



***HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Regular Meeting

***Tuesday
October 10, 2023
5:30 p.m.***

***Location:
Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, FL 33558***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Heritage Harbor Community Development District

250 International Parkway, Suite 208
Lake Mary FL 32746
(321) 263-0132

Board of Supervisors
Heritage Harbor Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development District is scheduled for **Tuesday, October 10, 2023 at 5:30 p.m.** at the **Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, FL 33558.**

An advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-285 or tdobson@dpfgmc.com. We look forward to seeing you at the meeting.

Sincerely,

Tish Dobson

Tish Dobson
District Manager

Cc: Attorney
Engineer
District Records

District: **HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Tuesday, October 10, 2023
Time: 5:30 PM
Location: Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, Florida 33558

Call-in Number: +1 (929) 205-6099

Meeting ID: 913 989 9080

Passcode: 842235

Zoom Link:

<https://vestapropertyservices.zoom.us/j/9139899080?pwd=aFdWVzFxb3Y0L2w4eG9VTnZRakl0UT09>

Revised Agenda

- I. Roll Call**
- II. Audience Comments** – (limited to 3 minutes per individual for agenda items)
- III. Presentation of Proof of Publication(s)** [Exhibit 1](#)
- IV. Landscape & Pond Maintenance**
 - A. Greenview Landscape as Inspected by OLM – September 28, 2023– 93.5% [Exhibit 2](#)
 - B. Steadfast Environmental – Waterway Inspection Report [Exhibit 3](#)
 - C. Consideration of Steadfast Environmental Aquatic Plantings Proposal [Exhibit 4](#)
- V. Consent Agenda**
 - A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held September 12, 2023 [Exhibit 5](#)
 - B. Consideration for Acceptance – The August 2023 Unaudited Financial Report [Exhibit 6](#)
- VI. Business Matters**
 - A. Consideration of Southscapes Landscape Proposals [Exhibit 7](#)
 - 1. Mulching
 - 2. **Jasmine Installation**
 - B. Consideration of Club Car Café Express Golf Cart Proposal [Exhibit 8](#)
 - C. Consideration of U.S. Water Services Reclaimed Water Meter Proposal [Exhibit 9](#)
 - D. Consideration of Wayne’s World of Refrigeration – Freezer Replacement Proposal [Exhibit 10](#)
 - E. Consideration of Pool Slide Insurance Request [Exhibit 11](#)

VI. Business Matters – continued

F. Consideration of Cypress Green Entrance Electrical Proposal Options [Exhibit 12](#)

1. G.L. Polk & Company Inc.
2. HIMES

G. Consideration of Guardhouse Roofing Proposal Options [Exhibit 13](#)

1. Classic Roofing & Construction
2. Mitchell Roof Systems – *previously presented*

VII. Staff Reports

- A. District Attorney
- B. District Engineer
- C. District Manager & Field Operations Report [Exhibit 14](#)
- D. Golf Operations

VIII. Supervisors Requests

IX. Audience Comments – New Business – *(limited to 3 minutes per individual for non-agenda items)*

X. Next Meeting Quorum Check: November 14, 5:30 PM

David Penzer	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Russ Rossi	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Clint Swigart	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Shelley Grandon	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Jeffrey Witt	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

XI. Adjournment

EXHIBIT 1

HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT NOTICE OF BOARD OF SUPERVISORS REGULAR MEETING

Notice is hereby given that a regular meeting of the Board of Supervisors of the Heritage Harbor Community Development District (the “**District**”) will be held on Tuesday, October 10, 2023, at 5:30 p.m. at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, FL. The purpose of the meeting is to discuss any topics presented to the board for consideration.

Copies of the agenda may be obtained from the District Manager, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746, Telephone (321) 263-0132, Ext. 285.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued in progress without additional notice to a date, time, and place to be specified on the record at the meeting. There may be occasions when Staff and/or Supervisors may participate by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the meeting is asked to advise the District Manager’s office at least forty-eight (48) hours before the meeting by contacting the District Manager at (321) 263-0132, Ext. 285. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for assistance in contacting the District Manager’s office.

A person who decides to appeal any decision made at the meeting, with respect to any matter considered at the meeting, is advised that a record of the proceedings is needed and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Heritage Harbor Community Development District

Tish Dobson, District Manager

(321) 263-0132, Ext. 285

September 29, 2023

23-03004H

EXHIBIT 2



HERITAGE HARBOR CDD

LANDSCAPE INSPECTION
September 28, 2023

ATTENDING:
PAUL WOODS – OLM, INC.

SCORE: 93.5%

**NEXT INSPECTION
OCTOBER 26, 2023 AT 9:00 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

HARBOR TOWNE

1. Tennis court entrance: Retrench mulch to maintain it within the sidewalk edge.
2. Proceed with turf, tree, shrub, and palm fertilizations as the fertilizer blackout period ends.
3. Replace pest damaged turf under warranty near the Lending Library box adjacent to the bike rack.
4. Maintain Firecracker in a loose flowering form. Hand prune overgrowth extending into sidewalk areas.
5. Near the Pro Shop: Use a pole saw to prune suckering growth from Crape Myrtles extending over the gutters and off building sides.
6. Redistribute bed mulch after periods of rain.
7. Golf cart landing Pro Shop entrance: Use sanitized pruning tools to hand prune stubs from Fan Palm.
8. Remove foot traffic damaged Liriope in the pebble stone bed near the Pro Shop entrance.
9. Throughout club parking: Continue to elevate suckering growth and weak attachment in Oak trees.
10. Driving range: Fertilize and pocket prune Loropetalum hedgerow, stimulating flush of new and improved growth.
11. Behind the lift station: Rejuvenate prune Fakahatchee Grass.

COMMONS

12. Bluewater village entrance: Rejuvenate prune Red Fountain Grass for visibility of the monument sign.

13. North of the clubhouse near Fishermans Pier Court: Establish and maintain Viburnum at a uniform height. Pocket prune plants to promote improved screening growth.
14. North end of the parkway: Prune back Brazilian Pepper overgrowing the fence.
15. Prune back Brazilian Pepper and Wax Myrtle along the south perimeter of the sports field.
16. North of the pumphouse: Use loppers or limb saw to remove dead wood from Wax Myrtles to green stem to promote flush of new growth.
17. Cigar island in the 19400 block: Control weeds and pest activity in turf. Repair areas of turf loss due to pest injury under warranty.
18. Right-of-way areas between Sea Mist Lane and Monterey Bay: Control broadleaf weeds in turf.
19. New Haven entrance monument: Pinch Coleus to maintain clearance at the village lettering.
20. Prune Palmettos as needed to maintain sidewalk clearance along the Waterford Landing Drive right-of-way adjacent to tee box #13.
21. Pocket park in the 4300 of Harbor Lake: Prune and elevate 2 roadside Oak trees, removing suckering growth and maintaining sidewalk clearance. This will also help sunlight penetration to shade-impacted turf.
22. Throughout village entrance monuments: Continue to stagger prune Dwarf Oleander, promoting a compact flowering shrub.
23. Entrance: Control weeds in turf.
24. Entrance: Remove palm volunteers and viney growth from Junipers along the exit side berm.
25. Entrance: Reduce overall height of Dwarf Oleanders near the frontage sidewalks to maintain uninterrupted views of Lutz Lake Fern Road.
26. Entrance: Remove large weed from Fakahatchee Grass bed near the inbound turn lane.
27. Entrance, at the water feature: Tip prune Copperleaf plants, promoting a massing growth form.
28. East Lutz Lake Fern Road frontage: Use nonselective herbicides to eliminate unserviceable small grass strips. I recommend redistributing or adding pinestraw to promote a natural appearance consistent with the remainder of the frontage.
29. Cypress Green Drive entrance: Tip prune Jatropha, maintaining it within the planter.
30. Maintain sprinklers in a vertical position.

