

January 26, 2021

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 2, 2021 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 1, 2020..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for November 2020..... Tab 2
 - C. Consideration of Operation & Maintenance Expenditures for December 2020..... 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
 1. Aquaterra Update Tab 5
 - C. District Engineer
 1. Lake 48 Bank Restoration Tab 6
 2. Radar Reports
 - a. Heritage Isles Way Monthly Report Tab 7
 - b. Stone Harbour Loop Monthly Report..... Tab 8
 - D. District Manager
 1. Financial Update
 2. Security Update & Traffic Monitoring Report Tab 9
 3. Timeline Review
 4. Action Item List Review
5. **BUSINESS ITEMS**
 - A. Approval of CDD/Master HOA Maintenance Agreement..... Tab 10
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) 533-2950.

Sincerely,
Gary S. Moore
Gary S. Moore
District Manager

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 1, 2020 at 4:02 p.m.** at the Stoneybrook Golf Club located at 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 |
| Louis Brodersen | Board Supervisor, Asst. Secretary |
| Thomas Bakalar | Board Supervisor, Asst. Secretary |

Also present were:

| | |
|------------------|--|
| Gare S. Moore | District Manager; Rizzetta & Company |
| Andy Cohen | District Counsel; Persson, Cohen & Mooney, P.A. |
| Rick Schappacher | District Engineer; Schappacher Engineering |
| Jason Jaszak | Representative, Solitude |

| | |
|----------|----------------|
| Audience | Present |
|----------|----------------|

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

No audience comments.

THIRD ORDER OF BUSINESS

**Consideration of Resumes for Open
Seats**

Mr. Cohen notified the Board that Craig Harvey's resume could not be considered as he was not a resident of Heritage Harbour South.

Mr. Cohen reminded the Board that Seat 2 and Seat 4 were open.

49 Mr. Lovell was appointed to Seat 2 and Mr. Bakalar was appointed to Seat 4, both
50 accepted appointment.

51

52 Mr. Moore administered the Oath of Office to Mr. Lovell and Mr. Bakalar.

53

54 Mr. Cohen reviewed the Chapter 190 FL Statutes and Sunshine Laws/Code of Ethics
55 with all Board members.

56

57 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,
Designating Officers of the Board**

58

59

60 The Board considered Resolution 2021-02, Designating Officer of the Board. A
61 discussion ensued.

62

63 Mr. Neville was nominated for Chairperson and he accepted. Mr. Brodersen was
64 nominated for Vice Chairperson and he accepted. Additionally, Mr. Lovell will assume lead in
65 managing the Financials.

66

On a motion from Mr. Bakalar, seconded by Mr. Parker, with all in favor, the Board approved Resolution 2021-02, Designating Officers of the Board, for the Heritage Harbour South Community Development District.

67

68 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board
of Supervisors Regular Meeting held
on November 10, 2020**

69

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71

On a motion from Mr. Neville, seconded by Mr. Lovell, with all in favor, the Board approved the minutes of the Board of Supervisors meeting held on November 10, 2020, as presented, for the Heritage Harbour South Community Development District.

72

73 **SIXTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for October
2020**

74

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76

77 Mr. Moore presented the Operations and Maintenance Expenditures for October
78 2020 totaling \$51,358.70.

79

On a motion from Mr. Parker, seconded by Mr. Lovell, with all in favor, the Board approved to ratify the payment of the invoices in the Operations and Maintenance expenditures report for October 2020 totaling \$51,358.70, for the Heritage Harbour South Community Development District.

80

81 **SEVENTH ORDER OF BUSINESS**

HOA Updates

82

83 1. Heritage Harbour Master HOA

84

85 There was no Heritage Harbour Master HOA update presented to the Board.

86

2. Stoneybrook HOA

87 There was no Stoneybrook HOA update presented to the Board.

88

89 3. Lighthouse Cove HOA

90

91 There was no Lighthouse Cove HOA update presented to the Board.

92

93 **EIGHTH ORDER OF BUSINESS**

Staff Reports

94

95 **A. Aquatic Service**

96

97 Mr. Jaszczak presented the Solitude aquatic maintenance report. A discussion
98 ensued.

99

100 Mr. Jaszczak reported the Pleco removal at pond 30 was completed, a report
101 will follow. The Master HOA will be taking over aquatics management January
102 1st, 2021. The Board has requested to continue receiving reports

103

104 **B. District Counsel**

105

106 Mr. Cohen with Persson, Cohen & Mooney, P.A. present the District Counsel
107 update. A discussion ensued.

108

109 Mr. Cohen informed the Board that the Master HOA has not met to review
110 maintenance contract. This item will be tabled until February 2021.

111

112 1. Update on Aquaterra

113

114 Mr. Cohen informed the Board that White paper has been created for
115 presentation to Master, North, Marketplace and Riverstrand to consider
116 assuming maintenance and control of the system and no longer rely on
117 Aquaterra, Mr. Cohen will distribute to the Board for review prior to next
118 meeting.

119

120 2. Lennar Update

121

122 With the Lennar parcels in question, Mr. Schappacher will send out maps of
123 parcels in question prior to the February meeting.

124

125 At the Board's request, Mr. Cohen will cease communication with Lennar
126 regarding these parcels.

127

128 **C. District Engineer**

129

130 Mr. Schappacher presented the District Engineer update.

131

132 1. Mr. Schappacher reviewed the vegetation removal by Solitude. A
133 discussion ensued.

