

**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, February 16, 2017 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 (via phone)	Assistant Secretary
Russ Rossi	Assistant Secretary
Patrick Giambelluca	Assistant Secretary

Also present were:

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

Residents

The following is a summary of the discussions and actions taken at the February 16, 2017 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 participating by phone.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for New Supervisor, Shelley Grandon to Fill the Unexpired Term of Seat #1 vacated by Robert Rossi

Mr. Hayford indicated he administered the oath of office to Ms. Grandon yesterday.

B. Consideration of Resolution 2017-03 Designating Officers

Mr. Hayford explained that due to the appointment of a new Supervisor, the Board has the opportunity to reconstitute the officer structure. Adoption of this resolution will memorialize the Boards officer nominations results.

All members of the Board agreed to continue the current officer structure adding Mr. Grandon as an Assistant Secretary.

The record will reflect Ms. Grandon joined the meeting via phone.

On MOTION by Mr. Penzer seconded by Mr. Russ Rossi with all in favor, allowing Supervisor, Ms. Shelley Grandon to participate in the meeting by phone was approved. 5/0

On MOTION by Mr. Gordon seconded by Mr. Russ Rossi with all in favor, Resolution 2017-03 designating officers of the District, keeping the officer structure the same as it is currently, with the addition of Ms. Shelley Grandon serving as an Assistant Secretary was adopted. 5/0

THIRD ORDER OF BUSINESS

Audience Comments

There were no comments.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the January 19, 2017 Meeting

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

On MOTION by Mr. Giambelluca seconded by Mr. Gordon with all in favor, the minutes of the January 19, 2017 meeting were approved. 5/0

FIFTH ORDER OF BUSINESS

Approval of Financial Statements

Mr. Gordon reported on his phone conversation with the District's Accountant, Ms. Terri Lusk. He noted we need to focus on the cash flow on a monthly basis.

Mr. Hayford noted golf is doing better. We are about seven thousand dollars better this year than last year; still a way to go, but better.

Mr. Gordon indicated he recommended to the accountant to have the net number at the bottom; the revenue, net number and the cash.

On MOTION by Mr. Penzer seconded by Mr. Russ Rossi with all in favor, the January 2017 financials were accepted. 5/0

SIXTH ORDER OF BUSINESS

Staff Reports

A. Golf Course

Mr. Jim Poertner noted the following:

- We finished the bridge on #1.
- A lot of tree trimming done and cut fairways for the second time this winter.

Mr. John Panno noted the following:

- Play is still good.

Mr. Panno distributed his Golf Course Review for January 2017 and discussed it with the Board.

- We have four golf tournaments booked in April and four in May.

Mr. Panno discussed the email provided to him from a resident regarding golf balls hitting his house. The email was attached to Mr. Panno’s Golf Course Review sheet.

A lengthy discussion ensued regarding the bond payment that is due in May. It was requested of the District Manager to coordinate and schedule a workshop meeting, which would include the presence of District Counsel to discuss the District’s options for moving forward with the bond issue.

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

SEVENTH ORDER OF BUSINESS

Attorney’s Report

None.

EIGHTH ORDER OF BUSINESS

Engineer’s Report

Mr. Hayford indicated to the Board that he gave them a copy of the Facilities Report.

NINTH ORDER OF BUSINESS

District Manager’s Report

Mr. Hayford and Ms. Jackson discussed two items that were handed to them just prior to the meeting. One item is a request from resident, Mr. Gus Reece of 417 Fishermans Lake Drive who is asking the Board to approve the temporary use/access of part of the District’s common area, for a short time, in order to have a pool dug in his back yard.

The second item is a request from a resident of 91317 Pier Point Drive. The request is for encroachment on a District easement. His house currently sits 4 feet 10 inches on to the easement. Before the county will give him a permit to refurbish, they are asking for the District’s permission for him to encroach the easement.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor, allowing the owner of 91317 Pier Point Drive to continue the current building line back to increase the size of the cage was approved. 5/0

TENTH ORDER OF BUSINESS

Operations Report

Ms. Jackson reported the following:

- o We have some lights out in the front and are waiting for the electrician.
- o The curbs were pressure washed.
- o Landscaping received a 96%.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

None.

TWELFTH ORDER OF BUSINESS

Audience Comments

None.

THIRTEENTH ORDER OF BUSINESS

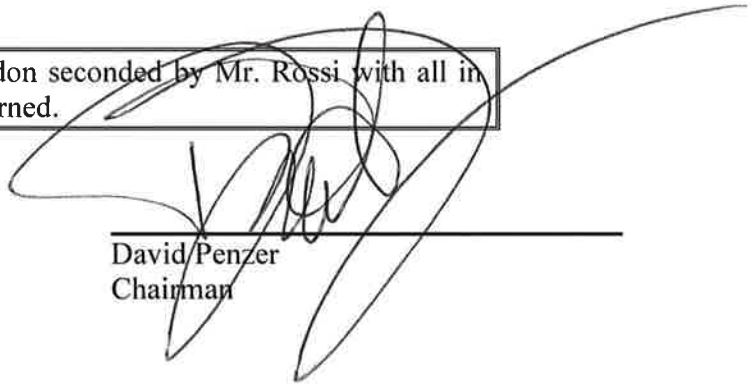
Adjournment

There being no further business,

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



Jim Hayford
Secretary



David Penzer
Chairman