

**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, August 21, 2014 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	Assistant Secretary
Robert Rossi	Assistant Secretary
Russ Rossi	Assistant Secretary

Also present were:

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

Residents (3)

*The following is a summary of the discussions and actions taken at the August 21, 2014 Heritage Harbor Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There not being any comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
July 17, 2014 Regular 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 July 17, 2014 meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Approval of Financial Statements**

Mr. Hayford pointed out the General Fund is right on budget, the Enterprise Fund is doing well and there are no issues; expenses are well down. The District is in good financial condition.

On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor, the July 31, 2014 financials were approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Golf Course**

Mr. Poertner reported the following:

- It has been wet and it's a slow process to get back in shape.
- The ponds are full. We had 30 inches of rain in two and half months.

Mr. Panno reported the following:

- Rain has been a problem.
- Sample score cards were handed out to the Board.

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

**B. Director of Operations**

Mr. Tamborello reported the landscaper's inspection score was 93% today. We addressed issues at conservation areas along homeowner's property, issues in Sea Cove, Kingsgate and areas of Brightwater. A bid will be submitted on these issues, but they cannot be addressed until it dries out.

We looked at the area on East Gate and determined that 50 foot of the east corner would be taken out, Pines would be cut and cleared out and we will make it equal to the area where the big Pine is.

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of the General Fund Budget for Fiscal Year 2015 (Resolution 2014-5) and Levy of Non Ad Valorem Assessments (Resolution 2014-6) and Adoption of the Enterprise Fund Budget for Fiscal Year 2015 (Resolution 2014-7)**

Mr. Hayford explained the budget adoption process.

On MOTION by Mr. Gordon seconded by Mr. Penzer with all in favor, the public hearing was opened.

Members of the audience were invited to comment on the budget.

A resident asked about the bond assessment. Mr. Hayford endeavored to explain what a CDD is and does. Regarding resident's tax bills, he explained there is an item on the bill called Non Ad Valorem Taxes, which covers such things as items not tied to the value of the property. These taxes are tied to the size of the property. There were tax-free municipal bonds taken out when the community was established to pay for the infrastructure. This is the Debt-Service portion of the budget. There is also the Operations and Maintenance portion of the budget that will go on forever. Once the bonds are paid off, the Debt Service portion will no longer be due. At that time the Board can, if they wish, reduce the assessments. A final assessment must be set by September 15<sup>th</sup> and that is the goal for this meeting.

A resident inquired about the traffic light that was to be installed at the back entrance and Mr. Penzer responded it was stalled by the County. There were 3 phases of expansion and the third phase, which we are under now, got stalled and it will not happen.

On MOTION by Mr. Gordon seconded by Mr. Russ Rossi with all in favor, the public hearing was closed.

Mr. Hayford briefly discussed a zero based budget that he previously sent to the Board. This budget indicates no increase; it's flat. R&M Landscaping will be taken back to what it was last year and a little will be removed from Contingency. There is still a considerable amount in Reserves and a considerable amount in the Unrestricted Fund Balance.

On MOTION by Mr. Gordon seconded by Ms. Grandon with all in favor, the fiscal year 2015 budget indicating no increase in assessments was approved.

On MOTION by Mr. Penzer seconded by Mr. Russ Rossi with all in favor Resolution 2014-5, a Resolution of the Heritage Harbor Community Development District (the "District") Relating to the Annual Appropriations of the District and Adopting the Fiscal Year 2014/2015 Operations and Maintenance Budget and the 2014/2015 Debt Service Budget Beginning October 1, 2014 and Ending September 30, 2015 was adopted.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor Resolution 2014-6, a Resolution of the Board of Supervisors of the Heritage Harbor Community Development District Levying and Imposing Operations and Maintenance Special Assessments for the 2014/2015 Fiscal Year; Providing for Collection and Enforcement of Special Assessments; Adopting and Certifying an Assessment Roll; Providing for Amendment of the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date was adopted.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor Resolution 2014-7, a Resolution of the Heritage Harbor Community Development District (the "District") Relating to the Adoption of the Fiscal Year 2014/2015 Enterprise Fund Budget Beginning October 1, 2014 and Ending September 30, 2015 was adopted.

**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**

**Manager's Report**

Ms. Jackson presented a request from a resident who asked permission for her daughter to practice on the soccer field. The field would be repaired by residents and they have liability insurance. Changes and repairs intended for the section of the soccer field to be used will be reviewed by Ms. Jackson before beginning the repairs.

On MOTION by Ms. Grandon seconded by Mr. Penzer with all in favor authorization for the requesting resident to use and repair the section of the soccer field needed for soft ball practice was approved.

The Board discussed organizing a dedication ceremony in honor of the new flag and pole at the front gate.

A proposal in the amount of \$3,750 from Star Electric for electrical work at the front entrance on the east side and the west side was discussed. Mr. Tamborello expressed his opinion not to approve the proposal. Consensus of the Board was to obtain another proposal.

On MOTION by Ms. Grandon seconded by Mr. Rob Rossi with all in favor authorization to obtain another proposal for electrical work was approved; proceeding with the electrical work in the amount of not to exceed \$4,000 was approved.

**A. Proposed Meeting Schedule for Fiscal Year 2015**

It was noted the proposed meetings are held on the third Thursday of each month.

On MOTION by Mr. Penzer seconded by Mr. Gordon with all in favor the fiscal year 2015 meeting schedule was approved as presented.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Gordon asked to make sure that the security company is checking the lights. Mr. Tamborello suggested calling TECO or reporting lights out can be reported to TECO on line.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

A resident asked about the possible 2% assessment increase and Mr. Penzer explained there will be no assessment increase for fiscal year 2015.

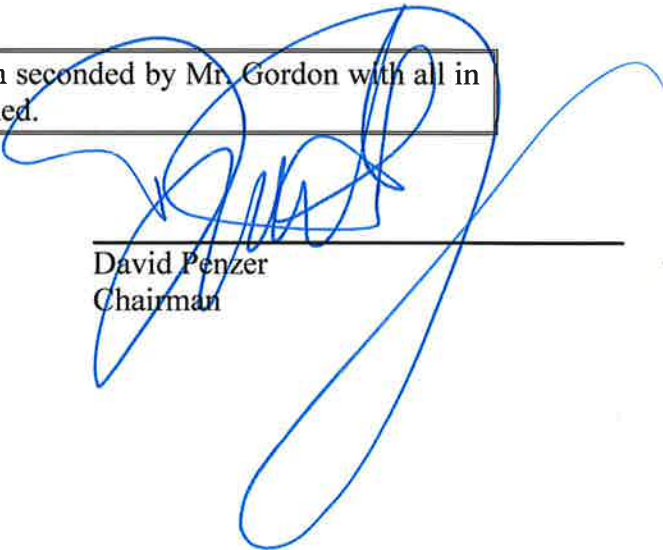
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
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Jim Hayford  
Secretary

  
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David Penzer  
Chairman