31. Throughout the S curve in the 19100 block of Fishermans Bend Drive: Prune back Brazilian Pepper overgrowth, maintaining the mowable strip between sidewalk and wood line.
32. Pocket park adjacent to 19225 Fishermans Bend Drive: Elevate the Oak tree growing down into the sidewalk area. Contractor is reminded that 8 to 10 feet of sidewalk clearance is within scope of work.

CATEGORY III: IMPROVEMENTS – PRICING

1. Harbor Towne, pool entrance: Provide a price to remove and replace Nandina with Copperleaf across the wall fronts. Maintain the small grouping immediately next to the police notice sign.
2. Near the Pro Shop entrance: Provide a price to capture the downspout discharge, collecting it into a corrugated pipe. Determine if it is able to be tied into the clubhouse downspout to eliminate erosion at the front of the Pro Shop.
3. Harbor Towne: Provide a price to infill areas of erosion north of the cart barn with clean soil and Bahia sod.
4. Provide a price to install Bahia sod in unirrigated right-of-ways.
5. Provide a price to remove dead Pine tree near the lift station south of Monterey Bay.
6. Determine if Greenview can assist in removing dead Pine trees along the golf course fairway on the western Lutz Lake Fern Road frontage and if so provide a proposal for this service.

CATEGORY IV: NOTES TO OWNER

1. It appears the storm water inlet drain at the maintenance shop driveway is clogged resulting in standing water.

CATEGORY V: NOTES TO CONTRACTOR

NONE

cc: Jackie Leger jleger@dpfgmc.com
Tish Dobson tdobson@dpfgmc.com
Ray Leonard rleonard@greenacre.com
Larry Rhum debs@greenviewfl.com

HERITAGE HARBOR CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10	-10	Broadleaf and grassy/complete warranty
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10		
CLEANLINESS	10		
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

Date: 9-28-23 _____ Score: 93.5 Performance Payment™100__

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____



EXHIBIT 3



Heritage Harbor CDD Aquatics

Inspection Date:

10/2/2023 1:57 PM

Prepared by:

Lee Smith

Account Manager

STEADFAST OFFICE:
WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 37

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

No nuisance vegetation growth was observed. Pond is in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 38

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Some subsurface algae growth was noted throughout this pond. No other nuisance vegetation was observed. Technician will monitor and treat accordingly.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 39

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Some organic material was noted on the bottom of this pond near the shorelines. Pond is in excellent condition, routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 40

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Some subsurface growth was noted, but nothing of concern. Pond is in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 41

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

The shoreline is clear of nuisance vegetation. There are a couple patches of decaying Torpedo grass and Slender Spikerush floating in the water. Technician will target these grasses during the next maintenance event.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

SITE: 42

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

The only nuisance vegetation growth observed in this pond was minor amounts of Torpedo grass along the shoreline. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 43

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

No nuisance vegetation growth was observed. Pond is in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 44

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Minor amounts of subsurface algae was present within this pond. Technician will monitor closely and treat accordingly.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 45

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

No nuisance vegetation was present on resident side of pond. Pond is in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
		<input type="checkbox"/> Other:	

SITE: 46

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Some torpedo grass was present along the shoreline in minor amounts. This grass will be targeted by the technician during the next visit.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
		<input type="checkbox"/> Other:	

MANAGEMENT SUMMARY



As October begins, the conditions that influence the ponds are seeing a slight turn. Nights & mornings are already cooling off, and as temperatures cool and days shorten in length; both of these have the effect of decreasing growth rates for surface algae and nuisance species alike. Occasional heavy rains are still common, but the hurricane season is coming to an end which means that these rains should taper off as the month progresses. Pond levels are high, and a large influx of water usually has the benefit of resetting pond biology by allowing nutrients in the water column to exit the pond into the wetlands. Decreased water temperatures and sudden wind and rain are both capable of stressing fish populations, and contribute to the occasional fish kill. This is normal for early fall (or due to an extended summer) and are not primarily caused by treatments targeted against nuisance algae and vegetation.

Hopefully as conditions enter a true fall phase, and plant growth slows, technicians will be able to switch from reactive & preventative treatment methods (which were directly combating rapid new growth) to proactive treatments (to begin to make headway in overgrown areas of select ponds now that regrowth rates are starting to slow).

At the time of this inspection, many of the ponds were in great or excellent condition. Across most ponds algal activity was present in minor amounts, if any at all. Some of the observed algae was already decaying, and any ponds with notable amounts will be on our technician's radar for future visits. Likewise, nuisance grasses along the observed pond's banks were present in minor amounts. The major issue noted on this inspection were these grasses, and they will be our main focus moving forward. We will continue on with routine treatment with the goal of eradicating as much of this nuisance vegetation as possible.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid overtreating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



Heritage Harbor CDD
Heritage Harbor Pkwy, Lutz, FL

Gate Code:

