

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

The regular meeting of the Board of Supervisors of the Heritage Harbor Community Development District was held Thursday, May 15, 2014 at 6:00 p.m. at the Heritage Harbor Clubhouse; 19502 Heritage Harbor Parkway, Lutz, Florida.

Present and constituting a quorum were:

David Penzer	Chairman
Rich Gordon	Vice Chairman
Shelley Grandon	Assistant Secretary
Robert Rossi	Assistant Secretary
Russ Rossi (via telephone)	Assistant Secretary

Also present were:

Jim Hayford	District Manager
Lynn Jackson	Severn Trent
Jim Poertner	Golf Course Superintendent
John Panno	Pro Shop Manager
Greg Tamborello	Director of Operations

*The following is a summary of the discussions and actions taken at the May 15, 2014 Heritage Harbor Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Penzer called the meeting to order and roll was called. Four Supervisors were present with Mr. Russ Rossi attending by telephone.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There not being any comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
April 17, 2014 Regular Meeting**

Each Board member received a copy of the minutes and additions, corrections or deletions were requested.

On MOTION by Mr. Gordon seconded by Ms. Grandon with all in favor, the minutes of the April 17, 2014 meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Approval of Financial Statements**

Mr. Hayford noted 95% of assessments are collected and expenditures are under budget by \$1,200. The bond payment was made on May 1<sup>st</sup>.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor, the April 30, 2014 financials were approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Golf Course**

Mr. Poertner reported the following:

- Posts that were installed to keep vehicles off the field were discussed.
- The transfer pump went down again. We are at \$3,300 for the pump and \$2,000 for installation.
- We are working on the budget.
- We fertilized last week, aerified 9 holes and the course is starting to look good.

Mr. Panno reported the following:

- Play was strong for the month of April. The numbers are a little better than last years.
- There are 7 golf tournaments booked in the five weeks. Plantation Palms closed after Easter.

Mr. Russ Rossi asked if there was an update on the deer hunting on the golf course. It was reported that someone may have heard the hunter's truck today.

*Mr. Panno and Mr. Poertner left the meeting.*

**B. Director of Operations**

Mr. Tamborello reported the following:

- The work approved last month should be in tomorrow.
- All looks good. We are very satisfied with the landscapers.
- Residents need to call Hillsborough County Customer Service for sidewalk issues.

**SIXTH ORDER OF BUSINESS**

**Attorney's Report**

There not being any, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Engineer's Report**

There not being any, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Manager’s Report**

**A. Distribution of the Proposed Budget for Fiscal Year 2015 and Consideration of Resolution 2014-4 Approving the Budget and Setting a Public Hearing**

Mr. Hayford reviewed the budget and the following was mentioned:

- In the General Fund, under Expenditures, Administrative we budgeted and increased the Insurance-General Liability amount by 10% due to industry estimates.
- General Fund – Expenditures – Field, under Contracts-Landscape, \$8,000 over what was budgeted last year (2014). This is based on what the actual expenditure was thru April.
- General Fund – Expenditures – Field – under R&M Other Landscape, a \$20,000 increase was budgeted for 2015.
- We are setting the high water TRIM mark at this meeting.
- The Misc.-Contingency amount of \$63,295 is high as the District is anticipating a SWFWMD item.
- Exhibit “A”, Allocation of Fund Balances, the Reserve Exhibit shows what the District will have at the end of the 2015 budget year in each Reserve Account and the Total Unassigned Cash.
- Recommended to the Board to make a line item in the Reserves for Irrigation and the funds can be moved and used at any time by motion of the Board.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor, establishing an Irrigation Reserve Account by moving \$100,000 from unrestricted funds (Total Unassigned Cash) was approved.

The Consolidated Enterprise Fund proposed budget was briefly discussed with the following noted:

- The Total Operating Revenue amount is the same as last year.
- The 2015 budget amounts essentially mirror the current year amounts.
- The golf course bond has eight more years.

On MOTION by Ms. Grandon seconded by Mr. Penzer with all in favor, resolution 2014-4 approving the budget for fiscal year 2015 and setting the public hearing thereon for August 21, 2014 at 6:00 P.M. at the Heritage Harbor Clubhouse was adopted.

**B. Report on the Number of Registered Voters – 1,349**

As per the notice from the Hillsborough County Supervisor of Elections office as of April 15, 2014 there were 1,349 registered voters within the District.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Penzer inquired about the gate speaker. The speaker failed and Ms. Jackson will check to see if there is a system that indicates when the speaker is not working.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

There not being any comments, the next item followed.

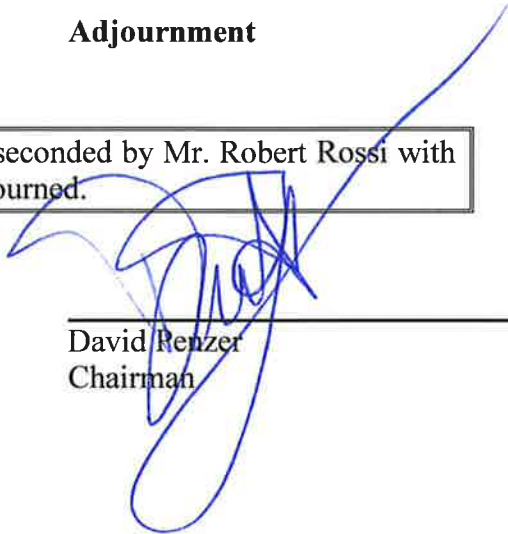
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Grandon seconded by Mr. Robert Rossi with all in favor the meeting was adjourned.

  
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Jim Hayford  
Secretary

  
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David Penzer  
Chairman