BOARD OF SUPERVISOR'S

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT

REGULAR MEETING AGENDA

March 5, 2020

James P. Ward District Manager 2900 NE 12th Terrace Suite I Oakland Park, Florida 33334

Phone: 954-658-4900 E-mail: JimWard@JPWardAssociates.com



www.heritageharbourmarketplacecdd.org

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT

February 24, 2020

Board of Supervisors Heritage Harbour Market Place Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Heritage Harbour Market Place Community Development District will be held on Thursday, March 5, 2020 at 2:15 p.m. at the River Strand Golf & Country Club (Club House), 7155 Grand Estuary Trail, Bradenton, Florida 34212.

- 1. Call to Order & Roll Call
- 2. Consideration of Minutes.
 - a) August 1, 2019
- Consideration of Resolution 2020-1 Approving the Proposed Fiscal Year 2021 Budget and setting the Public Hearing on *Thursday, June 4, 2020 at 2:15 P.M. at the* River Strand Golf & Country Club (Club House), 7155 Grand Estuary Trail, Bradenton, Florida 34212
- 4. Consideration of setting the date, time and location of the Landowner's Meeting for fill Seat's 1 (Mr. Nesbitt), Seat 3 (Mr. Smith) and Seat 4 (Mr. Hulgas).
- 5. Staff Reports
 - a) Attorney
 - b) Engineer
 - c) Manager
 - I. Financial Statements for the period ended December 31, 2019 (Unaudited)
- 6. Supervisor's Requests and Audience Comments
- 7. Adjournment

The second order of business is consideration of the August 1, 2019 Regular Meeting minutes.



The third order of business is consideration of Resolution 2020-1 which approves the proposed budget for Fiscal Year 2021 and set the public hearing date, time and location.

The District's enabling legislation requires the District Manager to submit a Proposed Budget to the Board by June 15th of each year for your review and approval. The approval of the budget is only intended to permit the District to move through the process towards adopting the budget at a Public Hearing scheduled for the Thursday, June 4, 2020, at the at the River Strand Golf & Country Club (Club House), 7155 Grand Estuary Trail, Bradenton, Florida 34212.

The approval of the Budget does not bind the Board to any of the costs contained in the budget, any of the programs contained in the Budget and most importantly it does not bind the Board to the Assessment Rates for the general fund contemplated as a result of the preparation of the Budget.

The public hearing is scheduled for Thursday, June 4, 2020, 2:15 P.M. at the River Strand Golf & Country Club (Club House), 7155 Grand Estuary Trail, Bradenton, Florida 34212.

The fourth order of business is consideration of the date, time and location of the Landowner's election.

The election must be at least ninety (90) days from the date that the landowner's meeting is announced and set at a regular meeting of the Board of Supervisors and that the official ballot, proxy and instructions is provided at the meeting. The forms of these documents are included.

At this election, Seats 1, 2, and 4 will be up for election. At the election, the two individuals receiving the highest number of votes, will serve terms which will expire in November, 2024 and the individual receiving the lesser number of votes will serve a term which will expire in November, 2022.

The following is the proposed date, time and location of the landowner's meeting.

Date: Thursday, June 4, 2020

Time: 2:15 P.M.

Location: River Strand Golf & Country Club (Club House)

7155 Grand Estuary Trail, Bradenton, Florida 34212.



The balance of the Agenda is standard in nature and I look forward to seeing you at the meeting, and if you have any questions and/or comments, please do not hesitate to contact me directly at (954) 658-4900.

Yours sincerely, Heritage Harbour Market Place Community Development District

Tomes P Word

James P. Ward District Manager

The Fiscal Year 2020 schedule is as follows

October 3, 2019	November 7, 2019
December 5, 2019	January 2, 2020
February 6, 2020	March 5, 2020
April 2, 2020	May 7, 2020
June 4, 2020	July 2, 2020
August 6, 2020	September 3, 2020



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, August 1, 2019 at 2:15 p.m., at the River Strand Golf and Country Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212.

Present and constituting a quorum:

Russell Smith Chairperson

Danielle Graef Vice Chairperson

Bill Riley Assistant Secretary

Bill Nesbitt Assistant Secretary

Dan Hulgas Assistant Secretary

Also present were:

James P. Ward District Manager
Jere Earlywine District Attorney

Audience:

All resident's 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.

FIRST ORDER OF BUSINESS

Call to Order

District Manager James P. Ward called the meeting to order at approximately 2:26 p.m. and all Members of the Board were present at roll call.

SECOND ORDER OF BUSINESS

Acceptance of Resignations

Acceptance of Resignation of Matthew Koratich (Seat 1), and Matthew Morris (Seat 3)

Mr. Ward noted Mr. Matthew Morris and Mr. Matthew Koratich resigned from the Board. He reported he had copies of the Letters of Resignations sent via email which were effective as of the date of transmittal (Matthew Morris July 30, 2019 and Matthew Koratich July 25, 2019). He asked the Board to accept the resignations for purposes of inclusion in the record only.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, the Resignations were accepted for inclusion in the record.

THIRD ORDER OF BUSINESS

Consideration of Replacement Members

Consideration of Replacement Members for Seat 1 (term expires 11/2019) and Seat 3 (term expires 11/2021)

Mr. Ward indicated Statute provided the balance of the Board could fill the two empty seats by simple motion and second. He reported Mr. Koratich's seat expired in 2019 while Mr. Morris's seat expired in 2021.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Mr. Bill Nesbitt was appointed to fill Seat 1 and Ms. Danielle Graef was appointed to fill Seat 3.

Mr. Ward stated he was a Notary Public in the State of Florida and as such he was authorized to administer the Oath of Office to the newly appointed Board Members. He administered the Oath of Office and asked the newly appointed Members to sign and return the Oath to himself.