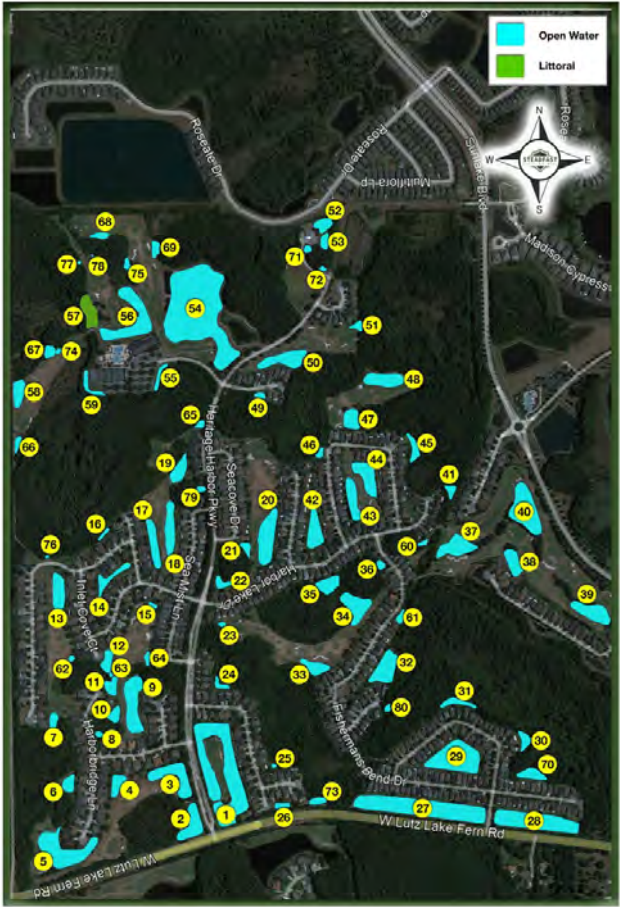


EXHIBIT 4



Steadfast Environmental, LLC

30435 Commerce Drive Ste 102 | San Antonio, FL 33576
 813.836.7940 | office@steadfastenv.com
 www.SteadfastEnv.com

Proposal

Date 9/28/2023 **Proposal #** 964

Customer Information		Project Information	
Heritage Harbor CDD c/o Vesta Property Services 250 International Pkwy, Suite 208 Lake Mary, FL 32746		Heritage Harbor Aquatic Plantings Ponds #8,13,17,18,56	
Contact		Proposal Prepared By:	Lee Smith
Phone	813-758-4841	Type Of Work	Plantings
E-mail	tdobson@vestapropertyser...		
Account #			

Steadfast Environmental, LLC. proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	Cost
<p>Planting of 1,300 Bare-Root Pickerelweed Plants @ 18" off center along the banks of Ponds #8,13,17,18, & 56, for the purposes of nutrient uptake & to provide a barrier to shoreline erosion. Additional benefits include aesthetic enhancement and habitat for fish/wildlife.</p> <p>All plants will be of bare root size, planted on average 2' from the high water mark to form a protective buffer from the pond banks. Please observe the green areas of the included maps, denoting which areas of the banks are to receive plantings.</p> <p>Steadfast guarantees a 75% survival rate. No warranty after 30 days.</p> <p>Est Timeframe : 1 Day</p>		1,350.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Total \$1,350.00

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

Accepted this _____ day of _____, 20____.

Signature: _____ Printed Name and Title: _____

Representing (Name of Firm): _____

atborbridge Ln

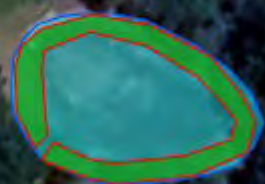


Image © 2023 Airbus

9/2023

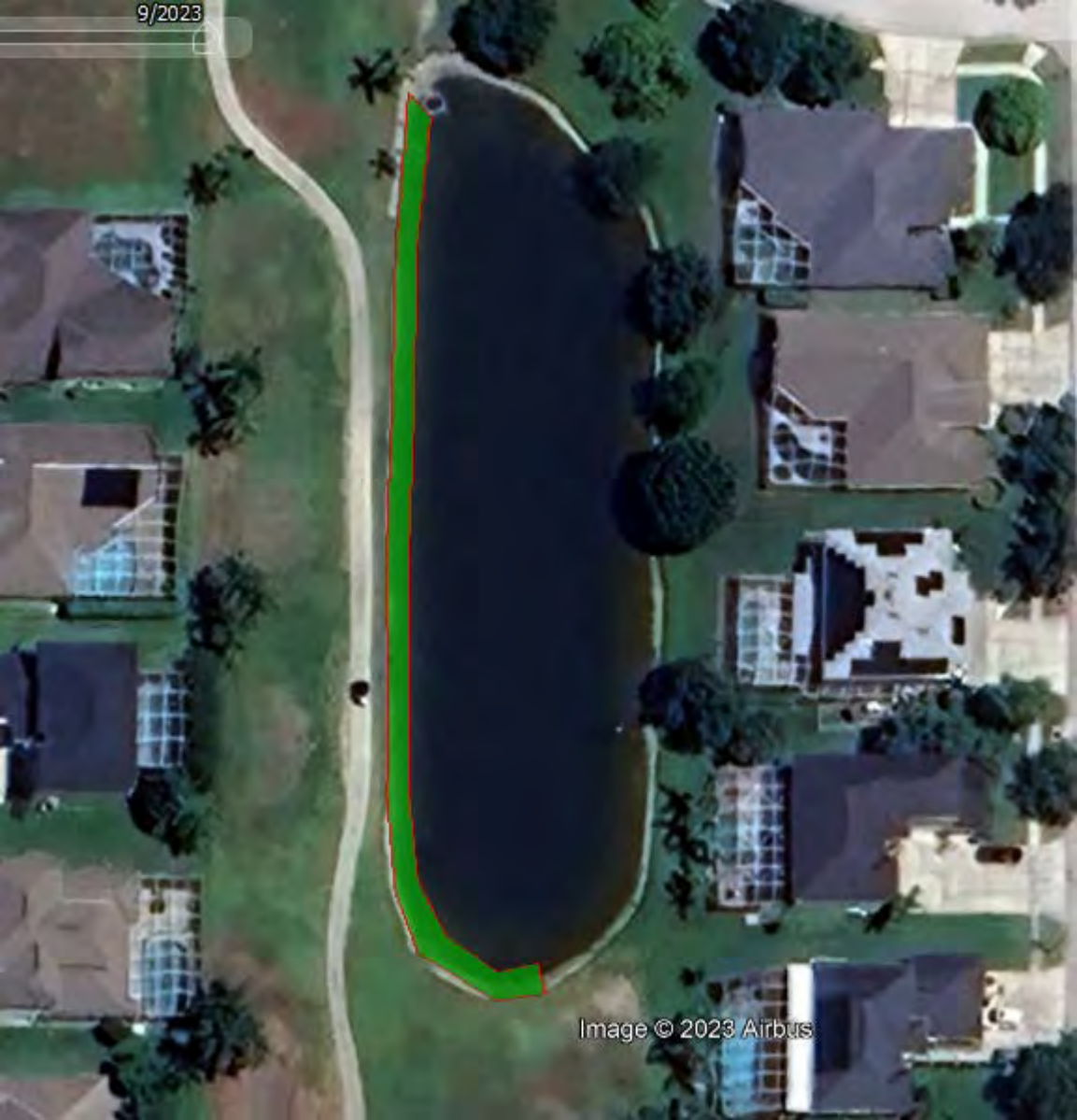


Image © 2023 Airbus



Pier Point Ct

Sea Mist Ln

Image © 2023 Airbus

Sea Mist Ln



EXHIBIT 5

1 **MINUTES OF MEETING**

2 **HERITAGE HARBOR**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development
5 District was held on Tuesday, September 12, 2023 at 5:34 p.m. at the Heritage Harbor Clubhouse, 19502
6 Heritage Harbor Parkway, Lutz, Florida 33558.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Dobson called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Shelley Grandon	Board Supervisor, Chairwoman
11	Russ Rossi	Board Supervisor, Vice Chairman
12	Jeffrey Witt	Board Supervisor, Assistant Secretary
13	Clint Swigart (<i>joined in progress</i>)	Board Supervisor, Assistant Secretary

