

March 30, 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, April 6, 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 March 2, 2021 .....Tab 1
  - B. Consideration of Operation & Maintenance Expenditures for February 2021.....Tab 2
  - C. HOA Updates
    1. Heritage Harbour Master HOA
    2. Stoneybrook HOA
    3. Lighthouse Cove HOA
- 4. STAFF REPORTS**
  - A. Aquatic Service Reports
  - B. District Counsel
    1. Continued Discussion of Aquaterra
    2. Consideration of District Counsel Fees .....Tab 3
  - C. District Engineer
    1. Roadway and Paving Repairs Bids .....Tab 4
    2. Striping Repairs Bids.....Tab 5
    3. Sidewalk & Curb Repair Update
    4. Signage Repairs Update
    5. Phase 1 SWFWMD Re-certification
  - D. District Manager
    1. Financial Update .....Tab 6
    2. Security Update & Traffic Monitoring Report.....Tab 7
    3. Timeline Review .....Tab 8
    4. Action Item List Review .....Tab 9
- 5. NEW BUSINESS**
  - A. Consideration of Resumes for Open Board Seat
    1. Michael Burke.....Tab 10
    2. Philip Frankel.....Tab 11
    3. Robert Valente .....Tab 12

- B. Consideration of Irrigation and Lake Bank Repair Proposal....Tab 13
- C. Discussion of CDD / MHOA Workshop
- D. Continued Discussion of Athletic Field Use.....Tab 14
- 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, March 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    | <b>Board Supervisor, Chairman</b>        |
| Louis Brodersen | <b>Board Supervisor, Vice-Chairman</b>   |
| Tad Parker      | <b>Board Supervisor, Asst. Secretary</b> |
| Thomas Bakalar  | <b>Board Supervisor, Asst. Secretary</b> |

Also present were:

|                  |  |
|------------------|--|
| Greg Cox         | <b>Interim District Manager; Rizzetta &amp; Company</b>    |
| Andy Cohen       | <b>District Counsel; Persson, Cohen &amp; Mooney, P.A.</b> |
| Rick Schappacher | <b>District Engineer; Schappacher Engineering</b>          |

|          |                |
|----------|----------------|
| Audience | <b>Present</b> |
|----------|----------------|

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order at 4:01 p.m. and a roll call determined that there was a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No audience comments.

**THIRD ORDER OF BUSINESS    Resignation of Board Member**

On a motion from Mr. Brodersen, seconded by Mr. Parker, the Board unanimously approved to accept the resignation of Mr. Larry Lovell, effective February 24, 2021, from Seat #2 with a term of office of 2020-2024, for the Heritage Harbour South Community Development District.

42 The Board members requested that staff advertise the vacancy of the seat via  
43 email blast and other means available to the community and seek information  
44 from all those interested in being considered for appointment to the Board. Mr.  
45 Neville requested that those who had previously expressed interest be contacted  
46 to see if they were still interested. The Board requested that the consideration of  
47 those interested in being appointed be placed on the April CDD Meeting agenda.  
48

49 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors Regular Meeting held  
on February 2, 2021**

50  
51  
52  
53 The Board reviewed and amended the minutes of the February 2, 2021 Board  
54 meeting.  
55

On a motion from Mr. Parker, seconded by Mr. Brodersen, the Board unanimously approved the minutes of the February 2, 2021 Board of Supervisors' Meeting, as amended, for the Heritage Harbour South Community Development District.

56  
57 **FIFTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for January  
2021**

On a motion from Mr. Parker, seconded by Mr. Brodersen, the Board unanimously approved to ratify the payment of the invoices in the January 2021 Operations and Maintenance Expenditures Report in the amount of \$9,230.62, for the Heritage Harbour South Community Development District.

61  
62 **SIXTH ORDER OF BUSINESS**

**HOA Updates**

63  
64 The Board received a Heritage Harbour Master HOA update from Mr. Mike  
65 Fisher. Mr. Fisher informed the Board that the Master HOA Board had approved  
66 a \$2,500.00 reward for information leading to the arrest of the individual(s) who  
67 have been vandalizing the amenities in the Central Park area. Mr. Fisher also  
68 informed the Board that the Master HOA Board was considering having security  
69 cameras installed to monitor those areas being vandalized and noted that the  
70 cameras would need to be installed on the areas owned by the CDD, to which no  
71 Board members objected.  
72

73 **SEVENTH ORDER OF BUSINESS**

**Lighthouse Cove HOA**

74  
75 There were no updates provided to the Board from the Stoneybrook HOA or  
76 the Lighthouse Cove HOA.  
77

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Aquatic Service**

Mr. Bakalar described the situation where irrigation pipes on pond banks were becoming exposed due to bank erosion. He suggested the Board consider having the pond banks examined by the Master HOA pond maintenance vendor to determine which ones would be best served by the installation of aquatic plants that would help prevent bank erosion. Mr. Bakalar expressed his thoughts on whether the CDD could fund some of the aquatic plant installation.

**B. District Counsel**

The Board received a District Counsel update from Mr. Andy Cohen. Mr. Cohen informed the Board that he was still seeking guidance from the Master HOA as to whether they wanted to continue with the agreement with the Golf Club for mowing several CDD owned pond banks. He indicated that he would forward the former agreement to Mr. Bakalar.

**1. Update on Aquaterra**

Mr. Cohen discussed his most recent conversations with the attorney who represents the Aquaterra project. He explained where the various options stood from his viewpoint. Following Board discussion of the topic, it was determined this topic would best be discussed with the Master HOA at a workshop. The Board selected a tentative date and time for the workshop as March 31, 2021 at 2:00 p.m. and requested staff to determine if the Master HOA would also be available for that date and time. The Board also expressed interest in having the workshop at the Stoneybrook Recreation Center if it was available.

