

July 28, 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, August 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 June 2, 2020 Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for May & June 2020 Tab 2
 - C. HOA Updates
 1. Heritage Harbour Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A. Aquatic Service Reports..... Tab 3
 1. Consideration of Planting Installation Proposals Tab 4
 - B. District Counsel
 - C. District Engineer
 - D. 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 Audit Committee Recommendation
 - B. Discussion of Golf Course Pond Banks
 - C. Discussion of Budget
 - D. Discussion of Disk Golf Course Tab 8
- 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, June 2, 2020 at 4:02 p.m.** using communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, as such orders may be extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum were:

Tad Parker	Board Supervisor, Chairman
Mike Neville	Board Supervisor, Vice-Chairman
Larry Lovell	Board Supervisor, Asst. Secretary
Rick Lane	Board Supervisor, Asst. Secretary
Larry Eichert	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Company
Matt Huber	District Manager; Rizzetta & Company
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering
Jason Jaszak	Representative, Solitude
Liz Rocque	Representative, Solitude

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

Audience members addressed the Board regarding an Activities Group who are interested in asking the CDD to consider installing a Disc Golf Course that is estimated to be in the \$10,000 range to install. Additionally, comments were received regarding the list of issues the Master HOA felt needed to be fixed by the CDD prior to the planned turn-over of the stormwater systems; and the budget planning for the removal of the stormwater systems.

49 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the Board**
50 **of Supervisors Regular Meeting held**
51 **on May 4, 2020**
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On a motion from Mr. Parker, seconded by Mr. Neville, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting held on May 4, 2020, as amended, for the Heritage Harbour South Community Development District.

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54 **FOURTH ORDER OF BUSINESS** **Consideration of Operation**
55 **Maintenance Expenditures for April**
56 **2020**
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58 Mr. Cox presented the Operations and Maintenance Expenditures for April 2020
59 totaling \$17,110.38.
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On a motion from Mr. Lane, 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 April 2020 totaling \$17,110.38, for the Heritage Harbour South Community Development District.

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62 **FIFTH ORDER OF BUSINESS** **Heritage Harbour Master HOA Update**
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64 The Board received a Heritage Harbour Master HOA update from Mr. Gene
65 Zeiner. He informed the Board of the vendor expected to begin maintaining the
66 stormwater systems beginning January 1, 2021. He informed the Board that as of that
67 date, the Master HOA had not discussed the Aquaterra agreement as had been
68 requested. Mr. Eichert raised some issues regarding the status of the ditch clean out.
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70 **SIXTH ORDER OF BUSINESS** **Stoneybrook HOA Update**
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72 There was no Stoneybrook HOA update presented to the Board.
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74 **SEVENTH ORDER OF BUSINESS** **Lighthouse Cove HOA**
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76 There was no Lighthouse Cove HOA update presented to the Board.
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78 **EIGHTH ORDER OF BUSINESS** **Staff Reports**
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80 **A. Aquatic Service Reports - Solitude**
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82 Jason Jaszczak and Liz Rocque provided an update to the Board. Mr. Jaszczak
83 addressed questions from Mr. Lane regarding the wetland plant maintenance.
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85 The Board reviewed three proposals for the removal of vegetation in the
86 stormwater system as required from a SWFWMD inspection conducted by the District
87 Engineer. Mr. Schappacher presented the proposal information from Crosscreek
88 Environmental (\$15,200); Solitude (\$15,967) and Florida Lawn Pros (\$14,600).
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On a motion from Mr. Parker, seconded by Mr. Lane, with all in favor, the Board approved the proposal from Solitude for stormwater system vegetation removal for \$15,967.00, for the Heritage Harbour South Community Development District.

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On a motion from Mr. Parker, seconded by Mr. Eichert, with four in favor, and Mr. Lovell opposed, the Board approved a Solitude proposal for service to maintain the removal of Pletco catfish from pond 30 for a bi-monthly amount of \$525.00 or annual amount of \$3,150.00, for the Heritage Harbour South Community Development District.

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94 **B. District Counsel**

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The Board received a District Counsel update from Mr. Andy Cohen. Mr. Cohen addressed questions from Mr. Lovell regarding the various properties being discussed with Lennar. Mr. Lane indicated the need for emphasis regarding the transfer of areas near the Lighthouse Cove entrance area.