134

135 Solitude has fulfilled their contract requirements.

136 Mr. Schappacher found that a large root system remains, this was not
137 anticipated in the project. There is a grey area with regards to ownership
138 of the area. Mr. Schappacher will share map of ponds.
139

140 Mr. Bruce addressed the Board regarding lake banks and other grey
141 areas. He will share information.
142

143 2. Crosscreek vegetation removal approved at last meeting will commence
144 this week.
145

146 3. Mr. Schappacher reviewed Lake 48 Bank Restoration. A discussion
147 ensued.
148

149 Mr. Moore will send a letter to Lennar (North Bank) and Marketplace
150 (West Bank), placing both on notice regarding erosion issues.
151

152 Mr. Schappacher will contact MPOA regarding marking erosion areas.
153

154 4. Mr. Hansen from Light House Cove is preparing a document to add
155 signage and will request Board approval.
156

157 5. Mr. Schappacher is working with MPOA regarding sidewalk and drainage
158 issues.
159

160 **D. District Manager**
161

162 Mr. Moore reminded the Board that the next regular meeting was scheduled
163 for Tuesday, February 2nd, 2021 at 4:00 p.m.
164

165 Mr. Moore reviewed District financials.
166

167 1. Security Update & Traffic Monitoring Report
168

169 Deputy Loaisaga and Lt. J. Jordan's work within the community has been
170 suspended, as requested.
171

172 Mr. Schappacher will get radar sign data downloaded and will share with the
173 Board.
174

175 2. Timeline Review
176

177 Mr. Moore presented the Timeline review.
178

179 3. Action Item List Review
180

181 Mr. Moore presented the Action Item List Review.
182

183 Mr. Moore will review with MPOA regarding EGIS insurance review and brief
184 Board next meeting.

185 Mr. Moore will have EGIS review Disc Golf Park layout.

186

187 The Board discussed sidewalk cleaning. The Board will consider a
188 maintenance plan during budget planning next year.

189

190 **NINTH ORDER OF BUSINESS**

**Consideration of Revised Master HOA
Maintenance Agreement**

191

192

193 The Board decided to table the consideration until the February 2, 2021 meeting.
194 The MPOA legal counsel has not reviewed the consideration.

195

196 Mr. Moore will share draft with new Board members.

197

198 **TENTH ORDER OF BUSINESS**

Supervisor Requests

199

200 Mr. Brodersen will share with Mr. Moore four items he would like included on the
201 next agenda. Mr. Bakalar requested to understand how to add things to agenda,
202 guidance from Mr. Moore was provided.

203

204 **ELEVENTH ORDER OF BUSINESS**

Adjournment

205

206 On a motion from Mr. Brodersen, seconded by Mr. Bakalar, with all in favor, the Board
207 approved to adjourn the meeting at 5:52 p.m., for the Heritage Harbour South
208 Community Development.

209

210

211

212

213

Secretary / Assistant Secretary

Chairman / Vice Chairman

HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures November 2020 For Board Approval

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

The total items being presented: **\$21,125.70**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|-----------------------|---|-----------------------|
| Bradenton Herald | 001382 | 0004757266 09/20 | Legal Advertising 09/20/20 | \$ 129.87 |
| Florida Department of Economic Opportunity | 001384 | 82867 | Special District Fee 20/21 | \$ 175.00 |
| Heritage Harbour Golf Club | 001385 | 111020-HHS Golf | Meeting Space Rental 11/10/20 | \$ 150.00 |
| Larry G. Lovell | 001387 | LL110520 | Board of Supervisor Meeting 11/05/20 | \$ 200.00 |
| Lawrence R. Eichert | 001383 | LE110520 | Board of Supervisor Meeting 11/05/20 | \$ 200.00 |
| Manatee County Sheriff's Office | 001381 | 39435 | Deputy & Equip/Admin 08/20 | \$ 900.00 |
| Manatee County Sheriff's Office | 001381 | 39436 | Deputy & Equip/Admin 09/20 | \$ 1,260.00 |
| Michael Joseph Neville | 001388 | MN110520 | Board of Supervisor Meeting 11/05/20 | \$ 200.00 |
| Office Dynamics | 001389 | 00031965 | 4 Book Copied 11/20 | \$ 50.08 |
| Persson, Cohen & Mooney, P.A | 001390 | 25312 | Professional Services 10/20 | \$ 3,340.50 |
| Richard D. Lane | 001386 | RL110520 | Board of Supervisor Meeting 11/05/20 | \$ 200.00 |
| Rizzetta & Company, Inc. | 001379 | INV0000054190 | District Management Fees 11/20 | \$ 4,843.25 |
| Rizzetta Technology Services | 001380 | INV0000006478 | Email & Website Hosting Services 11/20 | \$ 175.00 |
| Schappacher Engineering LLC | 001391 | 1734 | Engineering Services 10/20 | \$ 3,510.00 |

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--------------------------|---------------------|-----------------------|---|----------------------------|
| Solitude Lake Management | 001393 | PI-A00504021 | Monthly Lake Maintenance 11/20 | \$ 2,355.00 |
| Solitude Lake Management | 001393 | PI-A00504022 | Monthly Wetland Maintenance 11/20 | \$ 2,712.00 |
| Solitude Lake Management | 001393 | PI-A00504023 | Fishies Management Services 11/20 | \$ 525.00 |
| Tad Parker | 001392 | TP110520 | Board of Supervisor Meeting 11/05/20 | <u>\$ 200.00</u> |
| Report Total | | | | <u>\$ 21,125.70</u> |