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 16, 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	Assistant Secretary

Also present were:

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

The following is a summary of the discussions and actions taken at the June 16, 2016 Heritage Harbor Board of Supervisors meeting.

FIRST ORDER OF BUSINESS **Roll Call**

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

SECOND ORDER OF BUSINESS **Audience Comments**

Ms. Elaine Kaufman addressed the Board regarding an issue in her backyard near hole 17 from weeds from the golf course. The Board discussed possible options for improving the weed issue.

THIRD ORDER OF BUSINESS **Approval of the Minutes of the May 19, 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. Russ Rossi with all in favor, the minutes of the May 19, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS **Approval of Financial Statements**

Mr. Hayford noted the General Fund is in good shape. Assessment collection is at almost 98%. The interest May payment was made on time.

On MOTION by Mr. Penzer seconded by Mr. Russ Rossi with all in favor the financial statements for the period ending May 31, 2016 were accepted.

FIFTH ORDER OF BUSINESS **Staff Reports**

A. Golf Course

Mr. Poertner reported the following:

- The over seeding on the greens is gone; 10 inches of rain took care of that for us.
- The Bermuda still looks good.
- We had a few fires, one behind 12.
- A new hire recently started.

Mr. John Panno reported the following:

- May was a good month.
- A few new groups will start in October.
- We will run the group golfer ad again.
- The new golf cart fleet will arrive on Monday, July 18th.

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

SIXTH ORDER OF BUSINESS **Attorney's Report**

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS **Engineer's Report**

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS **Manager's Report**

A. Questions and Comments on the Approved, Preliminary Fiscal Year 2017 Budgets

Mr. Hayford noted there were no changes made to the budget included in the agenda package.

B. Discussion of the Harbor Terrace Lease

Mr. Hayford reported the restaurant lease will be redone this year.

Changing the hours of operation will be requested so they don't have to stay open if they have a party.

Security at the pool area was discussed.

Mr. Hayford noted the new furniture and fixtures purchased jointly with the HOA need to be added to the joint maintenance reserve

> On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor adding the new furniture, fixtures, carpets, renovations, etc. to the joint maintenance reserve in the amount of $39,879 was approved.

NINTH ORDER OF BUSINESS **Operations Report**

- Ms. Jackson reported the landscape walkthrough went well last week.
- A cost estimate for the Multi-Purpose Park was handed out and we cannot get a contractor as they do not have the time. Ms. Jackson and Mr. Hayford will coordinate the project as project managers.

> On MOTION by Mr. Penzer seconded by Ms. Grandon with all in favor moving forward with the Multi-Purpose Park project, with project management done by Severn Trent, at a cost of not to exceed $150,000 was approved.

TENTH ORDER OF BUSINESS **Supervisor Requests**

None.

ELEVENTH ORDER OF BUSINESS **Audience Comments**

None. 039

TWELFTH 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.

Jim Hayford
Secretary

David Penzer
Chairman