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97 **C. District Engineer**

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The Board received a District Engineer update from Mr. Rick Schappacher. He provided information update regarding parcels 19 and 20 and the entrance planning off the I-75 ramp area. He presented his roadway map update from his 2020 inspection. He reviewed the radar sign speed reports and Mr. Lovell suggested this be reduced to a summary report. Mr. Schappacher presented a proposal for a metal stormwater grate replacement alongside hole #16 for Board consideration.

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100 On a motion from Mr. Neville, seconded by Mr. Lane, with all in favor, the Board approved a grate replacement proposal for \$1,575.00, for the Heritage Harbour South Community Development District.

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102 Mr. Schappacher presented an update of the re-claimed water issue and the conversation had with the County regarding the pressure required and other concerns. He indicated that the reclaimed water from the County would not work for the golf course. He noted that he would need the documentation showing release from the existing reclaimed water contract. Mr. Lovell requested an estimate to bring the current system up to standards.

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104 Mr. Schappacher informed the Board that he had been contacted by an individual regarding a drainage issue at hole #3 and that it is not a CDD issue and that it is an on-site drainage issue of the golf course. Mr. Schappacher also explained that questions raised from this same individual about fish gates had been addressed as well. Mr. Lovell suggested telling the golf course to flush their systems to improve the drainage.

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128 **D. District Manager**

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130 Mr. Cox reminded the Board that the next regular meeting was scheduled for
131 Tuesday, August 4, 2020 at 4:00 p.m.

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133 Mr. Cox reviewed the District financials with the Board and noted that he had not
134 been able to get security reports from the Sheriff's office for this meeting.

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136 Mr. Cox reviewed the timeline items with the Board along with the action item
137 list.

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139 **NINTH ORDER OF BUSINESS** **Discussion of Opening of Recreational**
140 **Facilities**

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142 Mr. Cox addressed the issue with the Board regarding the youth baseball
143 league's desire to use the fields to complete their season. Mr. Cohen provided
144 his thoughts regarding the opening of these fields. Mr. Lane indicated the need
145 for the league to maintain proper social distancing particularly in the rest rooms.
146 The Board discussed the need for staff to ensure the league is maintaining the
147 proper insurance.

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On a motion from Mr. Parker, seconded by Mr. Lovell, with all in favor, the Board provided to allow the baseball fields to open for use contingent upon monitoring by the league and the Master HOA and the assurance that the insurance policies are up to date, for the Heritage Harbour South Community Development District.

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150 **TENTH ORDER OF BUSINESS** **Presentation of Fiscal Year 2020-2021**
151 **Proposed Budget**

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153 Mr. Cox presented the fiscal year 2020-2021 proposed budget for the District.
154 He explained that even though the plan was to transfer the responsibility for stormwater
155 system maintenance to the Master HOA, the budget had not been reduced as a result
156 of that but could be adjusted before the final budget is adopted. Mr. Lane discussed the
157 need to reduce the proposed budget for the removal of the stormwater system
158 requirement and wanted the management fees by 25%. He wanted the reduced fees to
159 be presented by August 1, 2020. Mr. Lane discussed the idea of putting District
160 Services out to bid. The Board discussed further the merits of reducing the Budget by
161 75% and that the reduction may not be appropriate. Mr. Lovell discussed the pending
162 new rates for the stormwater management for the Master HOA and the need to remove
163 costs from the CDD budget. Mr. Zeiner suggested that from a public relations point of
164 view, the CDD budget should decrease.

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On a motion from Mr. Neville, seconded by Mr. Parker, with all in favor, the Board agreed to extend the meeting beyond the 2-hour limit, for the Heritage Harbour South Community Development District.

169 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-04;
Approving Proposed Budget and Set
Public Hearing for September 1, 2020**

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The proposed budget was approved with the adoption of the Resolution and then a few additional budget items were discussed. Mr. Parker suggested that Mr. Cox bring back at the August meeting a reduction of 50% for the stormwater areas for the Board to consider. This was followed by more discussion on how the removal of the stormwater work would impact other areas such as District Engineer costs.

On a motion from Mr. Lane, seconded by Mr. Neville, with all in favor, the Board approved to adopt Resolution 2020-04; Approving Proposed Budget and Set Public Hearing for September 1, 2020, for the Heritage Harbour South Community Development District.