Mr. Ward indicated Mr. Nesbitt and Ms. Graef had a copy of the Form 1 – Statement of Financial Interests which was required to be filled out and filed with the Supervisor of Elections in the County in which Mr. Nesbitt and Ms. Graef each resided within 30 days or fines may be incurred. He briefly explained the Form 1 – Statement of Financial Interests.

District Counsel Jere Earlywine reviewed the Sunshine Law and Code of Ethics noted Mr. Nesbitt and Ms. Graef were now Public Officials according to Florida Law which made both subject to the Sunshine Law and Code of Ethics. He indicated the Sunshine Law stated Board Members could not discuss any matter which might potentially come before the Board with another Board Supervisor outside of Board Meetings. He noted this law applied to email and social media as well. He indicated the Board Members were permitted to discuss matters with himself or Mr. Ward outside of Board Meetings. He reviewed what type of information and/or communication was considered public record and the time periods such records should be kept. He noted all such public records should be submitted to Mr. Ward for the purpose of record keeping. He stated all record requests should be immediately forwarded to Mr. Ward or himself (Mr. Earlywine). He briefly reviewed the Code of Ethics which was a broad category and included subjects such as disclosure of financial interests, voting conflict disclosures and gift disclosures, as well as various prohibitions regarding the use of public office for personal gain and/or family gain. He reviewed the penalties of violating the Sunshine Law and Code of Ethics for Public Employees.

FOURTH ORDER OF BUSINESS

Acceptance of Resignation

Resignation of Terrance Kirschner (seat 4)

Mr. Terrance Kirschner stated he wished to resign from his seat effective immediately. Mr. Ward asked if Mr. Kirschner had Letter of Resignation to submit. Mr. Kirschner responded in the negative. Mr. Ward indicated this would be taken care of and Mr. Kirschner was relieved of duty.

FIFTH ORDER OF BUSINESS

Consideration of Replacement Member

Consideration of Replacement Member – (Seat 4) (term expires 11/2019)

Mr. Ward indicated Statute provided the balance of the Board could fill the Mr. Kirscher's unexpired term with a simple vote.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Mr. Dan Hulgas was appointed to fill Seat 4.

Mr. Ward administered the Oath of Office to Mr. Dan Hulgas and noted as Mr. Hulgas was present and listening during his explanation of Form 1 — Statement of Financial Interests and Mr. Earlywine's explanation of the Sunshine Law and Code of Ethics the information would not be repeated.

SIXTH ORDER OF BUSINESS

May 2, 2019 - Regular Meeting

Mr. Ward asked if there were any additions, corrections or deletions for the May 2, 2019 Regular Meeting Minutes. Hearing none, he called for a motion.

On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, the Minutes from the May 2, 2019 Regular Meeting were accepted.

SEVENTH ORDER OF BUSINESS

Public Hearing

Mr. Ward noted there were two Public Hearings to be held today; the first was for the Fiscal Year 2020 Budget.

a) FISCAL YEAR 2020 BUDGET

I. Public Comment and Testimony.

Mr. Ward called for a motion to open the Public Hearing.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, the Public Hearing was opened.

Mr. Ward asked if there were any Public Comments or questions regarding the FY-2020 Budget.

Mr. Alan Saconic stated he lived in River Strand. He stated he understood there was a cost sharing arrangement between the Market Place and Heritage Harbour Master where Heritage Harbour Master paid costs which were reimbursed by the Market Place. He asked for Mr. Ward to explain this process. Mr. Ward stated he had no knowledge of this. He indicated there was no agreement between the Heritage Harbour Market Place CDD and Heritage Harbour Master. Mr. Russell Smith reported there was an agreement between the Market Place Association and the Master

Association; however, this was the Market Place CDD and the CDD was not party to this information. Mr. Smith explained the various entities involved with Heritage Harbour: Market Place Association, Master Association, CDD, etc. He noted sunbiz.org listed contact information for the Market Place Association.

Mr. Alan Saconic asked if the CDD was involved with traffic control near the Costco. Mr. Ward responded in the negative. He noted whichever entity was making the traffic improvements near the Costco would have information.

Mr. Ward asked if there were any additional questions from the Public; hearing none, he called for a motion to close the Public Hearing.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, the Public Hearing was closed.

II. Board Comment and Consideration.

Mr. Ward asked if there were any Board comments or questions regarding the FY 2020 Budget. There were none.

III. Consideration of Resolution 2019-2 adopting the annual appropriation and Budget for Fiscal Year 2020.

Mr. Ward called for a motion to approve Resolution 2019-2 which adopted the proposed Budget for Fiscal Year 2020.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Resolution 2019-2 was adopted and the Chair was authorized to sign.

b) FISCAL YEAR 2020 IMPOSING SPECIAL ASSESSMENTS; ADOPTING AN ASSESSMENT ROLL, AND APPROVING THE GENERAL FUND SPECIAL ASSESSMENT METHODOLOGY

Mr. Ward noted the second Public Hearing was related to the imposition of assessments, adoption of the assessment role and approved the methodology for levying the assessments for the General Fund.

I. Public Comment and Testimony

Mr. Ward called for a motion to open the Public Hearing.

On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, the Public Hearing was opened.

Mr. Ward asked if there was any Public Comment with respect to imposition of the assessments, adoption of the assessment roll, and approval of methodology; hearing none, he called for a motion to close the Public Hearing.

On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, the Public Hearing was closed.

II. Board Comment and Consideration

Mr. Ward asked if there were any Board comments or questions. There were none.

