



Rizzetta & Company

Heritage Harbour South Community Development District

Board of Supervisors' Meeting February 4, 2020

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 Mike Neville Larry Lovell 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.

January 27, 2020

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, February 4, 2020 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 December 3, 2019..... Tab 1
 - B.** Consideration of Minutes of Board of Supervisors' Continued Meeting held on January 14, 2020 Tab 2
 - C.** Consideration of Operation & Maintenance Expenditures for November & December 2019..... Tab 3
 - D.** HOA Updates
 1. Heritage Harbour Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A.** Aquatic Service Reports..... Tab 4
 - B.** District Counsel
 - C.** District Engineer
 - D.**
 1. Update on Parcels 19 and 20
 2. Irrigation Valve Status
 - 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.** Discussion of HOA Garage Sale
 - B.** Discussion of Boulders on Right-of-Way on River Heritage Boulevard
 - C.** Establish Audit Committee

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, December 3, 2019 at 4:01 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
Mike Neville	Board Supervisor, Vice-Chairman
Larry Lovell	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
Aylee McEldowney	Representative, Lighthouse Cove HOA
Captain Robert Mealy	District 3 Commander, Manatee County Sheriff's Office

Audience	Present
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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.

The Board received a brief Crime Prevention presentation from Captain Robert Mealy, MCSO. Captain Mealy addressed a number of related issues and answered questions from the audience.

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THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Regular Meeting held
on November 5, 2019**

On a motion from Mr. Neville, seconded by Mr. Parker, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on November 5, 2019, as presented, for the Heritage Harbour South Community Development District.

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FOURTH ORDER OF BUSINESS

**Consideration of Operation
Maintenance Expenditures for October
2019**

Mr. Cox presented the Operations and Maintenance Expenditures for October 2019 totaling \$147,127.44.

On a motion from Mr. Neville, seconded by Mr. Parker, with all in favor, the Board approved to ratify the payment of the invoices in the Operations and Maintenance expenditures report for October 2019 totaling \$147,127.44, for the Heritage Harbour South Community Development District.

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FIFTH ORDER OF BUSINESS

Heritage Harbour Master HOA Updates

The Board received a Heritage Harbour Master HOA update from Eugene Zeiner. Mr. Zeiner discussed a number of recent actions taken by the Master HOA.

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SIXTH ORDER OF BUSINESS

Stoneybrook HOA

No report.

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SEVENTH ORDER OF BUSINESS

Lighthouse Cove HOA

The Board received a Lighthouse Cove HOA update from Ms. Aylee McEldowney. Ms. McEldowney requested consideration for the CDD assisting with expanding a fence line that would help with access issues in the community.

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EIGHTH ORDER OF BUSINESS

Staff Reports

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A. Aquatic Report

The Board received an aquatic service update from Mr. Josh McGarry and Mr. Jason Jaczak, with Solitude. Mr. Neville provided positive comments regarding the walk-through he participated in with Mr. Jaczak recently. He also expressed his concerns regarding invasive Pleco burrowing fish and their potential impact on the pond banks.

88 Mr. Cox presented the agreement with Solitude Lake Management, LLC
89 (formerly Aquatic Systems) that was revised to change from Aquatic Systems to
90 Solitude for the next year beginning January 1, 2020 along with two optional
91 renewal years. Audience comments were solicited for this action as it was not on
92 the posted agenda.
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On a motion from Mr. Lovell, seconded by Mr. Eichert, with all in favor, the Board approved the agreement with Solitude Lake Management, LLC for waterway maintenance (pond and wetlands) beginning January 1, 2020, for the Heritage Harbour South Community Development District.

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95 **B. District Counsel**

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97 No report.

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99 **C. District Engineer**

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101 The Board received a District Engineer update from Mr. Rick Schappacher who
102 provided information related to current Parcel 19 & 20; the speed humps
103 installation on River Heritage Blvd.; the irrigation valve inspections; the east ditch
104 maintenance; the pressure washing project status; the roadway striping project
105 status; and stormwater grates.
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107 **D. District Manager**

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109 Mr. Cox reminded the Board that the next regular meeting was scheduled for
110 Tuesday, February 4, 2020 at 4:00 p.m. at the Stoneybrook Golf Club and that
111 there was no regular January meeting scheduled.
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113 Mr. Cox reviewed the current time line and action item list.
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115 **NINTH ORDER OF BUSINESS**

**Discussion of Stormwater System
Maintenance**

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118 Mr. Larry Lovell opened the discussion of the topic of having the Heritage
119 Harbour Master HOA assume responsibility for the maintenance of all the stormwater
120 systems in Heritage Harbour. The Board members and members present from Master
121 HOA Stormwater Committee discussed several issues involved with the potential
122 transition and concluded that there was agreement in the concept but that it needed to
123 be discussed in more depth to get all the potential issues addressed. The Board
124 members agreed to continue this meeting until January 14, 2020 at 4:00 p.m. at the Golf
125 Club for the purpose of putting a workshop style discussion of the stormwater
126 management on the agenda.
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On a motion from Mr. Lovell, seconded by Mr. Neville, with all in favor, the Board approved to agree to proceed with the concept of the Heritage Harbour Master HOA taking over the total responsibility of the stormwater systems management within and throughout Heritage Harbour, for the Heritage Harbour South Community Development District.

