

61 **SIXTH ORDER OF BUSINESS** **Stoneybrook HOA**
62

63 The Board received a Stoneybrook HOA update from Tom Bakalar. He
64 discussed his concerns regarding the issue of reclaimed water and the contract in place
65 with Aquaterra. He suggested that the CDD District Counsel review the Aquaterra
66 contract topic before any actions are taken by the CDD Board with regards to expanding
67 reclaimed water services.
68

69 **SEVENTH ORDER OF BUSINESS** **Lighthouse Cove HOA**
70

71 The Board received information from Rick Schappacher that he had obtained
72 from Ayle McEldowney, with the Lighthouse Cove HOA, regarding the request from
73 LHC HOA to have 9 speed humps/bumps installed in the LHC Community. The Board
74 discussed and resolved to have the topic reviewed by the traffic calming working group.
75 The Board requested more information regarding who LHC intended to have pay for the
76 traffic calming devices and if this request was from the HOA as a Board.
77

78 **EIGHTH ORDER OF BUSINESS** **Staff Reports**
79

80 **A. Aquatic Report**
81

82 The Board received an aquatic service update from Josh McGarry, with Aquatic
83 Systems. Mr. McGarry indicated that a complete wetland inspection would be
84 completed in October with a report presented at the November CDD meeting. He
85 discussed the midge fly treatments still underway on lake #36. Mr. Eichert
86 discussed his concerns about that particular lake and whether there was some
87 unique reason this lake continued to have these issues. Mr. McGarry informed
88 the Board that Jason Jaszczak would be attending future meetings and would
89 ultimately take his place with the oversight of the District waterways inspections.

90 The Board discussed the issue of the two newest Board members (Mike Neville,
91 Larry Lovell) riding along separately with Aquatic Systems at a future inspection
92 of the waterways.
93

94 **B. District Counsel**

95
96 The Board received a District Counsel update from Mr. Cohen and he provided
97 information regarding how the Manatee County Sheriff's Office does not require
98 the CDD to carry Workers Comp Insurance for off-duty Deputy work in the
99 District.
100

101 **C. District Engineer**

102
103 The Board received a District Engineer update from Mr. Schappacher and he
104 discussed a number of topics. He explained that the striping work was still
105 underway on certain District roadways and that information was still being sought
106 regarding the ownership and responsibility of the roadways in the townhome
107 areas. He explained that Aquatic Systems would be assisting with the clearing
108 of vegetation from specific storm water control areas. With regards to sidewalk
109 repairs, he noted that work in Stoneybrook and Lighthouse Cove was completed
110 but was still awaiting the information regarding the townhome areas.
111

112 The Board considered three proposals from two vendors for pressure washing
113 sidewalks and curbs in Lighthouse Cove and Stoneybrook.
114

On a Motion by Mr. Parker, seconded by Mr. Lovell, with all in favor, the Board of Supervisors approved a 3-year proposal from Premier Pressure Cleaning LLC for \$17,309.93 with the possible consideration to not do the sidewalk cleaning in the second year, for the Heritage Harbour South Community Development District.

115
116 Mr. Schappacher discussed the Board's previous request for staff to determine if
117 other CDDs in Heritage Harbour would be willing to help fund the traffic calming
118 speed humps along the major roadways and Mr. Cox advised that Mr. Ward,
119 District Manager of the other CDDs, said they would not be interested.
120

121 Mr. Neville requested if Mr. Schappacher was pleased with the work done on the
122 roadway resurfacing. Mr. Schappacher indicated that the work was performed
123 per the scope of work as outlined.
124

125 Mr. Schappacher indicated that he was still working with the developer of parcel
126 19 and 20 with regards to the erosion issues at Lake # 45. Mr. Lovell opined that
127 he was not very pleased with the drainage and erosion at the site in its current
128 state.
129

130 Mr. Lovell discussed his concerns regarding the east canal and the need for
131 clearing the vegetation from it to make it more functional.
132
133
134

135 **D. District Manager**

136
137 Mr. Cox reminded the Board that the next regular meeting was scheduled for
138 Tuesday, November 5, 2019 at 4:00 p.m. at the Stoneybrook Golf Club. The
139 Board requested staff verify that there was no conflict regarding elections on
140 November 5, 2019 and the CDD meeting.