III. Consideration of Resolution 2019-3 imposing special assessments, adopting an assessment roll and approving the general fund special assessment methodology

Mr. Ward explained Resolution 2019-3 imposed the special assessments, certified the assessment roll and approved the general fund special assessment methodology for the District for FY-2020.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Resolution 2019-3 was adopted and the Chair was authorized to sign.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2019-4

Consideration of Resolution 2019-4 designating the dates, time and location for regular meetings of the Board of Supervisors of the District

Mr. Ward stated Resolution 2019-4 designated the dates, time and location for the FY-2020 Meetings. He explained this schedule was the same as last year's schedule with meetings scheduled the first Thursday of each month at 2:15 p.m. at the River Strand Golf and Country Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212. He stated this schedule did not prevent the Board from adding or subtracting meetings from the schedule. He noted generally this CDD Board met two to three times annually.

On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, Resolution 2019-4 was adopted as above and the Chair was authorized to sign.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2019-5

Consideration of Resolution 2019-5 re-designating the Officers of the Board

Mr. Ward explained Resolution 2019-5 re-designated the Officers of the Board. He stated a Chairman, Vice Chairman, and Assistant Secretaries were required, while he acted as Secretary and Treasurer. Mr. Russell Smith volunteered as Chairman. Ms. Danielle Graef volunteered as Vice Chairman.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Mr. Russell Smith was appointed Chairman, Ms.

Danielle Graef was appointed Vice Chairman, Mr. Jim Ward was appointed as Secretary and Treasurer, and the remaining Supervisors were appointed as Assistant Secretaries.

TENTH ORDER OF BUSINESS

Consideration of Landowner's Meeting

Consideration of Setting November 7, 2019 at 2:15 p.m. at the River Strand Country Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212 as the date, time and location for the Landowner's Meeting for Seats 1, 2 and 4.

Mr. Ward stated there was a Landowner's Meeting for this District in November of 2019 for Seat 1, Seat 2, and Seat 4. He noted he scheduled this Meeting for November 7, 2019 at 2:15 p.m. at the River Strand Golf and Country Club. He called for a motion to set this as the date, time and location for the Landowner's Meeting.

On MOTION made by Mr. Dan Hulgas, seconded by Mr. Bill Nesbitt, and with all in favor, the Landowner's Meeting was set for November 7, 2019 at 2:15 p.m. at the River Strand Golf and Country Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212.

ELEVENTH ORDER OF BUSINESS

Staff Reports

Staff Reports

a) District Attorney

No Report.

b) District Engineer

No Report.

- c) District Manager
 - I. Financial Statements for the month ended June 30, 2019

Mr. Ward noted he had no Report; there were no questions regarding the Financial Statements.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There were no Supervisor's Requests or Audience Comments.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 2:50 p.m.

On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, the Meeting was adjourned.

	Heritage Harbour Market Place Community Development District
James P. Ward. Secretary	Russell Smith, Chairperson

BOARD OF SUPERVISOR'S

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT A

PROPOSED BUDGET FISCAL YEAR 2021

October 1, 2020 through September 30, 2021

James P. Ward District Manager 2990 Northeast 12th Terrace Suite I Oakland Park, Florida 33334

Phone: 954-658-4900 E-mail: jimward@jpwardassociates.com





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			Ac					
	Fi	scal Year		nuary 31,	Ant <u>ic</u>	ipated as of	Fi	scal Year
Description		20 Budget	2020			/30/2020		1 Budget
Revenues and Other Sources								
Carryforward	\$	-	\$	-				
Interest Income - General Account	\$	400	\$	26	\$	75	\$	300
Miscellaneous Revenue			\$	-	\$	-		
Special Assessment Revenue	_	20 75 7		40.05=	_			66 555
Special Assessment - Uniform Method	\$	29,506	\$	18,965	\$	•	\$	29,505
Special Assessment - Non-Uniform Total Revenue & Other Sources	\$ \$	58,789 88,695	\$ \$	58,789 77,780	\$ \$	58,517 88,098	\$ \$	47,550 77.35 4
Total Neverlue & Other Sources	<u>ب</u>	00,033	Ų	77,700	٠	00,030	ې	77,354
Appropriations								
Legislative Board of Supervisor's Fees	\$	1,200	ċ	_	ċ	800	\$	1,200
Board of Supervisor's - FICA	\$ \$	92	\$ \$	-	\$ \$	61	۶ \$	92
Executive	Ţ	32	Ţ	_	ų	01	7	22
Executive Saleries	\$	41,000	\$	12,115	\$	41,000	\$	41,000
Executive Saleries - FICA	\$	2,675	\$	927	\$		۶ \$	2,675
Executive Saleries - FICA Executive Saleries - Insurance	\$ \$	2,073	\$ \$	321	\$ \$	2,073	۶ \$	2,073
Financial and Administrative	ب	_	ų	_	ب	_	Y	_
Audit Services	\$	5,700	\$	_	\$	5.700	\$	5,700
Accounting Services	\$	3,500	\$	1,065	\$	-,	۶ \$	3,500
	Ş	3,300		1,003		3,300	ٻ	3,300
Assessment Roll Preparation	ć	F00	\$	-	\$	-	Ļ	F00
Arbitrage Rebate Fees	\$	500	\$	-	\$	500	\$	500
Other Contractual Services	_				_			
Recording and Transcription	\$	250			\$	250	\$	250
Legal Advertising	\$	2,400	\$	-	\$,	\$	2,400
Trustee Services	\$	5,810	\$	-	\$,	\$	5,810
Dissemination Agent Services	\$	5,000	\$	5,000	\$	5,000	\$	5,000
Bank Service Fees	\$	500	\$	144	\$	400	\$	400
Travel and Per Diem			\$	-	\$	-		
Communications and Freight Services								
Telephone	\$	-	\$	-	\$	-	\$	-
Postage, Freight & Messenger	\$	300	\$	-	\$	300	\$	300
Rentals and Leases								
Miscellaneous Equipment	\$	-	\$	-	\$	-	\$	-
Computer Services and Website	\$	7,560	\$	1,876	\$	7,560	\$	7,560
Insurance	\$	6,000	\$	5,922	\$		\$	6,000
Printing and Binding	\$	100	\$	-	\$	75	\$	100
Office Supplies	\$	-	\$	_	\$	-	\$	-
Subscriptions and Memberships	\$	175	\$	175	\$	175	\$	175
Legal Services	ų	1/3	\$ \$		۲	113	~	1/3
General Counsel	\$	4,000	\$ \$	-	\$	4,000	\$	4,000
Litigaton Counsel	\$	-,555	\$	-	\$	-,550	\$	-,550
Comprehensive Planning Services	,		•		•		-	
Professional Services - Planning	\$	-	\$	-	\$	-	\$	-