14 Also present were:

15	Tish Dobson	District Manager, Vesta District Services
16	Tracy Robin	District Counsel, Straley Robin Vericker
17	John Panno	Golf Pro. Shop Manager
18	Diana Milenkovski	Resident
19	Karleen Wiley	Resident
20	Janet Morin	Resident
21	Shanell DeWitt	Resident
22	Ben DeWitt	Resident
23	Ryan Provenzano	Resident
24	Jessica Steinhoff	Resident
25	Matt Vernocy	Resident

26 *The following is a summary of the discussions and actions taken at the September 12, 2023 Heritage Harbor*
27 *CDD Board of Supervisors Regular Meeting.*

28 **The meeting moved to Exhibit 1 at this time.**

29 **SECOND ORDER OF BUSINESS – Audience Comments**

30 There being none, the next item followed.

31 **THIRD ORDER OF BUSINESS – Landscape & Pond Maintenance**

32 A. Exhibit 1: Greenview Landscape as Inspected by OLM – August 24, 2023 – 90%

33 Clarification was given regarding the two dead palm trees near the pool deck on whether they were
34 HOA or CDD responsibility. They were confirmed to be CDD responsibility and within Ms.
35 Dobson’s threshold for approval of proposal without a motion from the Board.

36 B. Exhibit 2: Steadfast Environmental – Waterway Inspection Report

37 Discussion ensued regarding the pond plantings.

38 (*Supervisor Swigart joined the meeting in person at approximately 6:03PM.*)

39
40
41

42 **FOURTH ORDER OF BUSINESS – Consent Agenda**

- 43 A. Exhibit 3: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
44 Held August 8, 2023

45 On a MOTION by Ms. Grandon, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved
46 the Minutes of the Board of Supervisors Regular Meeting Held August 8, 2023, for the Heritage Harbor
47 Community Development District.

- 48 B. Exhibit 4: Consideration for Acceptance – The July 2023 Unaudited Financial Report

49 On a MOTION by Mr. Witt, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the
50 July 2023 Unaudited Financial Report, for the Heritage Harbor Community Development District.

- 51 C. Exhibit 5: Ratification of Greenview Landscaping Inc. Pine Tree Removal Proposal

52 On a MOTION by Ms. Grandon, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board ratified the
53 Greenview Landscaping Inc. Pine Tree Removal proposal, in the amount of \$500.00, for the Heritage
54 Harbor Community Development District.

55 **FIFTH ORDER OF BUSINESS – Business Matters**

- 56 A. Exhibit 6: Consideration of Design Scapes Holiday Lighting Proposal

57 On a MOTION by Mr. Rossi, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved
58 the Design Scapes Holiday Lighting proposal, in the amount of \$7,480.00, for the Heritage Harbor
59 Community Development District.

- 60 B. Exhibit 7: Consideration of Southscapes Landscape Revised Palm Tree Removal Proposal

61 Discussion ensued. This item was tabled to January.

- 62 C. Exhibit 8: Consideration of Mitchell Roof Systems Proposal

63 Discussion ensued.

64 On a MOTION by Ms. Grandon, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board approved
65 the replacement of the roof and any necessary repairs to the roof structure, at a not-to-exceed of \$17,000.00,
66 for the Heritage Harbor Community Development District.

67 Discussion ensued regarding two Romaner Graphics proposals that were not originally on the
68 agenda.

69 On a MOTION by Mr. Rossi, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved
70 the Romaner Graphics Dismantle and Removal of the Chemical Storage Building proposal, in the amount
71 of \$2,700.00, for the Heritage Harbor Community Development District.

72

73 On a MOTION by Mr. Rossi, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved
74 the Romaner Graphics Driveway Apron to the Golf Course maintenance facility repair proposal, in the
75 amount of \$1,850.00, for the Heritage Harbor Community Development District.

76 Ms. Dobson provided a brief update on the pond erosion behind the Pro Shop.

77 **SIXTH ORDER OF BUSINESS – Staff Reports**

78 A. District Attorney

79 Mr. Robin provided a brief update on the Double Bogey’s lease and noted that he would be bringing
80 back more information regarding it at the next meeting.

81 B. District Engineer

82 Discussion led by Mr. Robin ensued regarding the reclaimed water meter.

83 C. Exhibit 9: District Manager & Field Operations Report

84 Ms. Dobson provided updates on the restaurant. Discussion ensued.

85 Discussion ensued regarding the LED Communication Boards.

86 D. Golf Operations

87 Mr. Panno provided his report for the month. Discussion ensued.

88 Mr. Panno gave the Board an update regarding an incident that had occurred on the golf course.
89 Discussion ensued.

90 **The meeting moved to Audience Comments at this time.**

91 *Supervisor Witt left the meeting at 6:33PM.*

92 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

93 There being none, the next item followed.

94 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business**

95 Ms. Milenkovski commented on concerns regarding the style of fence that was installed on the
96 property line between Heritage Harbor and the well fields owned by the City of St. Pete. Discussion
97 ensued.

98 **NINTH ORDER OF BUSINESS – October 10, 5:30 PM**

99 Supervisor Rossi, Supervisor Grandon, and Supervisor Swigart stated that they would be present
100 at the Tuesday, October 10th Board meeting at 5:30 PM. Supervisor Penzer and Supervisor Witt
101 were not present to advise of their attendance at the next meeting.

102 **TENTH ORDER OF BUSINESS – Adjournment**

103 Ms. Dobson asked for final questions, comments, or corrections before requesting a motion to
104 adjourn the meeting. There being none, Mr. Rossi made a motion to adjourn the meeting.

105 On a MOTION by Mr. Rossi, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board adjourned
106 the meeting at 7:19 p.m. for the Heritage Harbor Community Development District.

107 **Each person who decides to appeal any decision made by the Board with respect to any matter considered
108 at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
109 including the testimony and evidence upon which such appeal is to be based.*

110 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
111 meeting held on October 10, 2023.**

112
113

114

115

Signature

Signature

Printed Name

Printed Name

116 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

EXHIBIT 6

Heritage Harbor
Community Development District

Financial Statements
(Unaudited)

Preliminary

August 31, 2023

Financial Snapshot - General Fund

Revenue: Net Assessments % Collected YTD		
	FY 2022 YTD	FY 2023 YTD
General Fund	100.4%	100.4%
Debt Service Fund	100.4%	N/A

Expenditures: Amount Spent YTD

	FY 2022 YTD	FY 2023 YTD
General Fund		
Administration	\$ 149,904	\$ 435,271
Field	487,872	485,327
Total General Fund	\$ 637,776	\$ 920,598
% of Actual Expenditures Spent of Budgeted Expenditures	67%	81%

