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

10 The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community
11 Development District was held on Thursday, July 19, 2018 at 6:30 p.m. at the Heritage Harbor
12 Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

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FIRST ORDER OF BUSINESS – Roll Call

17 Ms. Comings-Thibault called the meeting to order.

18 Present and constituting a quorum were:

19 David Penzer Board Supervisor, Chairman
20 Russ Rossi Board Supervisor, Vice Chairman
21 Patrick Giambelluca Board Supervisor, Assistant Secretary
22 Clint Swigart Board Supervisor, Assistant Secretary

23 Also present were:

24 Patricia Comings-Thibault District Manager
25 Ray Lotito District Manager, DPFPG Field Operations
26 Tracy Robin District Counsel
27 Mike Williams Bond Counsel
28 Wendell Gaertner PRAG
29 Jim Poertner Golf Course Superintendent
30 Michael Johnston PRAG

31 *The following is a summary of the discussions and actions taken at the July 19, 2018 Heritage Harbor
32 CDD Board of Supervisors meeting.*

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SECOND ORDER OF BUSINESS – Audience Comments

36 Moving on to the Second Order of Business, Ms. Comings-Thibault opened the floor for
37 questions and comments from the audience on agenda items. Discussion ensued concerning parking.
38 Sergeant Coddington will be invited to a future meeting to discuss.

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THIRD ORDER OF BUSINESS – Landscape & Pond Maintenance

Moving on to the Third Order of Business, Ms. Comings-Thibault opened the floor to discuss
landscape and pond maintenance. Discussion ensued.

A. **Exhibit 1:** Greenview Landscape as Inspected by OLM – July 2018 – 95.5%

FOURTH ORDER OF BUSINESS – Operations

Moving on to the Fourth Order of Business, Ms. Comings-Thibault opened the floor to discuss
operations. Mr. Poertner presented the golf course report, Exhibit 2 and asked for questions or comments.

A. Golf Course Report

B. **Exhibit 2:** DPFPG Operations

FIFTH ORDER OF BUSINESS – Administrative

42 Moving on to the Fifth Order of Business, Ms. Comings-Thibault opened the floor to discuss
43 administrative matters. Ms. Comings-Thibault presented Exhibit 3 & 4 and asked for questions or
44 corrections.

45 **A. Exhibit 3: Consideration of the Regular Meeting Minutes - June 21, 2018**

46 On a MOTION by Mr. Giambelluca, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the
47 Board approved the meeting minutes from **June 21, 2018** for the Heritage Harbor Community
48 Development District.

49 **B. Exhibit 4: Consideration of the June 2018 Unaudited Financial Statements**

50 On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board
51 accepted the **June 2018** unaudited financial statements for the Heritage Harbor Community
52 Development District.

53 **SIXTH ORDER OF BUSINESS – Business Matters**

54 Moving on to the Sixth Order of Business, Ms. Comings-Thibault opened the floor to discuss
55 business matters. The following agenda items were discussed. Ms. Comings-Thibault called for a motion
56 to open all public hearings at once. MOTION PASSES 3-0.

57 On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board
58 opened the public hearings for the debt assessments, FY 2018/2019 budgets, FY 2018/2019 operating
59 assessments for the Heritage Harbor Community Development District.

60 **A. Public Hearing Regarding Debt Assessments**

- 61 ➤ Open the Public Hearing
- 62 ➤ **Exhibit 5:** Presentation of Supplemental Assessment Methodology Report
- 63 ➤ Public Comment
- 64 ➤ Close the Public Hearing

65 **B. Public Hearing Regarding the FY 2018/2019 Budget**

- 66 ➤ Open the Public Hearing
- 67 ➤ **Exhibit 6:** Presentation of the **FY 2018/2019** Budget
- 68 ➤ Public Comment
- 69 ➤ Close the Public Hearing

70 **C. Public Hearing Regarding FY 2018/2019 Operating Assessments**

- 71 ➤ Open the Public Hearing
- 72 ➤ Public Comment
- 73 ➤ Close the Public Hearing

74 **D. Consideration of Resolution 2018-07, Debt Assessment Resolution**

- 75 ➤ **Supplemental Assessment Methodology Report**

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On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board adopted **Resolution 2018-07, Debt Assessment Resolution** for the Heritage Harbor Community Development District.

E. Consideration of Resolution 2018-08, Annual Appropriation Resolution Adopting the FY 2018/2019 Budget

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board adopted **Resolution 2018-08, Annual Appropriation Resolution Adopting the FY 2018/2019 Budget** for the Heritage Harbor Community Development District.

F. Consideration of Resolution 2018-09, Imposing Assessments to Fund the FY 2018/2019 Operations Budget

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board adopted **Resolution 2018-09, Imposing Assessments to Fund the FY 2018/2019 Operations Budget** for the Heritage Harbor Community Development District.

G. Consideration of Resolution 2018-10, Authorizing the Issuance and Awarding the Sale of its Series 2018 Refunding Note to Hancock Whitney

- **Third Supplemental Trust Indenture**
- **Series 2018 Note (Substantial Form)**
- **Escrow Deposit Agreement**
- **Commitment Letter to Hancock Whitney Bank**

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board adopted **Resolution 2018-10, Authorizing the Issuance and Awarding the Sale of its Series 2018 Refunding Note to Hancock Whitney** for the Heritage Harbor Community Development District.

H. Consideration of Greenview Landscape Proposals:

- **Annual Split with HOA - \$1,890**

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the Greenview Landscape proposal for annuals to be split with the HOA - \$1,890 for the Heritage Harbor Community Development District.

- **CDD Annuals - \$4,235**
- **Debris Cleanup - \$200**

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the proposal for CDD Annuals - \$4,235 and Debris Cleanup - \$200 for the Heritage Harbor Community Development District.

I. Consideration of Fence Pro Proposal - \$895 (boundary fence between Heritage Harbor & Neighboring Community)

On a MOTION by Mr. Rossi, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the Fence Pro proposal - \$895 for the Heritage Harbor Community Development District.

SEVENTH ORDER OF BUSINESS – Staff Reports

Moving on to the Seventh Order of Business, Ms. Comings-Thibault opened the floor for staff reports and asked for questions or corrections. The following agenda items were discussed:

- A. District Manager
- B. District Attorney
- C. District Engineer

EIGHTH ORDER OF BUSINESS – Supervisors Requests

Moving on to the Eighth Order of Business, Ms. Comings-Thibault opened the floor for supervisor comments and requests. It was noted that Supervisor Giambelluca had the street sign at Heritage harbor Parkway and Sandy Shore drive cleaned.

NINTH ORDER OF BUSINESS – Audience Comments

Moving on to the Ninth Order of Business, Ms. Comings-Thibault opened the floor for final questions and comments from the audience on agenda items.

TENTH ORDER OF BUSINESS – Adjournment

Moving on to the Tenth Order of Business, Ms. Comings-Thibault called for a motion to adjourn the meeting. MOTION PASSES 3-0.

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, 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 _____.

Patricia Comings Thibault

Signature

Patricia Comings Thibault

Printed Name

Title: Secretary Assistant Secretary

D. Penzer

Signature

D. Penzer

Printed Name

Title: Chairman Vice Chairman