Description				ctual as of nuary 31, 2020	Anticipated as of 09/30/2020		Fiscal Year 2021 Budget	
Other General Government Services								
Engineering Services	\$	-	\$	-	\$	-	\$	-
Contingencies	\$	-	\$	-	\$	-	\$	-
Capital Outlay	\$	-	\$	-	\$	-	\$	-
Other Fees and Charges								
Discounts and Fees	\$	1,930	\$	-	\$	1,930	\$	1,930
Total Appropriations	\$	88,692	\$	27,224	\$	88,058	\$	88,592
Net Increase/(Decrease) in Fund Balance	\$	-	\$	50,557	\$	40		
Fund Balance - Beginning	\$	127,038	\$	127,038	\$	127,038	\$	127,077
Fund Balance - Ending (Projected)	\$	127,038	\$	177,594	\$	127,077	\$	127,077

		Fiscal Ye	Fiscal Year 2020				021
Parcel Identification	Acres	On-Roll	Off-Roll		On-Roll		Off-Roll
Parcel 19/20 (TH Harbour LLLP)	67.7		\$58,788.97				\$47,549.56
Parcel 19/20 (Costco)	16	Included in TH Harb	our - FY 20			\$	11,237.71
Parcel 22	3.38	\$2,540.22		\$	2,540.14		
Parcel 23	2.13	\$1,600.79			\$1,600.74		
Parcel 24	3.13	\$2,352.33			\$2,352.26		
Parcel 25	16.36	\$12,295.25			\$12,294.90		
Parcel 26 moved to split	folios	\$0.00			\$0.00		
Parcel 26 (split 2018)	0.49	\$368.26			\$368.25		
Parcel 26 (split 2018)	0.2	\$150.31			\$150.30		
Parcel 26 (split 2018)	7.91	\$5,944.71			\$5,944.54		
Parcel 26 (split 2018)	0.15	\$112.73			\$112.73		
Parcel 26 (split 2018)	0.51	\$292.29			\$383.28		
Parcel 27 - Unit 1	1.34	\$1,007.07			\$1,007.04		
Parcel 27 - Unit 2	1.47	\$1,104.77	Total		\$1,104.74		
Parcel 27 - Unit 3	0.96	\$721.48	Parcel 27		\$721.46		
Parcel 27 - Unit 4	1.23	\$924.40	\$3,740.31		\$924.37		
Total Acres	122.96		_				

Revenues and Other Sources					
Carryforward The amount of anticipated Fund Balance is recommended to be utilized to fund the operating expenses of the District for the first three (3) months of the Fiscal Year, pending the receipt of assessment collections.					
Interest Income - General Account With the levy of Special Assessments - the District's operating account will earn interest on it' funds. This amount reflect's the anticipated earnings.					
Appropriations					
Legislative					
Board of Supervisor's Fees	\$	1,292			
The Board's fees are statutorily set at \$200 for each meeting of the Board of Supervisor's not to exceed \$4,800 for each Fiscal Year. The Budgeted amount reflects that the anticipated meetings for the District.					
Executive					
Executive Saleries and Benefits	\$	43,675			
The District has one employee - that is the District Manager who handles the daily activities of the District, and which is shared with other CDD's. The expenditures are this District's anticipated share					
of those costs. FY 2020 FY 2021					
FY 2020 FY 2021 Salary \$ 41,000 \$ 41,000					
FICA \$ 2,675 \$ 2,675					
Total: \$ 43,675 \$ 43,675					
Financial and Administrative					
Audit Services	\$	5,700			
Statutorily required for the District to undertake an independent examination of its books, records	7	-,			
and accounting procedures.					
Accounting Services	\$	3,500			
For the maintenance of the District's books and records on a daily basis.					
Assessment Roll Preparation	\$	-			
For the preparation by the Financial Advisor of the Methodology for the General Fund and the Assessment Rolls including transmittal to the Manatee County Property Appraiser.					
Arbitrage Rebate Fees	\$	500			
For requied Federal Compliance - this fee is paid for an in-depth analysis of the District's earnings on all of the funds in trust for the benefit of the Bondholder's to insure that the earnings rate does not exceed the interest rate on the Bond's.	•				
Other Contractual Services Recording and Transcription	ċ	250			
Legal Advertising	\$ \$	2,400			