**C. District Engineer**

The Board received a District Engineer update from Mr. Rick Schappacher. He presented proposed bid packages he intends to send out to vendors for roadway repairs, signage repairs, and roadway striping. He also presented a bid package for sidewalk and curbs and requested the Board to approve to authorize the Chairman to approve a proposal for this with a not-to-exceed amount of \$7,000.00.

On a motion from Mr. Bakalar, seconded by Mr. Parker, the Board unanimously approved to authorize the Chairman to approve a proposal for sidewalk and curb repairs with a not-to-exceed amount of \$7,000, for the Heritage Harbour South Community Development District.

124 **D. District Manager**

125  
126 The Board received a District Manager update from Mr. Greg Cox. He  
127 reminded the Board that the next regular CDD meeting was scheduled for April 6,  
128 2021 at 4 p.m. He provided an update of the number of documents that have  
129 been ratified so far, this fiscal year by Campus Suites for the District website. Mr.  
130 Cox reviewed the January 2021 financials, the off-duty deputies patrol reports,  
131 the most current time-line schedule and the action item list with the Board.

132  
133 **NINTH ORDER OF BUSINESS**

**Supervisor Requests**

134  
135 Mr. Bakalar requested information regarding plans to recognize former Board  
136 members who had left the CDD Board, and it was determined that Mr. Cox would  
137 proceed with obtaining plaques as had been previously done. Mr. Bakalar  
138 requested from Mr. Cox if a two-day limit for responding to an email to him was  
139 sufficient and Mr. Cox affirmed that normally it would be. Mr. Bakalar suggested  
140 that the Board agenda be revamped to have the District Counsel and District  
141 Engineer provide their updates at the beginning of the meeting so they could be  
142 released for the remainder. The Board guidance to Mr. Cox was to give this  
143 format a try at the next meeting.

144  
145 Mr. Bakalar provided an update of his views for the long-term planning for the  
146 Community. The Board discussed the suggestion to have meetings with the  
147 developer M&M to gauge their interest in funding some projects being suggested,  
148 and the Board determined that it would be better to have these discussions first  
149 at the forthcoming workshop with the Master HOA. Mr. Parker provided the  
150 Board with a document that explained his views on the long-term planning. The  
151 Board requested that this agenda item be placed upon the next agenda.

152  
153 A motion from Mr. Parker to adjourn the meeting did not receive a second, so the motion  
154 failed.

155  
156 On a motion from Mr. Bakalar, seconded by Mr. Neville, the Board approved, with a 3-1  
157 vote with Mr. Parker voting no, to extend the CDD meeting by an additional maximum of  
158 30 minutes, for the Heritage Harbour South Community Development District.

159  
160 The Board received an update of the athletic field use by Mr. Brodersen. Mr.  
161 Brodersen presented a report that contained his recommendation to consider  
162 turning the athletic fields over to the County for control. The Board took no  
163 immediate action on the suggestions in Mr. Brodersen's report.  
164

165 **TENTH ORDER OF BUSINESS**

**Adjournment**

166

167 On a motion from Mr. Neville, seconded by Mr. Parker, the Board approved to adjourn  
168 the meeting at 6:27 p.m., for the Heritage Harbour South Community Development  
169 District.

170

171

172 \_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman

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# HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures February 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$27,890.75**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_ Chairperson

\_\_\_\_ Vice Chairperson

\_\_\_\_ Assistant Secretary



# Heritage Harbour South Community Development District

## Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

| <u>Vendor Name</u>            | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>                | <u>Invoice Amount</u>      |
|-------------------------------|---------------------|-----------------------|---|----------------------------|
| Crosscreek Environmental, Inc | 001427              | 8549                  | Repair Storm Water Deficiencies<br>01/21  | \$ 6,055.00                |
| Heritage Harbour Golf Club    | 001422              | 020221-HH Golf        | Meeting Space Rental 02/2/21              | \$ 150.00                  |
| Larry G. Lovell               | 001423              | LL020221              | Board of Supervisor Meeting<br>02/02/21   | \$ 200.00                  |
| Louis Brodersen               | 001421              | LB020221              | Board of Supervisor Meeting<br>02/02/21   | \$ 200.00                  |
| Michael Joseph Neville        | 001424              | MN020221              | Board of Supervisor Meeting<br>02/02/21   | \$ 200.00                  |
| Persson, Cohen & Mooney, P.A  | 001426              | 149                   | Professional Services 01/21               | \$ 1,048.00                |
| Rizzetta & Company, Inc.      | 001417              | INV0000055983         | District Management Fees 02/21            | \$ 4,843.25                |
| Rizzetta Technology Services  | 001418              | INV0000006780         | Email & Website Hosting Services<br>02/21 | \$ 175.00                  |
| Schappacher Engineering LLC   | 001428              | 1807                  | Engineering Services 01/21                | \$ 1,252.50                |
| Solitude Lake Management      | 001419              | PI-A00454153A         | Stormwater Veg Removal &<br>Cleanup 08/20 | \$ 13,367.00               |
| Tad Parker                    | 001425              | TP020221              | Board of Supervisor Meeting<br>02/02/21   | \$ 200.00                  |
| Thomas G Bakalar              | 001420              | TB020221              | Board of Supervisor Meeting<br>02/02/21   | \$ 200.00                  |
| <b>Report Total</b>           |                     |                       |   | <b><u>\$ 27,890.75</u></b> |