

**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, November 17, 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	Assistant Secretary
Shelly Grandon (via phone)	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 November 17, 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 Ms. Grandon attending by phone

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Penzer acknowledged that this would be the last meeting that Ms. Grandon would attend as a Board member. He thanked her for a great job and especially with the landscaping as it looks beautiful.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the October 20, 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 Mr. Rob Rossi with all in favor, the minutes of the November 17, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements

Mr. Hayford noted for the first month of the new fiscal year we are slightly less than last year.

Mr. Gordon questioned the Clearing account and noted he is displeased with it being part of the financials.

Mr. Hayford noted he will get them to clear it.

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

FIFTH ORDER OF BUSINESS

**Consideration of Audit Committee
Recommendation to Enter into a
Contract with the Selected Audit Firm**

As the Audit Committee met prior to the regular meeting, the committee voted to recommend Berger, Toombs, Elam, Gaines & Frank as the selected auditing firm to perform the financial audit for year ended September 30, 2016 and if mutually agreed, for two annual renewals.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor the recommendation of the Audit Committee to select Berger, Toombs, Elam, Gaines & Frank as the financial auditing firm to perform the FY 2016 audit with a two-year renewal, if mutually agreed, was accepted.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Golf Course

Mr. Poertner reported the following:

- We over-seeded on Monday and the season is going good.

Mr. Panno presented his report and noted the following:

- Play is picking up.
- We had several big tournaments in October. Four tournaments are booked over the next three weeks.

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.

NINTH ORDER OF BUSINESS

District Manager's Report

A. Consideration of Resolution 2017-1 Amending the General Fund Budgets for Fiscal Year 2016

Mr. Hayford explained this is a housekeeping item. The resolution amends the District's General Fund Budget for fiscal year 2016 and adopts the Boards desire to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the fiscal year.

On MOTION by Mr. Gordon seconded by Mr. Russ Rossi with all in favor Resolution 2017-1 a budget amendment amending the District's General Fund Budget for Fiscal Year 2016 was adopted.

Mr. Hayford gave an update on the Enterprise Fund refunding with Valley National Bank. The Board will be notified when a response is received from the bank.

Mr. Hayford also gave an update on the new park project.

TENTH ORDER OF BUSINESS

Operations Report

Ms. Jackson reported the Christmas decorations have been started but not complete yet. She is meeting with a plumber and electrician tomorrow regarding the waterfall.

Pond debris removal has been added to the Aquatic Systems contract.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Penzer reported he will do a ride-along in December with the on-duty sheriff.

TWELFTH ORDER OF BUSINESS

Audience Comments

None.

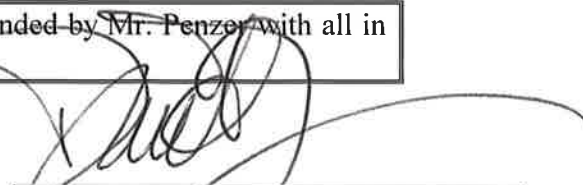
THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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


Jim Hayford
Secretary


David Penzer
Chairman