4% Discount permitted by Law for early payment and 3% Tax Collector Fee and Property Appraiser Fee		
	ب	1,530
Discounts and Tax Collector Fees	\$	1,930
Contingencies Other Fees and Charges	\$	-
of the District's facilities.	ć	
of the Community while recognizing the needs of government, the environment and maintenance		
services, which assists the District in crafting solutions with sustainability for the long term interests		
The District's engineering firm provides a broad array of engineering, consulting and construction		
Engineering Services	\$	-
Other General Government Services	_	
Professional Services - Planning	\$	-
Comprehensive Planning Services		
Litigaton Counsel	\$	-
government lawyers".		
dedications, conveyances and contracts. In this capacity, they provide services as "local		
public finance, public bidding, rulemaking, open meetings, public records, real property		
The District's general counsel provides on-going legal representation relating to issues such as		
General Counsel	\$	4,000
Legal Services	•	=, •
Subscriptions and Memberships	\$	175
Office Supplies	\$ \$	100
Printing and Binding	\$ \$	100
Insurance	ć	6,000
District's records, along with the continued development/maintenance of a web site for the District.		
system. The fee includes the yearly hardware and annual software licenses to maintain the		
administration of the District in a cloud computing evnironment with constant redundency of the		
The District maintains all of it's Public Records, including all of it's programs for accounting and the		
Computer Services & Webt Site Maintenance	\$	7,560
Miscellaneous Equipment	\$ \$	-
Rentals and Leases		
Postage, Freight & Messenger	\$	300
Telephone	\$	-
Communitcations and Freight Services		
Travel and Per Diem	\$	-
Bank Service Fees	\$	400
national repositories.		
requirements are pursuant to requirements of the Securities and Exchange Commission and sent to		
same information that is contained in the Official Statement that was issued for the Bonds. These		
With the issuance of the District's Bonds, the District is required to report on a periodic basis the	Y	3,000
Dissemination Agent Services	\$	5,000
in the trust are made pursuant to the requirments of the trust.		
payment of the principal and interest due on the Bonds, and to insure the investment of the funds		
primary purpose of the trustee is to safeguard the assets of the Bondholder's, to insure the timely		
With the issuance of the District's Bonds, the District is required to maintain the accounts established for the Bond Issue with a bank that holds trust powers in the State of Florida. The		
Trustee Services With the issuance of the District's Rends, the District is required to maintain the associates	\$	5,810
Tructoo Convicos	۲	E 010

Debt Service Fund - Proposed Budget Fiscal Year 2021

Description		Fiscal Year 020 Budget		ctual as of nuary 31, 2020		nticipated as 09/30/2020		Fiscal Year 021 Budget
Revenues and Other Sources								
Carryforward	\$	-	\$	-	\$	-	\$	-
Interest Income	\$	1,500	\$	150	\$	800	\$	1,500
Special Assessment Revenue								
Special Assessment - Uniform Method	\$	416,170	\$	229,658	\$	416,170	\$	362,206
Special Assessment - Non-Uniform Method	\$	733,876	\$	216,930	\$	733,876	\$	638,717
Special Assessment - Prepayment	\$	-	\$	-	\$	-	\$	-
Operating Transfers In								
Deferred Cost Account	\$	-	\$	-	\$	-		
Total Revenue & Other Sources	\$	1,151,546	\$	446,738	\$	1,150,846	\$	1,002,423
Appropriations Debt Service Principal Debt Service - Mandatory Series 2007 Bonds Principal Debt Service - Early Redemptions Series 2007 Bonds Interest Expense Series 2007 Bonds Trustee Services Legal - Foreclosure Counsel Operating Transfers Out Other Fees and Charges Discounts and Fees	\$ \$ \$ \$ \$	440,000 - 684,320 - - - 27,226	\$ \$ \$ \$ \$	- 342,160 - - -	\$ \$ \$ \$ \$	440,000 - 684,320 - - - 27,226	\$ \$ \$ \$ \$	470,000 - 659,680 - - - - 23,696
Total Appropriations	\$	1,151,546	\$	342,160	\$	1,151,546	\$	1,153,376
Net Increase/(Decrease) in Fund Balance Fund Balance - Beginning		- 311,401		104,578 311,401		(700) 311,401		- 159,749
Fund Balance - Ending (Projected)		958,772		415,979		310,701		159,749
Restricted Fund Balance: Reserve Account Requirement Restricted for November 1, 2021 Interest Payme Total - Restricted Fund Balance:	ent				\$ \$	200,000 316,680 516,680		

Assessment Comparison

		Fiscal Ye	ear 2020	Fiscal Yea	ır 2021
Parcel Identification	Acres	Off-Roll	On-Roll	Off-Roll	On-Roll
Parcel 19/20 (TH Harbour LLLP)	67.7	\$ 788,381.49		\$ 638,717.06	
Parcel 19/20 (Costco)	16	Included in TH Ha	rbour - FY 20		
Parcel 22	PREPAID		PREPAID		PREPAID
Parcel 23	2.13		\$ 24,705.73		\$ 21,502.22
Parcel 24	3.13		\$ 36,304.66		\$ 31,597.15
Parcel 25	16.36		\$ 189,758.53		\$ 165,153.17
Parcel 26 moved to split for	olios		\$ -		\$ -
Parcel 26 (split 2018)	0.49		\$ 5,683.48		\$ 4,946.52
Parcel 26 (split 2018)	0.2		\$ 2,319.79		\$ 2,018.99
Parcel 26 (split 2018)	7.91		\$ 91,747.55		\$ 79,850.95
Parcel 26 (split 2018)	0.15		\$ 1,739.84		\$ 1,514.24
Parcel 26 (split 2018)	0.51		\$ 5,915.46		\$ 5,148.42
Parcel 27 - Unit 1	1.34		\$ 15,542.57		\$ 13,527.22
Parcel 27 - Unit 2	1.47	Parcel 27	\$ 17,050.43		\$ 14,839.56
Parcel 27 - Unit 3	0.96	\$50,392.36	\$ 11,134.97		\$ 9,691.14
Parcel 27 - Unit 4	1.23		\$ 14,266.69		\$ 12,416.77
Total Acres	119.58				

