

**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, May 2, 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:**

Terry Kirschner	Chairperson
Bill Riley	Vice Chairperson
Russell Smith	Assistant Secretary

**Absent:**

Matthew Morris	Assistant Secretary
Matthew Koratich	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 2:47 p.m. and all Members of the Board were present at roll call except Supervisor Matthew Morris and Supervisor Matthew Koratich.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes**

**September 6, 2018 – Regular Meeting**

Mr. Ward asked if there were any additions, corrections or deletions for the September 6, 2018 Regular Meeting Minutes. Hearing none, he called for a motion.

<p><b>On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, the Minutes from the September 6, 2018 Regular Meeting were accepted.</b></p>
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**THIRD ORDER OF BUSINESS****Consideration of Resolution 2019-1**

**Consideration of Resolution 2019-1 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing for Thursday, August 1, 2019 at 2:15 P.M. at the River Strand Golf and Country Club (Clubhouse), 7155 Grand Estuary Trail, Bradenton, Florida 34212, on the Proposed Budget.**

Mr. Ward stated Resolution 2019-1 approved the FY-2020 Budget and set the Public Hearing for Thursday August 1, 2019 at 2:15 p.m. at the River Strand Golf and Country Club. He noted a copy of the Budget was included in the Agenda Packet. He explained the Budget looked different on a per unit basis; however, it was relatively the same as previous, only having risen \$1 dollar or \$2 dollars here and there depending upon the parcel owned. He noted the Debt Service Fund was unchanged.

**On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, Resolution 2019-1 was adopted as above and the Chair was authorized to sign.**

**FOURTH ORDER OF BUSINESS****Consideration of Agreement**

**Consideration of Acceptance of the Agreement with the Manatee County Property Appraiser to utilize the Uniform Method of Collections for the District's Assessments.**

Mr. Ward explained this was an Agreement the District entered when first established as required by law. He noted the new Agreement updated daily operation terms; it did not change the rate paid to the Property Appraiser of Tax Collector (1.5% to each) for the amount collected. He stated the Property Appraiser and Tax Collector requested this new Agreement. He indicated the Agreement could not be altered in any way.

**On MOTION made by Mr. Bill Riley, seconded by Mr. Russell Smith, and with all in favor, the Agreement with the Manatee County Property Appraiser to utilize the Uniform Method of Collections for the District's Assessments was accepted.**

**FIFTH ORDER OF BUSINESS****Consideration of Audited Financial Statement**

**Consideration of Acceptance of the Audited Financial Statement for the Fiscal Year ended September 30, 2018.**

Ms. Michelle McIntosh with Grau & Associates reviewed the Audited Financial Statement for the Fiscal Year ended September 30, 2018. She stated Grau & Associates had an unmodified/clean opinion of the Financial Statements, which meant the Financial Statements were presented fairly in all respects. She stated page 9 was the Balance Sheet and showed the Total Fund Balance to be approximately \$449,000 dollars, consisting of a General Fund balance of \$127,038 dollars and Debt Service Fund balance of \$322,000 dollars. She noted the General Fund balance was unassigned and available for spending at the District's discretion; however, the Debt Service Fund balance was restricted for Debt Service and could not be used for any other purpose. She stated Page 11 was the Statement of Revenues, Expenditures

and Changes in Fund Balances which showed the net change for the District was \$1.538 million dollars of which the General Fund increased its fund balance by over \$50,000 dollars, the Debt Service increased its fund balance by approximately \$1.7 million dollars, and the Capital Projects Fund reduced its fund balance by \$238,000 dollars. She reported page 21 was the Budget and Actual Report for the General Fund which showed the Final Budget for Fiscal Year ended September 30, 2018 had total revenues of \$366,027 dollars with actual amount corrected of \$45,000 dollars more, equaling \$411,000 dollars. She stated page 23 was Grau's report on the District Internal Control over Financial Reporting and Compliance and she was happy to report the Audit did not detect any material weaknesses, significant deficiencies, or other findings in the Internal Controls. She noted Page 25 was Grau's report on the District's Compliance with Florida Statute 218.415. She indicated Grau believed the District complied in all material respects with the requirements of Florida Statute 218.415. She stated on page 27 of the report indicated there were no current year findings or recommendations for the Fiscal Year ended September 30, 2018.

**On MOTION made by Mr. Russell Smith, seconded by Mr. Bill Riley, and with all in favor, the Agreement with the Audited Financial Statement for the Fiscal Year ended September 30, 2018 was accepted for inclusion in the record.**

## SIXTH ORDER OF BUSINESS

### Staff Reports

#### Staff Reports

**a) District Attorney**

District Attorney Jere Earlywine reviewed a number of bills the he was tracking in Tallahassee and briefly discussed how said bills might affect the CDD.

**b) District Engineer**

No Report.

**c) District Manager**

**I. Financial Statements for the month ended March 31, 2019**

**II. Report on Number of Registered Voters as of April 15, 2019**

Mr. Ward reported there were 0 (zero) registered voters in the District as the District was strictly a commercial area. He noted no action was required of the Board at this time. Mr. Russell Smith asked what would happen if an apartment complex was built on Market Place property. Mr. Ward responded if this happened the Board would be required to take certain actions as required by Florida Statute, to include renter representation on the CDD Board.

**SEVENTH ORDER OF BUSINESS**

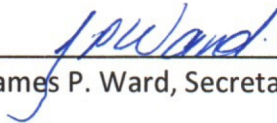
**Adjournment**


Mr. Ward adjourned the meeting at approximately 3:00 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

**HERITAGE HARBOUR MARKET PLACE  
COMMUNITY DEVELOPMENT DISTRICT**

  
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James P. Ward, Secretary

  
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Russell Smith, Chairman