

**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 19, 2017 at 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
Shelley Grandon	Assistant Secretary
Patrick Giambelluca	Assistant Secretary
Clint Swigart	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Chris Tarase	VP Severn Trent
Mark Straley	District Counsel
Lynn Jackson	Operations

Residents

*The following is a summary of the discussions and actions taken at the October 19, 2017 Heritage Harbor Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Penzer called the meeting to order and roll was called.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

None.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
September 21, 2017 Meeting**

On MOTION by Mr. Giambelluca seconded by Mr. Swigart with all in favor the minutes of September 21, 2017 were approved.
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**FOURTH ORDER OF BUSINESS**

**Approval of the Financial Statements**

The memorandum included with the financials was reviewed.

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

**SIXTH ORDER OF BUSINESS**

**Presentation of Potential Refunding (Wendell Gaertner, PRAG)**

Mr. Gaertner of PRAG gave a brief follow up on the original direction he was given when contracted to act as financial adviser to the District.

The PRAG presentation prepared by Mr. Gaertner was included in the agenda package, provided to the Board and he expounded on it and explained the options.

A question and answer segment ensued between the Board and Mr. Gaertner.

The discussion concluded with the Board indicating they will continue to review the options and keep Mr. Gaertner informed of their progress.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Golf Course**

Mr. Poertner and Mr. Panno gave brief golf reports.

**FIFTH ORDER OF BUSINESS**

**District Management Company Presentations**

Representatives from two management companies addressed the Board regarding their proposals to provide district management services; DPF and Rizzetta and Company.

The presentations concluded and Mr. Rossi offered to check references for one of the presenting companies and he asked District Counsel to check references of the other one. A decision should be made at the next meeting.

Mr. Penzer offered the representatives of Severn Trent the opportunity to address them.

Mr. Chris Tarase, Vice President of Severn Trent Management Services addressed the Board and noted Severn Trent appreciates the District's business and partnership. He understands the Board's dissatisfaction with the previous District Manager and wants to do what is reasonable to help along the way, with the assistance of Mr. Gaertner of PRAG, with finding a resolution to the District's financial issues and the Board's decision regarding the bond debt. We value the Heritage Harbor CDD as a client.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Strategic Plan for the Golf Course**

This item was previously discussed.

**NINTH ORDER OF BUSINESS**

**Attorney's Report**

None.

**TENTH ORDER OF BUSINESS**

**Engineer’s Report**

None.

**ELEVENTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Motion to Assign Reserves**

It was explained that this is a housekeeping item, which is done every year. A copy of the six reserves to be assigned is included in the agenda package.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor assigning fund balances per the 9/30/17 Balance Sheet as indicated in the document included in the agenda package was approved.

Mr. Mendenhall noted the next interest payment on the Recreational Bond is due on November 1<sup>st</sup>. After speaking with the District Accountant, if the Board wants to make the payment on the bond, the recommendation is to use funds from the General Fund in the amount of \$34,293.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor authorization for the District Accountant to arrange for the November 1, 2017 bond interest payment in the amount of \$34,293 with funds from the General Fund was approved.

**TWELFTH ORDER OF BUSINESS**

**Operation Report**

Ms. Lynn Jackson reported the following:

- o We had a lot of pressure washing going on this week; lights, monuments, fountain, gatehouse, and fence.
- o The leak under the gatehouse window was fixed.
- o The lights on the waterfall were ordered.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Giambelluca reported the traffic light at the main entrance will be installed within the next several months.

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments**

An audience member expressed her opinion on the management companies.

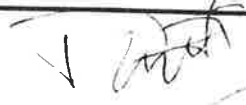
October 19, 2017

Heritage Harbor C.D.D.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

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



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David Penzer  
Chairman