Debt Service Fund - Proposed Budget

Description		Principal	Coupon Rate	Interest	Annual Debt Service
Principal Balance - at March 14, 2017	\$1	13,035,000	5.60%		
5/1/2018	\$	395,000	5.60%	\$ 364,980.00	\$ 1,095,140
11/1/2018				\$ 353,920.00	
5/1/2019	\$	420,000	5.60%	\$ 353,920.00	\$ 1,127,840
11/1/2019				\$ 342,160.00	
5/1/2020	\$	440,000	5.60%	\$ 342,160.00	\$ 1,124,320
11/1/2020				\$ 329,840.00	
5/1/2021	\$	470,000	5.60%	\$ 329,840.00	\$ 1,129,680
11/1/2021				\$ 316,680.00	
5/1/2022	\$	495,000	5.60%	\$ 316,680.00	\$ 1,128,360
11/1/2022				\$ 302,820.00	
5/1/2023	\$	525,000	5.60%	\$ 302,820.00	\$ 1,130,640
11/1/2023				\$ 288,120.00	
5/1/2024	\$	555,000	5.60%	\$ 288,120.00	\$ 1,131,240
11/1/2024				\$ 272,580.00	
5/1/2025	\$	585,000	5.60%	\$ 272,580.00	\$ 1,130,160
11/1/2025				\$ 256,200.00	
5/1/2026	\$	620,000	5.60%	\$ 256,200.00	\$ 1,132,400
11/1/2026				\$ 238,840.00	
5/1/2027	\$	655,000	5.60%	\$ 238,840.00	\$ 1,132,680
11/1/2027				\$ 220,500.00	
5/1/2028	\$	690,000	5.60%	\$ 220,500.00	\$ 1,131,000
11/1/2028				\$ 201,180.00	
5/1/2029	\$	730,000	5.60%	\$ 201,180.00	\$ 1,132,360
11/1/2029				\$ 180,740.00	
5/1/2030	\$	775,000	5.60%	\$ 180,740.00	\$ 1,136,480
11/1/2030				\$ 159,040.00	
5/1/2031	\$	820,000	5.60%	\$ 159,040.00	\$ 1,138,080
11/1/2031				\$ 136,080.00	
5/1/2032	\$	865,000	5.60%	\$ 136,080.00	\$ 1,137,160
11/1/2032				\$ 111,860.00	
5/1/2033	\$	915,000	5.60%	\$ 111,860.00	\$ 1,138,720
11/1/2033				\$ 86,240.00	
5/1/2034	\$	970,000	5.60%	\$ 86,240.00	\$ 1,142,480
11/1/2034				\$ 59,080.00	
5/1/2035	\$	1,025,000	5.60%	\$ 59,080.00	\$ 1,143,160
11/1/2035				\$ 30,380.00	
5/1/2036	\$	1,085,000	5.60%	\$ 30,380.00	\$ 1,145,760

INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF THE HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT FOR THE ELECTION OF SUPERVISORS

DATE OF LANDOWNERS' MEETING: JUNE 4, 2019

TIME: 2:15 P.M.

LOCATION: River Strand Golf and Country Club, 7155 Estuary Trail, Bradenton, FL 34212

Pursuant to Chapter 190, Florida Statutes, after a Community Development District ("District") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors every two years until the District qualifies to have its board members elected by the qualified electors of the district. The following instructions on how all landowners may participate in the election is intended to comply with Section 190.006(2)(b), Florida Statutes, as amended by Chapter 2004-353, Laws of Florida.

A landowner may vote in person at the Landowner's Meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each person that the landowner desires to elect to a position on the Board of Supervisors that is open for election for the upcoming term (three (3) seats on the Board will be up for election). A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the Landowners' Meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board of Supervisors that is open for election for the upcoming term. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The remaining candidate receiving votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by <u>one</u> of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT MANATEE COUNTY, FLORIDA JUNE 4, 2020

OFFICIAL BALLOT

For Election (3 Supervisors): The two (3) candidates receiving the highest number of votes will each receive a four (4) year term, and the remaining candidate shall receive a two (2) year term, with the term of office for each successful candidate commencing upon election.

The undersigned certifies that the undersigned is executing this Official Ballot in his or her individual capacity as landowner, or in his or her capacity as an authorized representative of the entity named below as landowner, (hereinafter, "Landowner") and that Landowner is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Heritage Harbour Market Place Community Development District and described as follows:

Property L	Description		<u> Acreage</u>
		<u></u>	
identificat incorporat	ove the street address of each place ion number of each parcel. If more ted by reference to an attachment her of authorized votes for this ballot	space is needed, identification ereto.]	of parcels owned may be
			_
Ι, _	, i	n my individual capacity as Land	owner; or in my capacity as
an authori	ized representative of Landowner, a	n entity; or as the proxy holder p	ursuant to the Landowners
Proxy atta	ched hereto, do cast my votes as fol	lows:	
	NAME OF CANDIDATE	NUMBE	R OF VOTES
1.			
2.		_	
3.		_	
Date:		Signed:	
		Printed Name:	

NOTE: If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g., bylaws, corporate resolution, etc.).

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT MANATEE COUNTY, FLORIDA JUNE 4, 2020

LANDOWNER PROXY

KNOW ALL MEN BY THESE PRESENTS, that the undersigned hereby constitutes and appoints:

Proxy noider	
For and on behalf of the undersigned to vote as proxy at the meeting of Heritage Harbour Market Place Community Development District to be held at the Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212 said meeting publish Manatee County; and at any adjournments thereof, according to the number of and/or platted lots owned by the undersigned landowner which the undersigned vote if then personally present, upon any question, proposition, or resolution or any which may come before said meeting including, but not limited to, the election of of Supervisors and may vote in accordance with their discretion on all matters no at the time of solicitation of this proxy, which may legally come before the meeting given by the undersigned for said meeting is hereby revoked. This proxy is to cordate hereof until the conclusion of the landowners meeting and any adjourn thereof, but may be revoked at any time by notice thereof, in writing, filed witheritage Harbour Market Place Community Development District.	ne River Strand Country hed in a newspaper in acres of unplatted land ed would be entitled to my other matter or thing f members of the Board et known or determined g. Any proxy heretofore natione in force from the ment or adjournments
Signed:	
Print Name:	
Date:	
Property Description	Acreage
[Insert above the street address of each parcel, the legal description of each identification number of each parcel. If more space is needed, identification of incorporated by reference to an attachment hereto.]	
The number of authorized votes for this proxy is:	
NOTE: If the fee simple landowner is not an individual, and is instead a corpo	oration, limited liability

company, limited partnership or other entity, evidence that the individual signing on behalf of the entity

has the authority to do so should be attached hereto. (e.g., bylaws, corporate resolution, etc.).

