

**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, April 21, 2016 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
Rob Rossi	Assistant Secretary
Russ Rossi (via phone)	Assistant Secretary
Shelly Grandon	Assistant Secretary

Also present were:

Jim Hayford	District Manager
John Panno	Pro Shop Manager
Jim Poertner	Golf Course Superintendent
Lynn Jackson	Operations Coordinator
Residents	

The following is a summary of the discussions and actions taken at the April 21, 2016 Heritage Harbor Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

On MOTION by Ms. Grandon seconded by Mr. Penzer with all in favor, authorization for Mr. Russ Rossi to participate in the meeting by phone was approved.
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SECOND ORDER OF BUSINESS

Audience Comments

A resident, Ms. Denise Brown, inquired about running a small soccer camp on the District field. The Board recommended that Ms. Brown stay in touch with Ms. Jackson to arrange for a formal proposal.

Another resident representing Fisherman's Pier and some of her neighbors addressed the Board regarding fencing at the dead end. It was recommended for the residents to call the

County, Hillsborough Public Works and the Sheriffs non-emergency number 813 247-8200 to report violators.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 17, 2016 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 March 17, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements

Mr. Hayford reviewed the financial statements.

On MOTION by Ms. Grandon seconded by Mr. Gordon with all in favor the financial statements for the period ending March 31, 2016 were accepted.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Golf Course

Mr. Poertner reported the following:

- The golf course is in the spring growth.
- The greens are transitioning from winter grass to summer grass nicely.
- Some fertilizer was ordered.

Mr. John Panno reported the following:

- Our groups are starting to head back north. We have three tournaments coming up over the next three weeks.
- The golf cart lease is up, nothing has changed for the renewal. District Counsel is reviewing the lease.

On MOTION by Mr. Gordon seconded by Ms. Grandon with all in favor renewing the golf cart lease, subject to District Counsel's review, was approved.

Mr. Hayford noted March was a good month and hopefully April will be the same. There is a bond payment to be made next week. We need approximately \$106,000+ for the last six months on a monthly basis to hit budget.

We are transitioning over to Jefferson Bank and the new rates on merchant processing saves us approximately \$6,000.

Mr. Russ Rossi complimented the golf staff for a recent, pleasant experience on the course.

The record will reflect Mr. Poertner and Mr. Panno left the meeting.

SIXTH ORDER OF BUSINESS Attorney's Report

Mr. Hayford noted District Counsel asked if he could attend the next Board meeting to discuss the revenue bonds.

Mr. Penzer agreed to have Counsel attend the next meeting and suggested that the attorney's discussion item be placed first on the agenda.

SEVENTH ORDER OF BUSINESS Engineer's Report

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS Manager's Report

- A. Acceptance of the Arbitrage Rebate Report for Recreational Revenue Bonds Series 1997 Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Hayford noted this report is required by the IRS and it is in place so the revenue bonds don't yield higher than what is stated.

On MOTION by Mr. Gordon seconded by Mr. Penzer with all in favor the Arbitrage Rebate Report for Revenue Bonds Series 1997 was accepted.

- B. Engagement Letter from LLS Tax Solutions Inc. to Provide Arbitrage Services

Mr. Hayford recommended that the Board accept the arbitration services as proposed by LLS Tax Solutions, Inc. for the same fee as was previously charged by Berger, Toombs, Elam, Gaines & Frank.

On MOTION by Ms. Grandon seconded by Mr. Penzer with all in favor the engagement letter from LLS Tax Solutions, Inc. was accepted.

C. Acceptance of the Fiscal Year Ended September 30, 2015 Audit

Mr. Hayford noted the Board was provided with a copy of the audit and the Manager’s letter indicates the District complied in all material respects with the requirements for the fiscal year ending September 30, 2015.

On MOTION by Ms. Grandon seconded by Mr. Penzer with all in favor the fiscal year 2015 financial audit performed by Stroemer & Company, LLC was accepted.

D. Legislative Update

Mr. Hayford reviewed the memo provided by District Counsel.

NINTH ORDER OF BUSINESS

Operations Report

- o Ms. Jackson reported she is trying to work on the field and people are not getting back to her. She is still waiting on two people for sidewalks. Bio Mas, recommended by the District Engineer, said they will do the whole job; the grading, sidewalk and the sod. Bio Mas will be the contractor. If there are no more bids in the next two weeks the project will move forward with Bio Mas.
- o The flags are down and will be replaced. The Board recommended getting new ones.

TENTH ORDER OF BUSINESS

Supervisor Requests

- o Mr. Rob Rossi inquired about the employee benefits package, when is it reviewed?
Mr. Hayford responded it is done in the fall and it is reviewed every year.
Mr. Rob Rossi asked to be involved in reviewing the benefits packages the next time they are renewed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Ms. Janice Hernandez discussed an HOA issue regarding tennis leagues. Ms. Grandon suggested that Ms. Hernandez and other interested parties attend the next HOA meeting on May 25th at 6:30 P.M.

A lengthy discussion regarding a potential dog park ensued.

TWELFTH ORDER OF BUSINESS

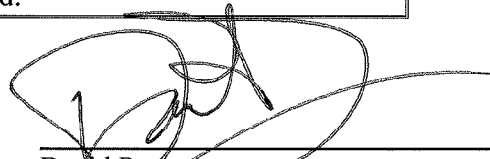
Adjournment

There being no further business,

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



Jim Hayford
Secretary



David Penzer
Chairman