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TENTH ORDER OF BUSINESS

Supervisor Requests and Comments

No Supervisor requests.

ELEVENTH ORDER OF BUSINESS

Continuance

On a motion from Mr. Neville, seconded by Mr. Lovell, with all in favor, the Board continued the meeting to January 14, 2020 at 4:00 p.m. at the Stoneybrook Golf Club, 8000 Stone Harbour Loop, Bradenton, Florida 34212, for the Heritage Harbour South Community Development.

Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

Tab 2

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 continued meeting of the Board of Supervisors was held on **Tuesday, January 14, 2020 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
Mike Neville	Board Supervisor, Vice-Chairman
Larry Lovell	Board Supervisor, Asst. Secretary
Larry Eichert	Board Supervisor, Asst. Secretary
Rick Lane	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Company
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

**Discussion of Stormwater System
Maintenance**

The Board discussed the current status of the stormwater system maintenance. The Board was informed that if the Master HOA were to take over maintenance responsibility for the stormwater system in total, the Master HOA would initiate a Request for Proposals (RFP) for waterway service maintenance for all the CDDs beginning January 1, 2021. This then would permit the current agreement CDD agreement with Solitude to terminate as scheduled on December 31, 2020 unless something changes.

49 On a motion from Mr. Parker, seconded by Mr. Neville, with all in favor, the Board
50 approved that the Master HOA will assume maintenance responsibilities for the total
51 stormwater system within the boundaries of Heritage Harbour South CDD effective
52 January 1, 2021, for the Heritage Harbour South Community Development.

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54 **FOURTH ORDER OF BUSINESS** **Supervisor Requests and Comments**

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56 Mr. Neville requested that a discussion of the boulders that were placed
57 alongside River Heritage Boulevard on either side of the newly installed speed humps
58 be on the February 4, 2020 agenda.

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60 **FIFTH ORDER OF BUSINESS** **Adjournment**

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62 On a motion from Mr. Lane, seconded by Mr. Parker, with all in favor, the Board
63 approved to adjourn the meeting at 4:57 p.m. for the Heritage Harbour South
64 Community Development.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 3

ERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures November 2019 For Board Approval

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

The total items being presented: **\$21,647.94**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001218	0000459880	Midge Fly Treatments 10/19	\$ 1,269.00
Aquatic Systems, Inc.	001218	0000460428	Monthly Lake Maintenance 11/19	\$ 2,244.00
Aquatic Systems, Inc.	001218	0000460429	Monthly Wetland Maintenance 11/19	\$ 2,712.00
Bradenton Herald	001204	04442105	Legal Advertising 09/19	\$ 94.77
Florida Department of Economic Opportunity	001214	73987	Special District Fee 19/20	\$ 175.00
Heritage Harbour Golf Club	001206	110519	Meeting Space Rental 11/05/19	\$ 150.00
Larry G. Lovell	001208	LL110519	Board of Supervisor Meeting 11/05/19	\$ 200.00
Lawrence R. Eichert	001205	LE110519	Board of Supervisor Meeting 11/05/19	\$ 200.00
Michael Joseph Neville	001209	MN110519	Board of Supervisor Meeting 11/05/19	\$ 200.00
Office Dynamics	001210	00029991	1 Book Copied 10/19	\$ 34.17
Persson, Cohen & Mooney, P.A	001215	23262	Professional Services 10/19	\$ 1,637.50
Richard D. Lane	001207	RL110519	Board of Supervisor Meeting 11/05/19	\$ 200.00
Rizzetta & Company, Inc.	001216	INV0000043714	Assessment Roll Preparation FY 19/20	\$ 5,250.00
Rizzetta & Company, Inc.	001211	INV0000044457	District Management Fees 11/19	\$ 5,031.50

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services	001212	INV0000004845	Email & Website Hosting Services 11/19	\$ 175.00
Schappacher Engineering LLC	001217	1469	Engineering Services 10/19	\$ 1,875.00
Tad Parker	001213	TP110519	Board of Supervisor Meeting 11/05/19	<u>\$ 200.00</u>
Report Total				<u>\$ 21,647.94</u>