BOARD OF SUPERVISOR'S

HERITAGE HARBOUR MARKET PLACE COMMUNITY DEVELOPMENT DISTRICT

FINANCIAL STATEMENTS

December 31, 2019

Board of Supervisor's

Terry Kirschner, Chairman William Riley, Vice Chairman Russell Smith, Assistant Secretary Scott Edwards, Assistant Secretary Matthew Morris, Assistant Secretary

James P. Ward District Manager 2900 NE 12th Terrace, Suite I Oakland Park, Florida 33334

Phone: 954-658-4900 E-mail: JimWard@jpwardassociates.com



Balance Sheet - All Funds and Account Groups as of December 31, 2019

	Governmental Funds							Accoun	t Grou			
		General Fund		Debt Service Fund		Capital Projects Fund		General Long Term Debt		eneral Fixed Assets	Totals (Memorandum Only)	
Assets												
Cash and Investments												
General Fund - Invested Cash	\$	162,128	\$	-	\$	-	\$	-	\$	-	\$	162,128
Capital Projects Fund-Deferred Cost Account		-		-		-		-		-		-
Debt Service Fund												
Revenue Account		-		31,811		-		-		-		31,811
Reserve Account		-		200,000		-		-		-		200,000
Interest Account		-	0		-		-		-			0
Due from Other Funds												
General Fund		-		-		-		-		-		-
Debt Service - Series 2005		-		-		-		-		-		-
Capital Projects Fund				-								-
Market Valuation Adjustments		-		-		-		-		-		-
Due from Other Governments		-		-		-		-		-		-
Accounts Receivable		-		-		-		-		-		-
Prepaid Expenses		-		-		-		-		-		-
Amount Available in Debt Service Funds		-		-		-		231,811		-		231,811
Amount to be Provided by Debt Service Funds		-		-		-	11,	988,189		-		11,988,189
General Fixed Assets		-		-		-		-		4,346,527		4,346,527
Total Asset	s \$	162,128	\$	231,811	\$	-	\$ 12,	220,000	\$	4,346,527	\$	16,960,466

Balance Sheet - All Funds and Account Groups as of December 31, 2019

		Governmental Fund	ds	Accoun	t Groups	
	General Fund	Debt Service Fund	Capital Projects Fund	General Long Term Debt	General Fixed Assets	Totals (Memorandum Only)
Liabilities						
Accounts Payable & Payroll Liabilities	\$ -	\$ 13,829	\$ -	\$ -	\$ -	\$ 13,829
Deferred Revenue	-	-	-	-	-	-
Due to Other Governments	-	-	-	-	-	-
Due to Other Funds						
General Fund	-	-	-	-	-	-
Debt Service - Series 2005	-	-	-	-	-	-
Matured Bonds Payable - Series 2005	-	-	-	-	-	-
Matured Interest Payable - Series 2005	-	-	-	-	-	-
Bonds Payable - Series 2005	-	-	-	12,220,000	-	12,220,000
Total Liabilities	\$ -	\$ 13,829	\$ -	\$ 12,220,000	\$ -	\$ 12,233,829
Fund Equity and Other Credits						
Investment in General Fixed Assets	-	-		-	4,346,527	4,346,527
Fund Balance						
Restricted						
Beginning: October 1, 2019	-	311,401	-	-	-	311,401
Results from Current Operations	-	(93,419)	-	-	-	(93,419)
Unassigned						
Beginning: October 1, 2019	124,512	-	-	-	-	124,512
Results from Current Operations	37,616	-	-	-	-	37,616
Total Fund Equity and Other Credits		217,982		-	4,346,527	4,726,636
Total Liabilities, Fund Equity and Other Credits	\$ 162,128	\$ 231,811	\$ -	\$ 12,220,000	\$ 4,346,527	\$ 16,960,466

General Fund Statement of Revenue, Expenditures and Changes in Fund Balance for the Period Ending December 31, 2019

	0	ctober	No	ovember	De	ecember	Yea	ar to Date	Annual Budget	% of Budget
Revenue and Other Sources										
Carryforward	\$	-	\$	-	\$	-	\$	-	\$ -	N/A
Miscellaneous Revenue		-		-		-		-	-	N/A
Interest										
Interest - General Checking		4		5		6		15	400	4%
Special Assessment Revenue										
Special Assessments - Uniform Method		277		91		2,383		2,752	27,576	10%
Special Assessments - Non-Uniform Mthd		-		58,789		-		58,789	58,789	100%
Inter-Fund Group Transfers In		-		-		-		-	-	N/A
Total Revenue and Other Sources:	\$	282	\$	58,885	\$	2,389	\$	61,555	\$ 86,765	71%
Expenditures and Other Uses										
Legislative										
Board of Supervisor's Fees	\$	-	\$	-	\$	-	\$	-	\$ 1,200	0%
Board of Supervisor's - FICA		-		-		-		-	92	0%
Executive										
Executive Salaries		2,692		4,038		2,692		9,423	41,000	23%
Executive Salaries - FICA		206		309		206		721	2,678	27%
Executive Salaries - Insurance		-		-		-		-	-	N/A
Financial and Administrative										
Audit Services		-		-		-		-	5,700	0%
Accounting Services		218		394		150		761	3,500	22%
Assessment Roll Preparation		-		-		-		-	-	N/A
Arbitrage Rebate Services		-		-		-		-	500	0%
Other		-		-		-		-	-	N/A
Other Contractual Services										
Recording and Transcription		-		-		-		-	250	0%
Legal Advertising		-		-		-		-	2,400	0%

