

February 23, 2021

Board of Supervisors
Heritage Harbour South
Community Development District

AGENDA (REVISED)

Dear Board Members,

The Heritage Harbour South Community Development District regular meeting of the Board of Supervisors will be held on **Tuesday, March 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 revised 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 February 2, 2021Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for January 2021Tab 2
 - C. HOA Updates
 1. Heritage Harbour Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
 - A. Aquatic Service Report
 - B. District Counsel
 - C. District Engineer
 1. Roadway Bid PackageTab 3
 2. Sidewalks & Curbs Bid PackageTab 4
 3. Signage Repairs Bid Package.....Tab 5
 4. Striping Bid PackageTab 6
 - D. District Manager
 1. Financial UpdateTab 7
 2. Security Update & Traffic Monitoring Report
 3. Timeline ReviewTab 8
 4. Action Item List ReviewTab 9
- 5. NEW BUSINESS**
 - A. Discussion of Long-Term Planning for the Community
 - B. Update of Athletic Field Use
- 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,

Greg Cox

Greg Cox

Interim 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, February 2, 2021 at 4:00 p.m.** at the Stoneybrook Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212.

Present and constituting a quorum were:

Mike Neville	Board Supervisor, Chairman
Louis Brodersen	Board Supervisor, Vice-Chairman
Larry Lovell	Board Supervisor, Asst. Secretary
Tad Parker	Board Supervisor, Asst. Secretary
Thomas Bakalar	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	Interim District Manager; Rizzetta & Company
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering
Kayla Schappacher	Representative; Schappacher Engineering
Jason Jaszak	Representative, Solitude
Gene Zeiner	Heritage Harbour South Master HOA (Phone)
Mike Fisher	Heritage Harbour South Master HOA (Phone)

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.

43 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the Board**
44 **of Supervisors Regular Meeting held**
45 **on December 1, 2020**
46

On a motion from Mr. Brodersen, seconded by Mr. Neville, the Board unanimously approved the minutes of the December 1, 2020 CDD Board of Supervisors meeting, for the Heritage Harbour South Community Development District

47
48 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
49 **Maintenance Expenditures for**
50 **November 2020**
51

On a motion from Mr. Parker, seconded by Mr. Neville, the Board unanimously approved to ratify the payment of the invoices (\$21,125.70) in the November 2020 Operations and Maintenance Report, for the Heritage Harbour South Community Development District.

52
53 **FIFTH ORDER OF BUSINESS** **Consideration of Operation and**
54 **Maintenance Expenditures for**
55 **December 2020**
56

On a motion from Mr. Parker, seconded by Mr. Neville, the Board unanimously approved to ratify the payment of the invoices (\$42,064.77) in the December 2020 Operations and Maintenance Report, for the Heritage Harbour South Community Development District.

57
58 **SIXTH ORDER OF BUSINESS** **HOA Updates**
59

60 The Board received a Heritage Harbour Master HOA update from Mr. Gene Zeiner
61 and Mr. Mike Fisher. Mr. Zeiner informed the Board that the Master HOA had received
62 complaints from residents regarding erosion issues at Pond 48 and dissatisfaction
63 regarding the CDD Board's decision to not perform pressure washing on District
64 sidewalks at this time. Mr. Fisher informed the Board that the Master HOA has offered a
65 \$2,500 reward for anyone assisting with identifying those vandalizing the Community.
66

67 **SEVENTH ORDER OF BUSINESS** **Lighthouse Cove HOA**
68

69 There was no Lighthouse Cove HOA representative present to provide an update.
70

71 **EIGHTH ORDER OF BUSINESS** **Staff Reports**
72

73 **A. Aquatic Service**
74

75 Mr. Cox presented the Solitude December waterway maintenance report to
76 the Board for review and discussion. The Board members questioned if they
77 would continue to receive waterway maintenance reports now that the Master

78 HOA had taken over the responsibility for overseeing the new vendor, Pond
79 Professionals. Mr. Zeiner provided a brief update regarding what Pond
80 Professionals had been doing recently. The Board determined that a six-month
81 waiting period would be appropriate to determine how the reporting of pond
82 issues was handled.

