

**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, October 20, 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 (via phone)	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
Jim Poertner	Golf Course Superintendent
John Panno	Pro Shop Manager
Lynn Jackson	Operations Coordinator
Residents	

*The following is a summary of the discussions and actions taken at the October 20, 2016 Heritage Harbor Board of Supervisors meeting*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Hayford called the meeting to order and roll was called. Three Supervisors were present.

On MOTION by Ms. Grandon seconded by Mr. Rob Rossi with all in favor, allowing Mr. Penzer and Mr. Russ Rossi to participate in the meeting via phone was approved.
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**SECOND ORDER OF BUSINESS**

**Audience Comments**

There not being any comments at this time, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the September 15, 2016 Meeting**

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

On MOTION by Ms. Grandon seconded by Mr. Gordon with all in favor, the minutes of the September 15, 2016 meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Financial Statements**

Mr. Hayford noted the General Fund is in good shape. The Enterprise Fund is struggling and the November interest payment will have to be a loan from the General Fund again. Unless the Board directs staff not to move forward with the loan, we will proceed.

Mr. Hayford explained the possibility of refunding the Enterprise Funds with a loan from Valley National Bank. He recommended a note with a 10 year amortization, which would give the Enterprise Fund approximately a \$50,000 annual reduction in cost. This would extend the bonds out three years from what the bonds are currently at seven years. This would be a refinancing, the bonds would go away and the District would have a traditional commercial loan.

We will first go through underwriting and have them bring us a deal. We can decide then if we like or don't like the deal.

On MOTION by Mr. Gordon seconded by Mr. Rob Rossi with all in favor proceeding with pursuing refunding options for the Enterprise Fund was approved.

Mr. Gordon questioned the Holding Account and Mr. Hayford noted he will talk to the accountant about that.

On MOTION by Mr. Gordon seconded by Mr. Rob Rossi with all in favor clearing out the Clearing Account and accepting the September, 2016 financials was approved.

**FIFTH ORDER OF BUSINESS**

**Motion to Assign Fund Balances**

Mr. Hayford noted this is done each year, which is restating that the Districts Reserve Accounts are moved over from the 2016 accounts to the 2017 accounts.

On MOTION by Ms. Grandon seconded by Mr. Gordon with all in favor assigning the fund balance as of 9/30/2016 to the respective Reserve accounts as indicated in the document included in the agenda package was approved.

**NINTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Tech Tower Properties-Land Lease Agreement**

Mr. Hayford explained a land lease request from Tech Tower Properties for a ground lease for a 100' by 100' piece of property near the golf maintenance building for a cell tower. The offer is \$1,000 per month and would go to the Enterprise Fund.

Consensus of the Board was to decline the land lease offer.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Golf Course**

Mr. Poertner reported the following:

- We are preparing for the over-seeding; everything is pretty much cut down.
- The seed price is down to the same price it was last year.
- We spent more money on pre-emergent to put on the tees this year.

Mr. Panno presented his report and noted the following:

- Between September to October we will increase revenue somewhere between \$25K close to \$30K.
- We have a monster golf tournament here Saturday with Steinbrenner baseball, 120 players and they have already booked for next year.
- We will receive \$4,000 from Hillsborough County the week before Thanksgiving.
- Comparison golf course rates were discussed along with an article on the new golf course trend.

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

**SEVENTH ORDER OF BUSINESS**

**Attorney's Report**

There not being any, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Engineer's Report**

There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

**Operations Report**

On behalf of Ms. Jackson Mr. Hayford reported the work authorized last month has been completed. All of the structures have been cleaned up and we should be in good shape on our drainage.

Regarding the park, last month we reported that getting the reclaimed water going was delayed. Therefore, we obtained prices for setting up a pump out of the irrigation pond to do it

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ourselves. The bids received were in the neighborhood of \$22,000 and we decided to go to another plan. We went back to the county and told them they were holding us up and the other plan is to get them to let us use potable water using a regular water meter and charge us the reclaimed rates. We are waiting for an answer from the county on this.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

None.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

An audience member reported on the possibility of the irrigation systems timer being off.

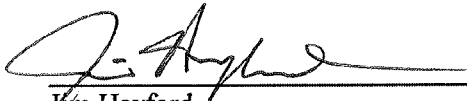
Another audience member inquired about redoing the slats on the bridge.

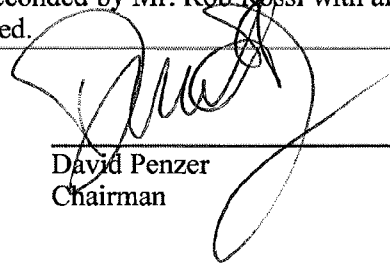
**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
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Jim Hayford  
Secretary

  
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David Penzer  
Chairman