

**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, June 15, 2017 at approximately 6:30 p.m. at the Heritage Harbor Clubhouse; 19502 Heritage Harbor Parkway, Lutz, Florida.

Present and constituting a quorum were:

David Penzer	Chairman
Russ Rossi	Vice Chairman
Shelly Grandon	Assistant Secretary
Patrick Giambelluca	Assistant Secretary
Clint Swigart	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
John Panno	Pro Shop Manager
Jim Poertner	Golf Course Superintendent
Bob Koncar	Severn Trent
Chris Tarase	Severn Trent
Alan Baldwin	Severn Trent
Stephen Bloom (via phone)	Severn Trent
Lynn Jackson	Severn Trent
Tracy Robin	District Counsel

Residents

The following is a summary of the discussions and actions taken at the June 15, 2017 Heritage Harbor Board of Supervisors meeting

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mendenhall called the meeting to order and roll was called. All Supervisors were present.

SECOND ORDER OF BUSINESS

Audience Comments

None.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 18, 2017 Meeting

On MOTION by Mr. Giambelluca seconded by Mr. Penzer with all in favor, the minutes of the May 18, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements

Mr. Mendenhall noted long range planning will continue to be researched by the financial team.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor the financial statements were accepted.

The Board requested that each month the financials show details of how much money has gone out of the General Fund to the Enterprise Fund.

Mr. Baldwin noted the clearing account has been removed as previously requested by Mr. Rich Gordon.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Golf Course

The following was noted by Mr. Poertner:

- We started aerifying this week except for the greens.
- We will aerify the greens on July 10th.

The following was noted by Mr. Panno:

- We have two leagues now running on Wednesdays; bringing out somewhere between 50 and 55 people.
- An ad will be put together for a golf event on Monday's and Tuesday's with golf and lunch included for \$23.
- Mileage for banking matters is building up and we need to find another bank for golf banking matters.

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

SIXTH ORDER OF BUSINESS

Attorney's Report

Mr. Robin noted for the record the Board held a workshop meeting last week with respect to reviewing the proposals for district management services.

An item will be included on the next meeting agenda regarding interviewing the representatives of the two management companies that submitted to District Counsel.

Mr. Robin noted the Board has determined that they would like to interview Rizzetta and Company and DPFPG at a future date not yet determined and has deferred decision on Severn Trent until the budget process is completed.

SEVENTH ORDER OF BUSINESS

Engineer’s Report

None.

EIGHTH ORDER OF BUSINESS

District Manager’s Report

A. Distribution of the Proposed Budgets for Fiscal Year 2018 and Consideration of Resolution 2017-4 Approving the Budgets and Setting a Public Hearing

Mr. Mendenhall noted as indicated in the budget approval resolution included in today’s agenda package the public hearing on the adoption of the fiscal year 2018 budget is scheduled to be held on August 17, 2017 at 6:30 P.M.

Mr. Baldwin proceeded to give the presentation beginning with the budget overview.

Mr. Koncar recommended the list of capital expenses that he thinks will help to improve the golf course and generate some additional revenue. We will be working with Jim and John trying to bring the budget under control.

General discussion on District reserves ensued.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor authorization for the District Manager to work with the Chairman to obtain quotes and move forward with having a Reserve Study performed for the CDD at a cost of not to exceed \$5,000 was approved.

Mr. Baldwin continued the proposed budget presentation.

Mr. Koncar discussed the Recommendation page of the budget presentation.

District Counsel indicated he will need to speak with Bond Counsel and consult with Severn Trent regarding a possible bond refunding occasion.

Mr. Tarase pointed out the problem; revenues have gone down 7%, labor in the pro shop is up almost 11%, for the golf course itself they have gone up about 4½% so the labor costs continue to rise and revenue continues to go down.

Ms. Grandon indicated she will make a motion to accept the 35% increase in assessments.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor Resolution 2017-4 approving the high mark on the budget for fiscal year 2018 and setting a public hearing thereon pursuant to Florida law for August 17, 2017 at 6:30 P.M. at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida was adopted.

Mr. Robin noted between now and the next meeting Mr. Mendenhall and I will work on the form of the notice letter to residents.

Board consensus was to authorize the Chairman to review and approve the notice letter to residents.

NINTH ORDER OF BUSINESS

Operations Report

None.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Giambelluca suggested that the Board utilize District email addresses rather than private email addresses.

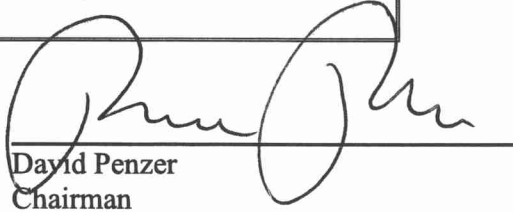
Mr. Robin recommended that the Board use the District email addresses.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business at this time,

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


David Penzer
Chairman