83
84 Mr. Cox informed the Board of a returned certified letter addressed to Mr. Jim
85 Ward that discussed the erosion issues on pond 48. He explained that the
86 returned letter was separately emailed to Mr. Ward and it was learned that it had
87 an incorrect address. He also explained that a second letter had been drafted to
88 Lennar on the same subject, but it was undetermined if it had been mailed or not.

89
90 **B. District Counsel**

91
92 The Board received a District Counsel update from Mr. Cohen. He first
93 addressed an agreement with the Golf Course to mow pond banks on ponds 30,
94 34, 38, 50 and 51 for \$290.00 per month that was set to expire. Mr. Cohen
95 indicated he would send the agreement to Mr. Lovell so he could review it with
96 Mr. Zeiner to determine if it were an agreement the Master HOA would take over
97 from the CDD or not.

98
99 1. Update on Aquaterra

100
101 Mr. Cohen next provided an update of the Aquaterra reclaimed water
102 agreement that was set to expire and requested direction from the Board
103 regarding the agreement renewal. The Board discussed the topic at length
104 and the options the Board could consider. Mr. Bakalar suggested a letter to
105 Lennar be prepared. Mr. Schappacher described the actions required to
106 convert the current reclaimed system to one where the County provides the
107 water.

108
109 On a motion from Mr. Parker, seconded by Mr. Neville, the Board unanimously
110 approved to authorized District Counsel to enter into negotiations for an agreement
111 renewal with (Aquaterra) Lennar, for the Heritage Harbour South Community
112 Development District.

113
114 Mr. Cohen next presented the CDD/Master HOA Maintenance as
115 amended for Board consideration.

116
117 On a motion from Mr. Parker, seconded by Mr. Brodersen, the Board unanimously
118 approved the Heritage Harbour South CDD/ Heritage Harbour Master HOA
119 Maintenance Agreement, for the Heritage Harbour South Community Development
120 District

122 On a motion from Mr. Neville, seconded from Mr. Lovell, the Board unanimously
123 approved to appoint Mr. Bakalar as the CDD Board liaison to the Master HOA for
124 waterway maintenance, for the Heritage Harbour South Community Development
125 District.

126
127 **C. District Engineer**
128

129 The Board received a District Engineer update from Mr. Rick Schappacher.
130 He provided an update of the erosion issues associated with pond 48 and the
131 asphalt trail around the pond. He explained that he has received two bids for
132 repairs to the north side of pond 48. He noted that he had one bid from Pond
133 Professionals for \$51,219.00 and a second from Crosscreek for \$61,372.00. He
134 expressed his concern regarding whose responsibility it was for the repairs. Mr.
135 Lovell described a meeting held with a variety of representatives of the
136 community to discuss the issues. He explained that individuals in the meeting
137 were going to work together to create another proposal to fix the most critical
138 items. He also noted that the repair work was discussed as being a cost-share
139 arrangement between the organizations which concerned gave him concern for
140 the residents of Heritage Harbour South CDD. Mr. Zeiner acknowledged that the
141 Master HOA has historically maintained this pond and was not currently planning
142 to ask for funding assistance from Heritage Harbour South CDD to make the
143 necessary repairs. He noted that the Master HOA had initiated conversations
144 with Market Place CDD regarding this pond and its repairs. Mr. Neville
145 requested that Mr. Schappacher still proceed to inspect the area to help ensure
146 that proper safety precautions have been taken.
147