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TWELFTH ORDER OF BUSINESS

Supervisor Requests

182 Mr. Neville requested maps be provided to Ms. Lane regarding the planning for the disc golf course project. He also requested that Ms. Lane's suggestion for a disc golf course be added to the next agenda.

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185 Mr. Lane thanked staff for the removal of the boat he had earlier requested.

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187 Mr. Neville requested more information regarding the status of the punch list items identified by Mr. Bakalar.

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190 Mr. Neville suggested that audience member comments be discussed by the Board at some point.

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193 Mr. Eichert noted that plant materials were expanding and more money was needed for the environmental areas.

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THIRTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Mr. Neville, seconded by Mr. Lane, with all in favor, the Board approved to adjourn the meeting at 6:28 p.m. for the Heritage Harbour South Community Development.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures May 3120 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 3120 through May 1, 3120. This does not include expenditures previously approved by the Board.

The total items being presented: **\$18,175.25**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

May 1, 3120 Through May 1, 3120

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradenton Herald	001292	0004624181 04/19/20	Legal Advertising 04/20	\$ 152.10
Larry G. Lovell	001297	LL050520	Board of Supervisor Meeting 05/05/20	\$ 200.00
Lawrence R. Eichert	001295	LE050520	Board of Supervisor Meeting 05/05/20	\$ 200.00
Michael Joseph Neville	001298	MN050520	Board of Supervisor Meeting 05/05/20	\$ 200.00
Office Dynamics	001302	00031085	5 Book Copied 04/20	\$ 201.15
Persson, Cohen & Mooney, P.A	001299	23858	Professional Services 04/20	\$ 131.00
Richard D. Lane	001296	RL0505202	Board of Supervisor Meeting 05/05/20	\$ 200.00
Rizzetta & Company, Inc.	001293	INV0000049233	District Management Fees 05/20	\$ 5,031.50
Rizzetta Technology Services	001294	INV000000767	Email & Website Hosting Services 05/20	\$ 175.00
Schappacher Engineering LLC	001301	1619	Engineering Services 04/20	\$ 1,147.50
Site Masters of Florida, LLC	001303	051520-1	Sidewalk repair 05/20	\$ 5,270.00
Solitude Lake Management	001304	PI-A00403420	Monthly Lake Maintenance 05/20	\$ 2,355.00
Solitude Lake Management	001304	PI-A00403421	Monthly Wetland Maintenance 05/20	\$ 2,712.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

May 1, 3120 Through May 1, 3120

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tad Parker	001300	TP050520	Board of Supervisor Meeting 05/05/20	<u>\$ 200.00</u>
Report Total				<u>\$ 18,175.25</u>

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures June 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$17,178.18**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
A N J Excavation LLC	001305	Invoice#7	Grates Install 05/20	\$ 3,674.00
Bradenton Herald	001306	0004642803	Legal Advertising 05/20/20	\$ 69.03
Larry G. Lovell	001313	LL060220	Board of Supervisor Meeting 06/02/20	\$ 200.00
Lawrence R. Eichert	001311	LE060220	Board of Supervisor Meeting 06/02/20	\$ 200.00
Manatee County Sheriff's Office	001307	39205	Deputy & Equip/Admin 04/20	\$ 1,440.00
Manatee County Sheriff's Office	001317	39253	Deputy & Equip/Admin 05/20	\$ 1,260.00
Michael Joseph Neville	001314	MN060220	Board of Supervisor Meeting 06/02/20	\$ 200.00
Office Dynamics	001310	00031210	5 Book Copied 05/20	\$ 270.65
Persson, Cohen & Mooney, P.A	001315	23941	Professional Services 05/20	\$ 1,048.00
Richard D. Lane	001312	RL060220	Board of Supervisor Meeting 06/02/20	\$ 200.00
Rizzetta & Company, Inc.	001308	INV0000050116	District Management Fees 06/20	\$ 5,031.50
Rizzetta Technology Services	001309	INV0000005868	Email & Website Hosting Services 06/20	\$ 175.00
Schappacher Engineering LLC	001318	1646	Engineering Services 05/20	\$ 3,210.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tad Parker	001316	TP060220	Board of Supervisor Meeting 06/02/20	<u>\$ 200.00</u>
Report Total				<u>\$ 17,178.18</u>