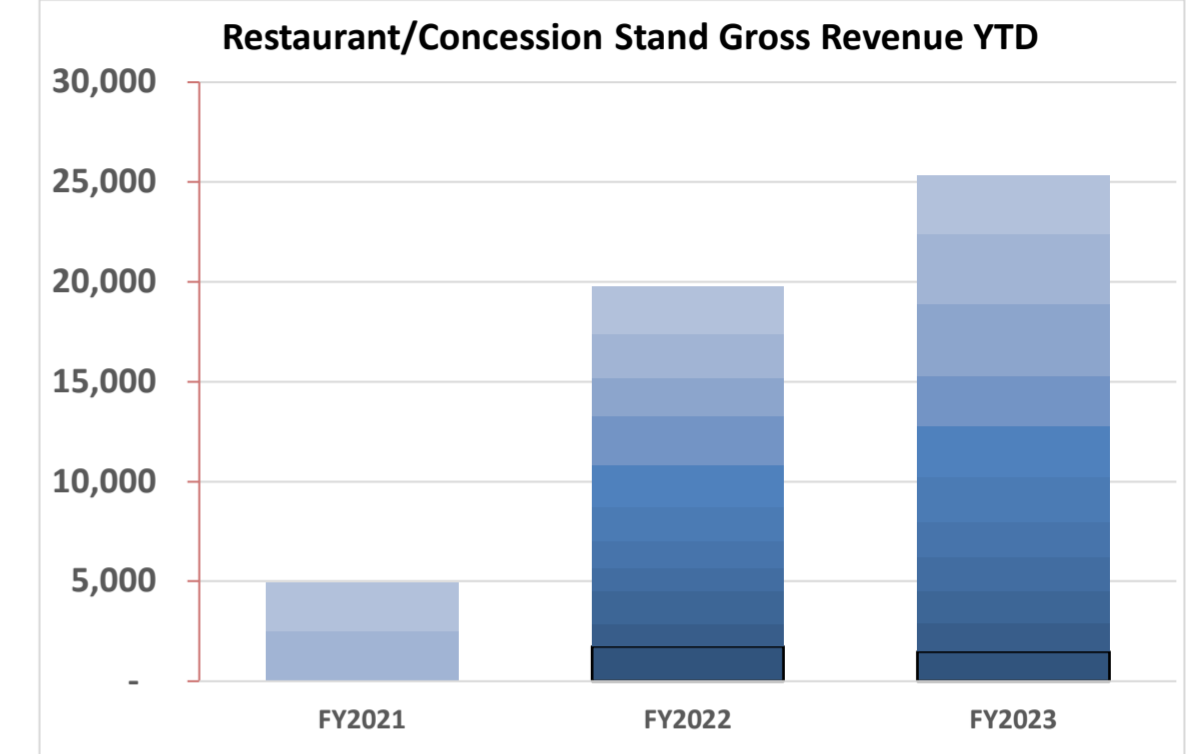
Cash and Investment Balances

	Prior Year YTD	Current Year YTD
Operating Accounts	\$ 777,491	\$ 950,858

Financial Snapshot - Enterprise Fund - Restaurant/Pro Shop

Pro Shop Concession Stand Gross Revenue YTD

	FY2021	FY2022	FY2023
October	-	1,729	1,489
November	-	1,148	1,441
December	-	1,627	1,567
January	-	1,169	1,746
February	-	1,332	1,707
March	-	1,757	2,257
April	-	2,056	2,555
May	-	2,484	2,536
June	27	1,884	3,640
July	2,510	2,195	3,456
August	2,402	2,375	2,896
September	1,406	1,573	N/A
Yearly Total	\$ 6,346	\$ 21,328	\$ 25,289



Financial Snapshot - Enterprise Fund - Golf Activity

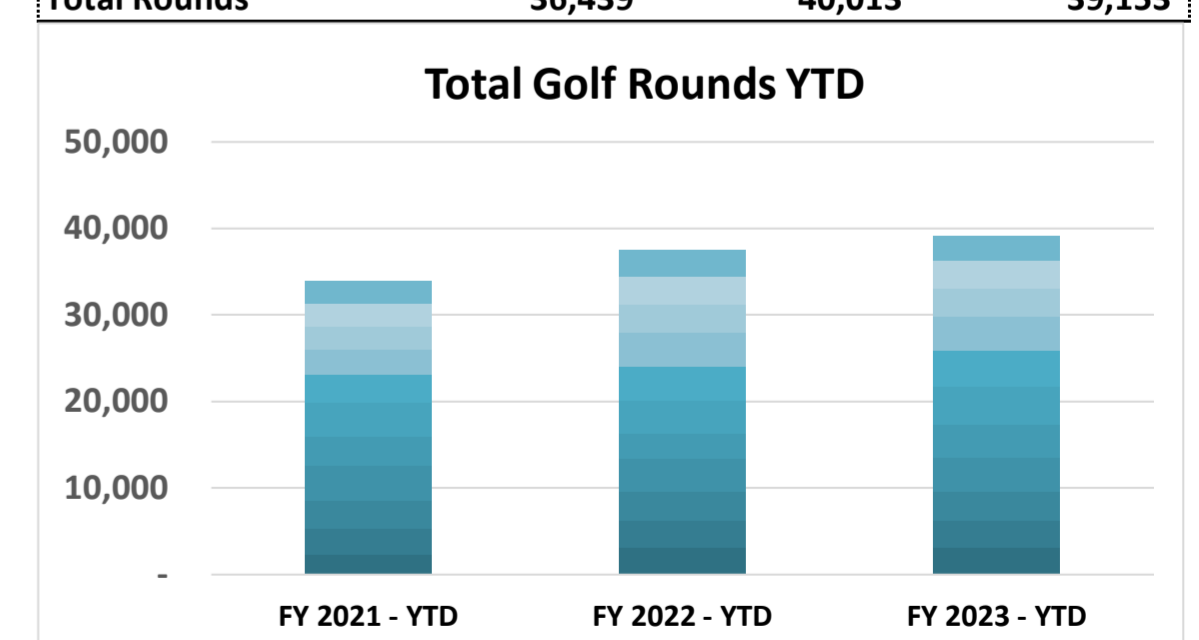
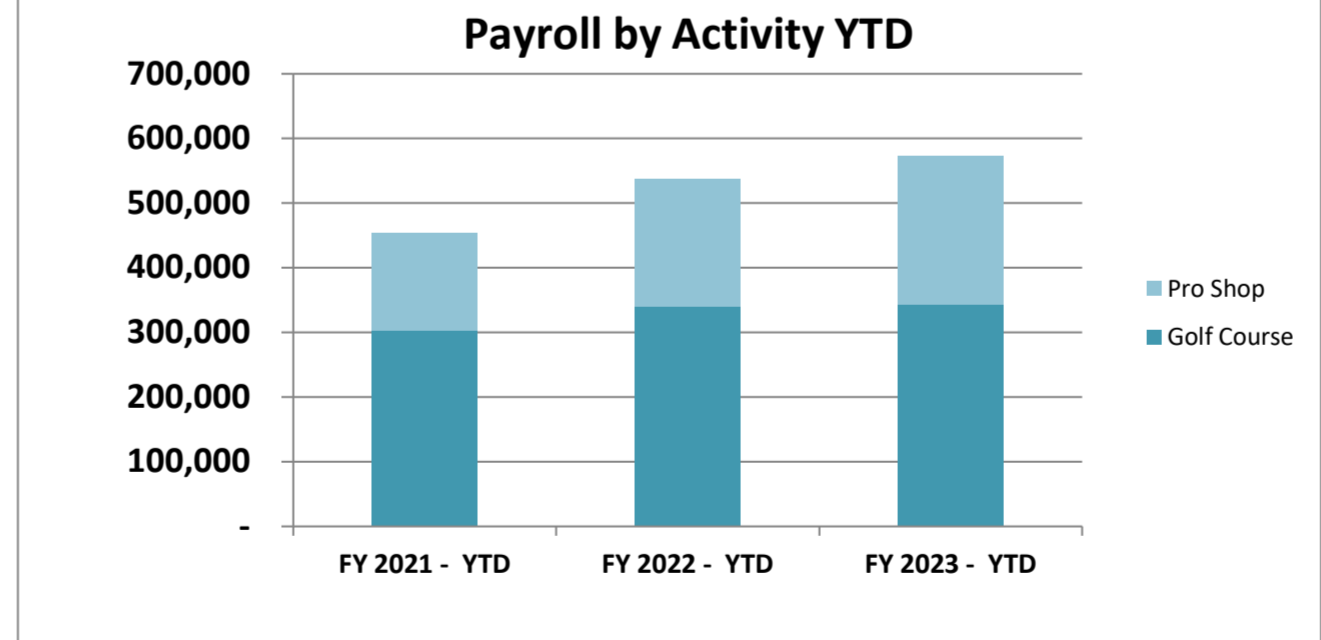
Revenue	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 949,246	\$ 1,124,417	\$ 1,402,052
Pro Shop	37,370	68,439	88,242
Cost of Goods Sold	(22,740)	(21,485)	(43,072)
Total Gross Profit	\$ 963,875	\$ 1,171,371	\$ 1,447,222