148 Mr. Schappacher presented the radar speed tracking reports for Heritage
149 Isles Way and Stone Harbour Loop and provided an update of the pressure
150 washing work to revisit areas needing additional work. He also updated the
151 Board regarding pothole repairs and the status of his annual inspections planned
152 for this year. He provided an update of the progress of work at Parcels 19 and
153 20 as well as the connection to 64. He noted that Lighthouse Cove was
154 requesting more towing signage and may be coming to the CDD for that. He
155 explained that he obtained speed hump signs proposals for the Master HOA.
156

157 On a motion from Mr. Bakalar, seconded by Mr. Neville, the Board approved, with Mr.
158 Parker voting no, to extend the Board meeting beyond the 2-hour limit for up to one
159 hour, for the Heritage Harbour South Community Development District.

160
161 Mr. Bakalar requested that Mr. Schappacher inform him whether Aquaterra
162 was providing water to Market Place CDD. Mr. Bakalar questioned whether
163 potholes should be addressed by the District Manager versus the District
164 Engineer to save time and funds. Mr. Brodersen expressed his concerns that the
165 Board did not decide to pressure wash the sidewalks this year.
166

167 **D. District Manager**

168
169 The Board received a District Manager update from Mr. Cox. He provided a
170 brief review of the District's current financials and the Off-Duty Deputies' patrol
171 reports. Mr. Bakalar requested information when the CDD Bonds get paid off.
172 (Note, the two Bonds in effect right now get fully paid off in 2032 and 2033). Mr.
173 Bakalar discussed the shifts for the work being done by volunteers at the
174 Sheriff's office. He suggested shifts later in the evening on weekend nights
175 maybe to help with vandalism issues. Mr. Brodersen expressed his concern
176 regarding the issuance of tickets for those 5 or 6 miles over the speed limit. The
177 Board directed staff to work towards shifts in the later times and weekends on a
178 trial basis.

179
180 **NINTH ORDER OF BUSINESS**

Supervisor Requests

181
182 Mr. Bakalar discussed his ideas for a vision for the community and suggested
183 a meeting with Market Place CDD to discuss the vision. He described the on-
184 going and plans for both residential and commercial construction projects. He
185 suggested renovations of the Beacon Lake walking trail; the construction of a
186 fishing pier; improved landscaping; converting the soccer field to an event area;
187 and other ideas that could be considered and possibly transferred to Market
188 Place for future management. He requested that the Board request Mr. Zeiner
189 set up a meeting with the Market Place. Mr. Bakalar requested that this topic be
190 placed on future agendas. The Board discussed the possibility of establishing a
191 formal committee to look at long-term planning for the community.

192
193 Mr. Neville discussed his concern with the current venue being used at the
194 Golf Club due to the background noise and questioned what Rizzetta was
195 planning to do from a management perspective regarding the changing of
196 managers. Mr. Cox explained that he is an interim replacement for Mr. Moore
197 until a new District Manager is identified.

198
199 **TENTH ORDER OF BUSINESS**

Adjournment

200
201 On a motion from Mr. Parker, seconded by Mr. Neville, the Board unanimously
202 approved to adjourn the meeting 6:33 p.m., for the Heritage Harbour South Community
203 Development District.

204
205
206
207 _____
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 January 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$9,230.62**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bob's Busy Bee Printing	001411	65220	Name Plates With Desk Holder 12/20	\$ 77.99
Innersync	001412	19156	Website Compliance 01/21	\$ 384.38
Persson, Cohen & Mooney, P.A	001414	73	Professional Services 12/20	\$ 1,310.00
Rizzetta & Company, Inc.	001409	INV0000055445	District Management Fees 01/21	\$ 4,843.25
Rizzetta & Company, Inc.	001415	INV0000055584	Annual Dissemination Service FY20/21	\$ 1,000.00
Rizzetta Technology Services	001410	INV0000006681	Email & Website Hosting Services 01/21	\$ 175.00
Schappacher Engineering LLC	001416	1783	Engineering Services 12/20	\$ <u>1,440.00</u>
Report Total				\$ <u>9,230.62</u>