

**MINUTES OF MEETING
HERITAGE HARBOUR MARKET PLACE
COMMUNITY DEVELOPMENT DISTRICT**

The Public Hearing and Regular Meeting of the Board of Supervisors of the Heritage Harbour Market Place Community Development District was held on Thursday, April 1, 2021 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:

Danielle Graef	Vice Chairperson
Dan Hulgas	Assistant Secretary
Bill Riley	Assistant Secretary

Absent:

Russell Smith	Chairperson
Bill Nesbitt	Assistant Secretary

Also present were:

James P. Ward	District Manager
Wes Haber	District Counsel
Racquel McIntosh	Grau and Associates

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.

**PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE
TRANSCRIBED IN *ITALICS*.**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

District Manager James P. Ward called the meeting to order at approximately 2:38 p.m. He called roll and all Members of the Board were present, with the exception of Supervisor Smith and Supervisor Nesbitt, constituting a quorum.

SECOND ORDER OF BUSINESS

Consideration of Minutes

February 4, 2021 Regular Meeting

Mr. Ward asked if there were any additions, corrections, or deletions to the Minutes. Hearing none, he called for a motion to approve the February 4, 2021 Regular Meeting Minutes.

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, the February 4, 2020 Regular Meeting Minutes were approved.

THIRD ORDER OF BUSINESS

PUBLIC HEARING

a. PUBLIC HEARING – FISCAL YEAR 2022 BUDGET

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. Danielle Graef, and with all in favor, the Public Hearing was opened.

Mr. Ward stated this was the opportunity for any members of the public present by phone or video conference to ask questions or make comments with respect to the Budget. He asked if there were any public comments or questions with respect to the Fiscal Year 2022 Budget; hearing none, he called for a motion to close the public hearing.

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

II. Board Comment

Mr. Ward asked if there were any Board comments or questions. He noted he reviewed the budget with the Board at the previous meeting. There were no questions or comments.

III. Consideration of Resolution 2021-3 adopting the annual appropriation and Budget for Fiscal Year 2022

Mr. Ward called for a motion for Resolution 2021-3 relating to the annual appropriations, adopting the Budget for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, Resolution 2021-3 was adopted, and the Chair was authorized to sign.

b. FISCAL YEAR 2022 IMPOSING SPECIAL ASSESSMENTS; ADOPTING AN ASSESSMENT ROLL AND APPROVING THE GENERAL FUND SPECIAL ASSESSMENT METHODOLOGY

Mr. Ward indicated this public hearing was related to the imposition of the special assessments for the general fund, certification of an assessment roll, and approval of the special assessment methodology for the District.

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 Ms. Danielle Graef, and with all in favor, the Public Hearing was opened.

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

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

II. Board Comment

Mr. Ward: The assessments are levied in exactly the same way in which they were levied in the prior year. That's essentially based on the acreage of the parcel. If you have any questions with respect to your imposition or your assessments, I will be happy to answer them. He asked if there were any questions; there were none.

III. Consideration of Resolution 2021-4 imposing special assessments, adopting an assessment roll and approving the general fund special assessment methodology

Mr. Ward called for a motion.

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, Resolution 2021-4 was adopted, and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-5

Consideration of Resolution 2021-5 designating the dates, time, and location for regular meetings of the Board of Supervisors of the District

Mr. Ward stated Resolution 2021-5 set the Board Meeting dates, times and locations for Fiscal Year 2021 Board Meetings. He noted the Meetings were set for the first Thursday of each month at 1:00 p.m. at the River Strand Golf and Country Club, 7155 Grand Estuary Trail, Bradenton, Florida 34212. He commented the HHM CDD Board would likely meet twice next year (March and May). He noted the dates, times and locations were not fixed and could be changed. He explained this Resolution allowed him to advertise once for the meetings in toto as opposed to advertising for each meeting individually. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, Resolution 2021-5 was adopted, and the Chair was authorized to sign.

FIFTH ORDER OF BUSINESS**Consideration of Acceptance****Consideration of the Acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2020**

Mr. Ward indicated Racquel McIntosh with Grau and Associates would present the Audited Financial Statements.

Ms. Racquel McIntosh with Grau and Associates reviewed the Audited Financial Statements for the Fiscal Year ended September 30, 2020. She stated page 1 reflected the Independent Auditor's Opinion. She indicated Grau and Associates had an unmodified/clean opinion of the Financial Statements, which meant Grau believed the Financial Statements were presented fairly in all respects. She stated page 9 was the Balance Sheet for the General and Debt Service Funds. She reported the total fund balance for the fiscal year ended was \$464,937 dollars; the majority of this was in the Debt Service Fund (approximately \$330,000 dollars) and the General Fund had just over \$135,000 dollars. She noted the General Fund contained some assigned funds (\$11,000 dollars) which were to be used to balance the fiscal year 2021 budget, and the remainder of the fund balance in the General Fund was unassigned and available for spending at the Board's discretion while the Debt Service fund was restricted for use for the debt issued. She stated on page 11 of the report was the Statement of Revenues, Expenditures, and Changes in Fund Balances: revenues exceeded expenditures for the fiscal year ended September 30, 2020. She noted in the General Fund this came in at \$10,594 dollars and in the Debt Service Fund this was \$18,430 dollars. She indicated the notes to the financial statements did not change significantly for the year. She noted on page 19, for the Series 2005 bonds, the District still had \$11.8 million dollars outstanding. She reported on page 21 was the Budget to Actual Report for the General Fund. She stated the Board adopted a Budget of \$88,695 dollars in revenues and appropriations; revenues came in at \$86,900 dollars, and expenditures came in at \$76,300 dollars; therefore, the District was in compliance with the Budget Statute. She stated on page 23 was Grau's report on the District's Internal Control over Financial Reporting and Compliance which reflected Grau did not detect any material weaknesses or significant deficiencies in the Internal Controls, nor did Grau have any compliance related findings or other findings related to Internal Controls. She reported Grau also had an unmodified opinion regarding the District's Compliance with Florida Statute 218.415 which meant Grau believed the District complied in all material respects with the requirements of Florida Statute 218.415. She stated page 27 of the report indicated there were no current or prior year findings for the Fiscal Year ended September 30, 2020. She asked if there were any questions; there were none.

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, Audited Financial Statements for the Fiscal Year ended September 30, 2020 were accepted for purposes of inclusion in the record.

SIXTH ORDER OF BUSINESS**Staff Reports**

Staff Reports

I. District Attorney

No report.

II. District Engineer

No report.

III. District Manager

- a) **Financial Statement for period ending January 31, 2021 (unaudited)**
- b) **Financial Statement for period ending February 28, 2021 (unaudited)**

No report.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

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

He asked if there were any audience questions or comments; there were none.

EIGHTH ORDER OF BUSINESS

Adjournment

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

On MOTION made by Mr. Bill Riley, seconded by Ms. Danielle Graef, and with all in favor, the Meeting was adjourned.

Heritage Harbour Market Place
Community Development District

James P. Ward

James P. Ward, Secretary

Russell Smith

Russell Smith, Chairperson

Signature: 
Russell Smith (Jun 7, 2021 08:04 EDT)

Email: russell.r.smith@lennar.com

Signature: 

Email: jimward@jpwardassociates.com









HHM - Minutes 04 01 2021 - to be signed

Final Audit Report

2021-06-07

Created:	2021-06-04
By:	Cori Dissinger (coridissinger@jpwardassociates.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPGW-IKWQJ50q_Ctrh46mlZvambUSyA6

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2021-06-04 - 6:25:28 PM GMT- IP address: 35.153.123.180
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