Expenses by Golf Activity	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 398,092	\$ 577,590	\$ 601,305
Pro Shop	331,021	339,629	404,268
Total Expenses	\$ 729,112	\$ 917,219	\$ 1,005,572

Net Income (Loss) by Golf Activity	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 551,154	\$ 546,827	\$ 800,747
Pro Shop	(316,391)	(292,675)	(359,097)
Total Net Income (Loss) B4 Depreciation	\$ 234,763	\$ 254,152	\$ 441,650
Total Depreciation Expense	166,998	-	-
Total Net Income (Loss) After Depreciation	\$ 67,766	\$ 254,152	\$ 441,650

Payroll by Activity	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course			
Payroll- Hourly	\$ 244,990	\$ 281,246	\$ 278,230
FICA Taxes	40,200	34,743	36,746
Life and Health Insurance	16,541	23,061	28,282
Total Golf Course	301,731	339,050	343,259
Pro Shop			
Payroll- Hourly	122,117	156,409	187,040
FICA Taxes	18,543	30,552	25,785
Life and Health Insurance	11,442	11,062	16,886
Total Pro Shop	152,102	198,022	229,711
Total Payroll	\$ 453,833	\$ 537,072	\$ 572,970
% of Revenues	47.08%	45.85%	39.59%

Actual Rounds of Golf by Month	FY 2021 - YTD	FY 2022 - YTD	FY 2023 - YTD
October	2,312	3,112	3,163
November	3,053	3,124	3,085
December	3,242	3,359	3,398
January	4,054	3,833	3,859
February	3,227	2,934	3,833
March	4,024	3,727	4,489
April	3,154	3,937	4,024
May	2,936	3,932	4,028
June	2,620	3,236	3,177
July	2,671	3,293	3,292
August	2,573	3,043	2,805
September	2,573	2,483	N/A
Total Rounds	36,439	40,013	39,153



Financial Snapshot - Debt Service Fund

	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Principal Payment	\$ 298,000	\$ 311,000	\$ 323,000
Interest Payment	35,882	24,409	26,354
Prepayment Call	-	-	-
Total Debt Service Payments	\$ 333,882	\$ 335,409	\$ 349,354

Heritage Harbor CDD

Balance Sheet

August 31, 2023

	General Fund	Capital Reserve Fund	Golf Course & Pro Shop	Debt Service Series 2018	Debt Service Series 2021	Acq & Cons 2018	Acq & Cons 2021	TOTAL
1 ASSETS								
2 CASH - BU OPERATING	\$ 74,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,915
3 CASH - BU MONEY MARKET	443,540	-	-	-	-	-	-	443,540
4 CASH - SOUTHSTATE OPERATING	8,103	-	-	-	-	-	-	8,103
5 CASH - TRUIST	100	-	62,571	-	-	-	-	62,671
6 CASH - HANCOCK WHITNEY OPERATING	324,357	-	-	-	-	-	-	324,357
7 CASH - HANCOCK WHITNEY LOAN	99,843	-	-	-	-	-	4,906	104,749
8 CASH - BU GOLF ACCOUNT	-	-	245,849	-	-	-	-	245,849
9 CASH - BU GOLF MONEY MARKET	-	-	882,150	-	-	-	-	882,150
10 CASH - SOUTHSTATE GOLF ACCOUNT	-	-	203,882	-	-	-	-	203,882
11 CASH - DEBIT CARD	-	-	-	-	-	-	-	-
12 CASH ON HAND	-	-	1,672	-	-	-	-	1,672
13 INVESTMENTS:								
14 REVENUE FUND	-	-	-	-	0	-	-	0
15 RESERVE TRUST FUND	-	-	-	-	-	-	-	-
16 INTEREST FUND	-	-	-	-	-	-	-	-
17 SINKING FUND	-	-	-	-	-	-	-	-
18 COST OF ISSUANCE	-	-	-	-	-	-	-	-
19 US BANK CONSTRUCTION TRUST FUND	-	-	-	-	-	-	12	12
20 ACCOUNTS RECEIVABLE	12,453	-	63	-	-	-	-	12,516
21 ON ROLL ASSESSMENT RECEIVABLE	-	-	-	-	-	-	-	-
22 DEPOSITS	1,890	-	3,456	-	-	-	-	5,346
23 PREPAID	4,944	-	8,770	-	-	-	-	13,713
24 ON ROLL IN TRANSIT	-	-	-	-	-	-	-	-
25 DUE FROM OTHER FUNDS	171,892	17,883	17,117	2,645	-	1,441	-	210,978
26 INVENTORY ASSETS:								
27 GOLF BALLS	-	-	14,551	-	-	-	-	14,551
28 GOLF CLUBS	-	-	442	-	-	-	-	442
29 GLOVES	-	-	2,852	-	-	-	-	2,852
30 HEADWEAR	-	-	2,662	-	-	-	-	2,662
31 LADIES WEAR	-	-	1,253	-	-	-	-	1,253
32 MENS WEAR	-	-	2,563	-	-	-	-	2,563
33 SHOES/SOCKS	-	-	370	-	-	-	-	370
34 MISCELLANEOUS	-	-	5,401	-	-	-	-	5,401
35 TOTAL CURRENT ASSETS	1,142,037	17,883	1,455,625	2,645	0	1,441	4,918	1,742,398

