

**MINUTES OF MEETING
HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community District was held on Thursday, May 15, 2018 at 6:30 p.m. at the Heritage Harbor Clubhouse 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Comings-Thibault called the meeting to order.

Present and constituting a quorum were:

David Penzer	Board Supervisor, Chairman
Russ Rossi	Board Supervisor, Vice Chairman
Patrick Giambelluca	Board Supervisor, Assistant Secretary
Clint Swigart	Board Supervisor, Assistant Secretary
Shelley Grandon	Board Supervisor, Assistant Secretary

Also present were:

Patricia Comings-Thibault	District Manager
Maik Aagaard	DPFG Assessment Consultant
Tracy Robin	District Counsel
Ray Lotito	District Operations
Tonja Stewart	District Engineer
Wendell Gaertner	PRAG
Jim Poertner	Golf Course Superintendent

The following is a summary of the discussions and actions taken at the May 15, 2018 Heritage Harbor CDD Board of Supervisors meeting.

SECOND ORDER OF BUSINESS – Audience Comments

There being none, next item followed.

THIRD ORDER OF BUSINESS – Landscape & Pond Maintenance

A. Greenview Landscape as Inspected by OLM – May 2018 – Grade – 96%

FOURTH ORDER OF BUSINESS – Operations

A. Golf Course Report

Mr. Poertner presented the Golf Course Report and asked for comments or questions.

Discussion ensued.

B. DPFPG Operations

Mr. Lotito presented the DPFPG Operations Report and asked for comments or questions.

1. Consideration of Resume of Part Time Employee - \$14

On a MOTION by Ms. Grandon, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the Board approved the **Part Time Employee - \$14** for the Heritage Harbor Community Development District.

2. Cleaning Services Proposal – City Wide

On a MOTION by Ms. Grandon, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the City Wide Contract for Janitorial Services for the Heritage Harbor Community Development District.

3. Discussion of Parking – Hillsborough County Sheriff

Sergeant Coddington spoke about the services and enforcements of the Sheriff's officers and the issues of parking.

Discussion ensued.

FIFTH ORDER OF BUSINESS – Administrative

A. Consideration of the Regular Meeting Minutes – April 19, 2018

Mr. Penzer presented the Consideration of the Regular Meeting Minutes – April 19, 2018 and asked for comments, questions or corrections.

On a MOTION by Mr. Giambelluca, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the **Regular Meeting Minutes – April 19, 2018** for the Heritage Harbor Community Development District.

B. Consideration of the April 2018 Unaudited Financial Statements

Ms. Comings-Thibault presented the April 2018 Unaudited Financial Statements and asked for comments or questions.

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the **April 2018 Unaudited Financial Statements** for the Heritage Harbor Community Development District.

SIXTH ORDER OF BUSINESS – Business Matters

A. Presentation Regarding Refunding of Recreational Bonds

Mr. Penzer opened the presentation by addressing some concerns of the residents that had been discussed on Social Media.

Mr. Rossi then gave a presentation about refunding of recreational bonds.

Discussion ensued.

On a MOTION by Ms. Grandon, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved soliciting bank proposals for refinancing the outstanding bonds and borrowing up to an additional \$500,000 for golf course improvements for the Heritage Harbor Community Development District.

B. PRAG Discussion Regarding Financial Options on Series 1997

Mr. Gaertner explained what PRAG does and gave an overview of the financial options.

C. Christovich & Associated Capital Report

Ms. Comings-Thibault presented Christovich & Associated Capital Report.

Discussion ensued concerning improvements recommended in the report.

D. Presentation & Discussion of Resolution 2018-04 Declaring Special Assessments, Indicating Estimated Costs of Improvements & Identifying Bonds to be

Refinanced

Mr. Aagaard presented the Assessment Methodology Report for the proposed improvements.

Discussion ensued.

On a MOTION by Mr. Penzer, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board adopted Resolution **2018-04** Declaring Special Assessments, Indicating Estimated Costs of Improvements & Identifying the Bonds to be Refunded for the Heritage Harbor Community Development District.

E. Presentation & Discussion of Resolution 2018-05 Setting a Public Hearing for the Purpose of Receiving Public Comment on Imposing Special Assessments Relating to the 2018 Loan

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board adopted Resolution **2018-05** Setting the Public Hearing for July 19, 2018 at 6:30 p.m. at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida for the Heritage Harbor Community Development District.

F. Presentation of the FY 2018-2019 Budget & Consideration of Resolution 2018-06 Approving the FY 2018-2019 Proposed Budget and Setting a Public Hearing

On a MOTION by Ms. Grandon, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board adopted Resolution **2018-06** Approving the FY 2018-2019 Proposed Budget at the high water mark and Setting a Public Hearing for July 19, 2018 at 6:30 p.m. at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida for the Heritage Harbor Community Development District.

G. Consideration of Frontier Proposals – Reducing Internet & Phone Service

1. East Main Gate – Reduces from \$195 to \$110 monthly

2. West Main Gate – Reduces from \$122 to \$29 monthly

(Contract amounts do not include taxes and surcharges)

On a MOTION by Ms. Grandon, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the Frontier Proposals reducing the East Main Gate to \$110 monthly and the West Main Gate to \$29 a month for the Heritage Harbor Community Development District.

H. Presentation of Hillsborough County Registered Voter Count 1,499

Ms. Comings-Thibault presented the Hillsborough County Registered Voter Count for Heritage Harbor – 1,499.

I. Consideration of Addendum to the Greenview Landscape Maintenance Contract

Ms. Comings-Thibault presented Consideration of Addendum to the Greenview Landscape Maintenance Contract and asked for comments or questions.

On a MOTION by Ms. Grandon, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the Board approved the Greenview Landscape Maintenance Contract Addendum for the Heritage Harbor Community Development District.

J. Consideration of Greenview Proposal – Debris Removal - \$600

Ms. Comings-Thibault presented Consideration of Greenview Proposal – Debris Removal – \$600.

On a MOTION by Ms. Grandon, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the Greenview Proposal – Debris Removal - \$600 for the Heritage Harbor Community Development District.

EIGHTH ORDER OF BUSINESS – Staff Reports

A. District Manager

There being none, next item followed.

B. District Attorney

There being none, next item followed.

C. District Engineer

There being none, next item followed.

NINTH ORDER OF BUSINESS – Supervisors Requests

Mr. Penzer stated that he wanted to thank everyone and that there was a huge difference in how tonight went because everyone was prepared.

Mr. Giambelluca directly requested of TECO that they repair the streetlight pole on Heritage Harbor Parkway and Sea Mist Lane. Repairs were performed shortly thereafter.

TENTH ORDER OF BUSINESS – Audience Comments

There being none, next item followed.

ELEVENTH ORDER OF BUSINESS – Adjournment

On a MOTION by Ms. Grandon, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the Board adjourned the meeting for the Heritage Harbor Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 6-7-2018.

Signature

Patricia Comings-Thibault

Printed Name

Title: Secretary Assistant Secretary

Signature

David Penzer

Printed Name

Title: Chairman Vice Chairman