MINUTES OF MEETING
HERITAGE HARBOUR MARKET PLACE
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Heritage Harbour Market Place Community Development District was held on Thursday, September 3, 2026 at the River Strand Golf and Country Club (Clubhouse), 7155 Grand Estuary Trail, Bradenton, Florida 34212. It began at 12:30 p.m. and was presided over by Ms. Danielle Graef, Chairperson, and James P. Ward as Secretary.

Present and constituting a quorum:

Danielle Graef	Chairperson
Brian Billingham	Vice Chair
Bob Beene	Assistant Secretary

Absent:

Daniel Huglas	Assistant Secretary
Chelsea Rusk	Assistant Secretary

Also present were:

James P. Ward	District Manager w/PFM
Susan Singer	Senior Accountant/PFM
Tanya Montgomery	Accountant/PFM
Wes Haber	District Counsel

Audience:

Nancy Lyons

All residents' names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes. Portions of these minutes may be transcribed in verbatim.

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Ward called the meeting to order at approximately 12:36 p.m. Roll call was conducted and all Members of the Board were present, with the exception of Supervisor Huglas and Supervisor Rusk, constituting a quorum.

SECOND ORDER OF BUSINESS **Notice of Advertisement**

Notice of Advertisement of Meeting

THIRD ORDER OF BUSINESS Consideration of Minutes

June 4, 2026 – Regular Meeting Minutes

Mr. Ward asked if there were any additions, corrections, or deletions to the Minutes; hearing none, he called for a motion.

> **On MOTION made by Brian Billingham, seconded by Danielle Graef, and with all in favor, the June 4, 2026 Regular Meeting Minutes were approved.**

FOURTH ORDER OF BUSINESS Consideration of Audit Services

Consideration of proposals for providing Audit Services to the District for the Fiscal Years 2027-2031

Mr. Ward explained the CDD sent an RFP out for auditors; two proposals were received, one from Berger Toombs, and the other from Grau and Associates. He stated the CDD had to rank the two firms; his staff ranked the two firms according to qualifications, expertise, audit approach and price: Grau received 34 points and Berger Toombs received 32 points. He stated Berger Toombs charged $27,100 dollars for five years; Grau and Associates charged $31,000 dollars. He stated the mandatory elements, and the technical qualifications were ranked higher for Grau and Associates. He stated the Board could accept the ranking as presented or change the ranking as it deemed appropriate.

The Board discussed the matter and chose to accept the ranking as presented.

> **On MOTION made by Danielle Graef, seconded by Brian Billingham, and with all in favor, the ranking was accepted as presented.**

FIFTH ORDER OF BUSINESS Staff Reports

I. District Attorney

No report.

II. District Engineer

No report.

III. District Manager

a) Goals and Objectives Requirements for CDDs for 2026
b) Meeting Dates for Fiscal Year 2027
- **Landowners' Election and Regular Meeting: Thursday, November 5, 2026 at 12:30 p.m.**

c) Commission on Ethics Required Annual Ethics Training Memorandum
d) Financial Statement for period ending June 30, 2026 (unaudited)
e) Financial Statement for period ending July 31, 2026 (unaudited)

Mr. Ward stated the CDD established goals and objectives for the District for fiscal year 2026 which was now ending. He said these goals and objectives were relatively simple: did the Board meet public meeting notification requirements, did it provide access to records as required by statute, did it prepare the annual budget as required by statute, did it publish documents as required by statute, etc. He stated these were standard reporting requirements and the CDD met all. He asked the Board to approve the report that the CDD met the reporting requirements pursuant to 189.0694 for goals and objectives. He noted statute required the CDD to publish the goals and objectives on the website. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Danielle Graef, seconded by Brian Billingham, and with all in favor, the report that the CDD met the reporting requirements pursuant to 189.0694 for goals and objectives was approved.

Mr. Ward stated the landowner's election was scheduled for November 5, 2026 at 12:30 p.m. This date could not be changed. He asked the Board to attend. He reminded the Board to complete the ethics training requirements before the end of the calendar year. He stated he would send out links and reminders.

SIXTH ORDER OF BUSINESS Supervisor's Requests

Mr. Ward asked if there were any Supervisor's requests; there were none.

SEVENTH ORDER OF BUSINESS Public Comments

Mr. Ward asked if there were any public comments; there were none.

EIGHTH ORDER OF BUSINESS **Adjournment**

Mr. Ward adjourned the meeting at approximately 12:43 p.m.

On MOTION made by Danielle Graef, seconded by Brian Billingham, and with all in favor, the Meeting was adjourned.

Heritage Harbour Market Place
Community Development District

Kwame Jackson
Kwame Jackson, Secretary

Danielle Graef
Danielle Graef (Nov 6, 2026 16:20:49 EST)
Danielle Graef, Chairperson

HHMP - Minutes 09 03 2026

Final Audit Report 2026-11-09

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