Heritage Harbor CDD

Balance Sheet

August 31, 2023

	General Fund	Capital Reserve Fund	Golf Course & Pro Shop	Debt Service Series 2018	Debt Service Series 2021	Acq & Cons 2018	Acq & Cons 2021	TOTAL
36 NONCURRENT ASSETS								
37 LAND	-	-	1,204,598	-	-	-	-	1,204,598
38 INFRASTRUCTURE	-	-	6,054,583	-	-	-	-	6,054,583
39 ACC. DEPRECIATION - INFRASTRUCTURE	-	-	(6,015,863)	-	-	-	-	(6,015,863)
40 EQUIPMENT & FURNITURE	-	-	1,065,890	-	-	-	-	1,065,890
41 ACC. DEPRECIATION - EQUIP/FURNITURE	-	-	(941,334)	-	-	-	-	(941,334)
42 TOTAL NONCURRENT ASSETS	-	-	1,367,874	-	-	-	-	1,367,874
43 TOTAL ASSETS	\$ 1,142,037	\$ 17,883	\$ 2,823,499	\$ 2,645	\$ 0	\$ 1,441	\$ 4,918	\$ 3,110,272
44 LIABILITIES								
45 ACCOUNTS PAYABLE	\$ 20,343	\$ 1,032	\$ 16,393	\$ -	\$ -	\$ 5,586	\$ -	\$ 43,354
46 DEFERRED ON ROLL ASSESSMENTS	-	-	-	-	-	-	-	-
47 SALES TAX PAYABLE	4,704	-	13,904	-	-	-	-	18,608
48 ACCRUED WAGES PAYABLE	-	-	-	-	-	-	-	-
49 ACCRUED EXPENSES	5,338	-	25,452	-	-	-	-	30,790
50 DEFERRED REVENUE	-	-	-	-	-	-	-	-
51 GIFT CERTIFICATES	-	-	764	-	-	-	-	764
52 RESTAURANT DEPOSITS	6,000	-	-	-	-	-	-	6,000
53 ACCRUED INTEREST PAYABLE	-	-	-	-	-	-	-	-
54 DUE TO OTHER FUNDS	37,261	-	140,472	-	-	-	-	177,732
55 REVENUE BONDS PAYABLE-CURRENT	-	-	-	-	-	-	-	-
56 TOTAL LIABILITIES	73,646	1,032	196,986	-	-	5,586	-	277,249
57 FUND BALANCES								
58 NONSPENDABLE								
59 PREPAID & DEPOSITS	6,834	-	12,226	-	-	-	-	19,060
60 CAPITAL RESERVE	-	-	275,000	-	-	-	-	275,000
61 OPERATING CAPITAL	188,936	-	82,304	-	-	-	-	271,240
62 INVESTED IN CAPITAL ASSETS	-	-	1,538,158	-	-	-	-	1,538,158
63 UNASSIGNED	872,621	16,851	718,826	2,645	0	(4,145)	4,918	1,611,716
64 TOTAL FUND BALANCE	1,068,391	16,851	2,626,513	2,645	0	(4,145)	4,918	3,715,173
65 TOTAL LIABILITIES & FUND BALANCES	\$ 1,142,037	\$ 17,883	\$ 2,823,499	\$ 2,645	\$ 0	\$ 1,441	\$ 4,918	\$ 3,992,422

Heritage Harbor CDD

General Fund

Statement of Revenue, Expenses, and Change in Fund Balance

For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUE					
2 SPECIAL ASSESSMENTS - ON-ROLL	\$ 1,071,986	\$ -	\$ 1,076,476	\$ 4,489	100%
3 RESTAURANT LEASE	61,632	4,800	52,800	(8,832)	86%
4 RESTAURANT COMMISSION	-	635	5,037	5,037	
5 INTEREST	1,000	1,840	13,835	12,835	1384%
6 MISCELLANEOUS	-	22,285	22,367	22,367	
7 TOTAL REVENUE	1,134,618	29,561	1,170,515	35,897	103%
8 EXPENDITURES					
9 ADMINISTRATIVE					
10 SUPERVISORS' COMPENSATION	12,000	1,000	11,200	(800)	93%
11 PAYROLL TAXES & SERVICE	2,129	82	997	(1,132)	47%
12 ENGINEERING SERVICES	10,000	1,938	8,431	(1,570)	84%
13 LEGAL SERVICES	30,000	-	20,567	(9,433)	69%
14 DISTRICT MANAGEMENT	69,445	5,788	63,667	(5,778)	92%
15 DISSEMINATION FEE	2,000	-	2,000	-	100%
16 AUDITING SERVICES	6,200	-	-	(6,200)	0%
17 POSTAGE & FREIGHT	1,500	-	180	(1,320)	12%
18 INSURANCE (Liability, Property and Casualty)	17,396	-	16,855	(541)	97%
19 PRINTING & BINDING	1,500	-	-	(1,500)	0%
20 LEGAL ADVERTISING	1,200	81	470	(730)	39%
21 MISC. (BANK FEES, BROCHURES & MISC)	1,500	7	1,234	(266)	82%
22 WEBSITE HOSTING & MANAGEMENT	2,115	-	1,515	(600)	72%
23 EMAIL HOSTING	1,500	50	550	(950)	37%
24 OFFICE SUPPLIES	200	-	199	(1)	99%
25 ANNUAL DISTRICT FILING FEE	175	-	175	-	100%
26 ALLOCATION OF HOA SHARED EXPENDITURES	27,081	4,211	25,015	(2,066)	92%
27 TRUSTEE FEE	4,041	-	2,155	(1,886)	53%
28 SERIES 2018 BANK LOAN	329,422	-	225,905	(103,518)	69%
29 SERIES 2021 BANK LOAN	17,170	-	8,583	(8,587)	50%
30 RESTAURANT EXPENSES	50,644	8,563	45,572	(5,072)	90%
31 STATE SALES TAX	4,314	-	-	(4,314)	0%
32 TOTAL ADMINISTRATIVE	591,532	21,719	435,271	(156,262)	74%

Heritage Harbor CDD
General Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
33 FIELD OPERATIONS					
34 PAYROLL	55,406	4,084	50,879	(4,527)	92%
35 FICA, TAXES & PAYROLL FEES	14,960	550	6,642	(8,318)	44%
36 LIFE AND HEALTH INSURANCE	8,311	977	10,857	2,546	131%
37 CONTRACT- GUARD SERVICES	60,000	5,029	45,786	(14,214)	76%
38 CONTRACT-FOUNTAIN	-	-	-	-	
39 CONTRACT-LANDSCAPE	150,480	12,440	143,060	(7,420)	95%
40 CONTRACT-LAKE	36,000	2,978	32,755	(3,245)	91%
41 CONTRACT-GATES	51,889	4,249	46,617	(5,272)	90%
42 GATE - COMMUNICATIONS - TELEPHONE	4,440	401	4,377	(63)	99%
43 UTILITY-GENERAL	80,500	8,630	93,349	12,849	116%
44 R&M-GENERAL	3,000	-	1,353	(1,647)	45%
45 R&M-GATE	3,000	-	427	(2,573)	14%
46 R&M-OTHER LANDSCAPE	25,000	6,843	29,295	4,295	117%
47 R&M-IRRIGATION	3,500	-	3,268	(232)	93%
48 R&M-LAKE	-	-	-	-	
49 R&M-MITIGATION	-	-	-	-	
50 R&M-TREES AND TRIMMING	7,500	400	1,000	(6,500)	13%
51 R&M-PARKS & FACILITIES	1,000	-	-	(1,000)	0%
52 MISC-HOLIDAY DÉCOR	8,500	-	-	(8,500)	0%
53 MISC-CONTINGENCY	29,600	10,200	15,663	(13,937)	53%
54 CAPITAL OUTLAY (Moved to Capital Reserve Fund-CRF)	-	-	-	-	
55 TOTAL FIELD OPERATIONS	543,086	56,780	485,327	(57,759)	89%
56 TOTAL EXPENDITURES	1,134,618	78,499	920,598	(214,020)	81%
57 EXCESS OF REVENUE OVER (UNDER) EXPEND.	-	(48,938)	249,917	249,917	