141
142 Mr. Cox reviewed the security update topic and the Board discussed the topic of
143 off-duty Deputies and their usefulness. The Board requested that the off-duty
144 Deputies be asked to monitor stop sign compliance in Lighthouse Cove and
145 Stoneybrook.

146
147 Mr. Cox reviewed the current time line and action item list. Regarding the
148 reclaimed water topic, the Board requested Mr. Cohen review the Aquaterra
149 contract topic but use no more than 3 billable hours. The Board requested staff
150 revisit the topic of conveyance of pond #57 to Market Place CDD. Regarding the
151 baseball field management topic, the Board agreed that Mr. Lovell will serve as
152 liaison for the CDD to the Master HOA on this particular topic.

153
154 **NINTH ORDER OF BUSINESS** **Discussion of Traffic Calming Devices**

155
156 The Board discussed the topic of the funding of items where it was debatable if the
157 funding was a CDD or a Master HOA responsibility. A motion for the CDD to expend
158 no more than \$30,000 for the installation of traffic calming with the Master HOA funding
159 \$15,000 of that amount failed to pass on a 2-2 vote with Mr. Neville and Mr. Lovell
160 voting no.

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162 **TENTH ORDER OF BUSINESS** **Presentation of Arbitrage Report**

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On a Motion by Mr. Neville, seconded by Mr. Lovell, with all in favor, the Board of Supervisors accepted and filed the LLS Tax Solutions Arbitrage Rebate Calculation Report Bond Series 2015, for the Heritage Harbour South Community Development District.

164
165 **ELEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-01;**
166 **Designating Officers**

167
168 This item was tabled.

169
170 **TWELFTH ORDER OF BUSINESS** **Supervisor Requests and Comments**

171
172 There were no supervisor requests.

180 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

181

182 On a motion from Mr. Neville, seconded by Mr. Lovell, with all in favor, the Board
183 approved to adjourn the meeting at 5:58 p.m. for the Heritage Harbour South
184 Community Development.

185

186

187

188 _____
Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Tab 2

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures September 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2019 through September 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$45,833.12**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001185	0000454609	Monthly Lake Maintenance 09/19	\$ 2,244.00
Aquatic Systems, Inc.	001185	0000454610	Monthly Wetland Maintenance 09/19	\$ 2,712.00
Egis Insurance Advisors, LLC	001173	9325	Policy 100118619 10/01/19-10/01/20	\$ 20,002.00
Larry G. Lovell	001181	LL090319	Board of Supervisor Meeting 09/03/19	\$ 200.00
Lawrence R. Eichert	001174	LE090319	Board of Supervisor Meeting 09/03/19	\$ 200.00
LLS Tax Solutions Inc.	001170	001796	Refunding Bond Series 2015 07/19	\$ 500.00
Manatee County Sheriff's Office	001182	38490	Deputy & Equip/Admin 08/19	\$ 540.00
Michael Joseph Neville	001176	MN090319	Board of Supervisor Meeting 09/03/19	\$ 200.00
Office Dynamics	001177	00029519	1 Book Copied 08/19	\$ 41.87
Persson, Cohen & Mooney, P.A	001178	23063	Professional Services 08/19	\$ 2,451.00
Richard D. Lane	001175	RL090319	Board of Supervisor Meeting 09/03/19	\$ 200.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	001171	INV0000043098	District Management Fees 09/19	\$ 5,031.50
Rizzetta Technology Services	001172	INV0000004676	Email & Website Hosting Services 09/19	\$ 175.00
Schappacher Engineering LLC	001179	1374	Engineering Services 05/19	\$ 3,142.50
Schappacher Engineering LLC	001183	1433	Engineering Services 08/19	\$ 3,920.00
Tad Parker	001180	TP090319	Board of Supervisor Meeting 09/03/19	\$ 200.00
The Beautiful Mailbox Company	001186	158893	6 Stop Sign Instalations 09/19	\$ 840.75
U.S. Bank	001184	5469611	Trustee Fees Series 2015 8/19-07/20	<u>\$ 3,232.50</u>
Report Total				<u>\$ 45,833.12</u>

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Heritage Harbour South Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairperson.

Section 2. _____ is appointed Vice Chairperson.

Section 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Angel Montagna is appointed Assistant Secretary.

Greg Cox is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 5th DAY OF NOVEMBER, 2019.

ATTEST:

**HERITAGE HARBOUR SOUTH
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Asst. Secretary

Chair / Vice Chair