General Fund Statement of Revenue, Expenditures and Changes in Fund Balance for the Period Ending December 31, 2019

	Oc	tober	N	lovember	D	ecember	Ye	ar to Date	Annual Budget	% of Budget
Trustee Services		-		-		-		-	5,810	0%
Dissemination Agent Services		5,000		-		-		5,000	5,000	100%
Property Appraiser Fees		-		-		-		-	-	N/A
Bank Services		32		32		48		112	500	22%
Travel and Per Diem		-		-		-		-	-	N/A
Communications & Freight Services										
Telephone		-		-		-		-	-	N/A
Postage, Freight & Messenger		-		-		-		-	300	0%
Rentals & Leases										
Miscellaneous Equipment Leasing		-		-		-		-	-	N/A
Computer Services and Website				-		-				
Development		609		609		609		1,826	7,560	24%
Insurance		-		5,922		-		5,922	6,000	99%
Printing & Binding		-		-		-		-	100	0%
Office Supplies		-		-		-		-	-	N/A
Subscription & Memberships		175		-		-		175	175	100%
Legal Services										
Legal - General Counsel		-		-		-		-	4,000	0%
Legal - Litigation Counsel		-		-		-		-	-	N/A
Comprehensive Planning										
Professional Services-Planning		-		-		-		-	-	N/A
Other General Government Services										
Engineering Services - General Fund		-		-		-		-	1,000	0%
Property Owner Refunds		-		-		-		-	-	N/A
Payroll Expenses		-		-		-		-	-	N/A
Capital Outlay		-		-		-		-	-	N/A
Total Expenditures and Other Uses:	\$	8,931	\$	11,304	\$	3,705	\$	23,940	\$ 87,765	27%
Net Increase/ (Decrease) of Fund Balance		(8,650)		47,581		(1,316)		37,616	N/A	
Fund Balance - Beginning		124,512		115,862		163,443		124,512	114,470	
Fund Balance - Ending	\$	115,862	\$	163,443	\$	162,128	\$	162,128	\$ 114,470	

Debt Service Fund - Series 2005 Bonds Statement of Revenue, Expenditures and Changes in Fund Balance for the Period Ending December 31, 2019

	October		N	ovember	December		Ye	ar to Date	Budget	% of Budget
Revenue and Other Sources										
Carryforward	\$	-	\$	-	\$	-	\$	-	\$ -	N/A
Interest Income										
Revenue Account		19		25		0		44	-	N/A
Reserve Account		30		25		25		80	1,500	5%
Interest Account		-		-		-		-	-	N/A
Special Assessment Revenue										
Special Assessments - Uniform Method		1,480		1,117		29,091		31,688	336,902	9%
Special Assessments - Non-Uniform Mthd		216,930		-		-		216,930	785,918	28%
Inter-Fund Group Transfers In		-		-		-		-	-	N/A
Total Revenue and Other Sources:	\$	218,457	\$	1,167	\$	29,116	\$	248,741	\$ 1,124,320	22%
Expenditures and Other Uses										
Debt Service										
Principal - Mandatory	\$	-	\$	-	\$	-	\$	-	\$ 440,000	0%
Principal - Early Redemptions		-		-		-		-	-	N/A
Interest Expense		_		342,160		-		342,160	684,320	50%
Legal Services										
Legal - Foreclosure Counsel		_		-		-		-	-	N/A
Operating Transfers Out		_		-		-		_	-	N/A
Inter-Fund Group Transfers Out		_		-		-		-	-	N/A
Trustee Services		_		-		-		_	-	N/A
GF-Litigation (Parcel 19/20)		_		-		-		-	-	N/A
CPF-Deferred Cost Account		_		-		-		-	-	N/A
Total Expenditures and Other Uses:	\$	-	\$	342,160	\$	-	\$	342,160	\$ 1,124,320	30%
Net Increase/ (Decrease) of Fund Balance		218,457		(340,993)		29,116		(93,419)	-	
Fund Balance - Beginning		311,401		529,858		188,866		311,401	321,417	
Fund Balance - Ending	\$	529,858	\$	188,866	\$	217,982	\$	217,982	\$ 321,417	

Capital Projects Fund Statement of Revenue, Expenditures and Changes in Fund Balance

for the Period Ending December 31, 2019

		ober	November		December		Year to Date		Budget		% of Budget	
Revenue and Other Sources												
Carryforward	\$	-	\$	-	\$	-	\$	-	\$	-	N/A	
Interest Income												
Deferred Cost Account		-		-		-		-		-	N/A	
Operating Transfers In		-		-		-		-		-	N/A	
Total Revenue and Other Sources:	\$	-	\$	-	\$	-	\$	-	\$	-	N/A	
Expenditures and Other Uses												
Flood Control - Stormwater Management												
Engineering Services	\$	-	\$	-	\$	-	\$	-	\$	-	N/A	
Legal Services		_		-		-		-		-	N/A	
Operating Transfers Out		_		-		-		-		-	N/A	
Total Expenditures and Other Uses:	\$	-	\$	-	\$	-	\$	-	\$	-	N/A	
Net Increase/ (Decrease) of Fund Balance		_		_		-		-		-		
Fund Balance - Beginning		_		-		-		-		_		
Fund Balance - Ending	\$		\$		\$	-	\$	-	\$	-		