Heritage Harbor CDD

General Fund

Statement of Revenue, Expenses, and Change in Fund Balance

For the period from October 1, 2022 to August 31, 2023

	<u>FY 2023 Adopted Budget</u>	<u>FY 2023 Month of August</u>	<u>FY 2023 Total Actual Year-to-Date</u>	<u>VARIANCE Over (Under) to Budget</u>	<u>% Actual YTD / FY Budget</u>
58 OTHER FINANCING SOURCES & USES					
59 TRANSFERS IN	-	-	4,914	4,914	
60 TRANSFERS OUT	(304,133)	-	(9,479)	294,654	
61 TOTAL OTHER FINANCING RESOURCES & USES	(304,133)	-	(4,566)	299,567	
62 FUND BALANCE - BEGINNING - UNAUDITED	793,887		823,040	29,153	
63 NET CHANGE IN FUND BALANCE	(304,133)	(48,938)	245,352	549,485	
64 FUND BALANCE - ENDING - PROJECTED	489,754		1,068,391	578,637	
65 ANALYSIS OF FUND BALANCE					
66 NON SPENDABLE DEPOSITS					
67 PREPAID & DEPOSITS	6,834		6,834		
68 CAPITAL RESERVES	-		-		
69 OPERATING CAPITAL	188,936		188,936		
70 UNASSIGNED	293,984		872,621		
71 TOTAL FUND BALANCE	\$ 489,754		\$ 1,068,391		

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUE					
2 GOLF COURSE REVENUE					
3 GREEN FEES	\$ 1,013,175	\$ 89,324	\$ 1,303,670	\$ 290,495	129%
4 RANGE BALLS	62,500	7,075	93,398	30,898	149%
5 HANDICAPS	1,000	-	-	(1,000)	0%
6 INTEREST	100	3,587	4,983	4,883	4983%
7 TOTAL GOLF COURSE REVENUE	1,076,775	99,986	1,402,052	325,277	130%
8 PRO SHOP REVENUE					
9 CLUB RENTALS	1,000	340	3,350	2,350	335%
10 GOLF BALL SALES	22,800	3,744	37,544	14,744	165%
11 GLOVES SALES	6,000	1,124	11,004	5,004	183%
12 HEADWEAR SALES	3,000	228	4,143	1,143	138%
13 LADIES' WEAR SALES	100	25	225	125	225%
14 MEN'S WEAR SALES	1,500	120	1,630	130	109%
15 MISC./CONCESSION SALES	2,000	3,281	30,346	28,346	1517%
16 TOTAL PRO SHOP REVENUE	36,400	8,862	88,242	51,842	242%
17 TOTAL OPERATING REVENUE	1,113,175	108,848	1,490,294	377,119	134%
18 COST OF GOODS SOLD					
19 GOLF BALL	12,500	2,353	21,004	8,504	168%
20 GLOVES	3,500	1,093	5,013	1,513	143%
21 HEADWEAR	1,300	-	3,201	1,901	246%
22 LADIES' WEAR	50	-	-	(50)	0%
23 MEN'S WEAR	1,000	-	925	(75)	92%
24 MISC./CONCESSION	1,000	1,334	12,930	11,930	1293%
25 TOTAL COST OF GOODS SOLD	19,350	4,780	43,072	23,722	223%
26 GROSS PROFIT	\$ 1,093,825	\$ 104,069	\$ 1,447,222	\$ 353,397	132%

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
27 EXPENSES					
28 GOLF COURSE					
29 PAYROLL-HOURLY	\$ 297,825	\$ 23,878	\$ 278,230	\$ (19,595)	93%
30 INCENTIVE	5,000	-	5,077	77	102%
31 FICA TAXES & ADMINISTRATIVE	44,674	3,099	36,746	(7,927)	82%
32 LIFE AND HEALTH INSURANCE	31,680	2,008	28,282	(3,398)	89%
33 ACCOUNTING SERVICES	4,880	407	4,473	(407)	92%
34 CONTRACTS-SECURITY ALARMS	800	-	239	(561)	30%
35 COMMUNICATION-TELEPHONE	3,600	290	3,121	(479)	87%
36 POSTAGE AND FREIGHT	200	-	29	(171)	15%
37 ELECTRICITY	20,141	1,310	12,985	(7,157)	64%
38 UTILITY-REFUSE REMOVAL - MAINTENANCE	6,235	589	6,394	159	103%
39 UTILITY-WATER AND SEWER	7,616	465	4,234	(3,382)	56%
40 RENTAL/LEASE - VEHICLE/EQUIP	34,996	2,542	38,806	3,810	111%
41 LEASE - ICE MACHINES	1,500	250	1,500	-	100%
42 INSURANCE-PROPERTY and GENERAL LIABILITY	52,568	-	51,476	(1,093)	98%
43 R&M-BUILDINGS	500	950	1,568	1,068	314%
44 R&M-EQUIPMENT	17,000	1,367	17,776	776	105%
45 R&M-FERTILIZER	42,000	-	15,921	(26,079)	38%
46 R&M-IRRIGATION	5,000	148	2,019	(2,981)	40%
47 R&M-GOLF COURSE	4,000	-	9,988	5,988	250%
48 R&M-PUMPS	11,000	-	-	(11,000)	0%
49 MISC-PROPERTY TAXES	2,100	-	-	(2,100)	0%
50 MISC-LICENSES AND PERMITS	600	-	180	(420)	30%
51 OP SUPPLIES - GENERAL	7,000	-	2,696	(4,304)	39%
52 OP SUPPLIES - FUEL / OIL	25,000	2,247	15,653	(9,347)	63%
53 OP SUPPLIES - CHEMICALS	33,000	5,037	52,403	19,403	159%
54 OP SUPPLIES - HAND TOOLS	1,750	-	499	(1,251)	29%
55 SUPPLIES - SAND	3,000	-	-	(3,000)	0%
56 SUPPLIES - TOP DRESSING	3,400	-	9,155	5,755	269%
57 SUPPLIES - SEEDS	6,500	-	1,100	(5,400)	17%
58 ALLOCATION OF HOA SHARED EXPENDITURES	969	136	753	(216)	78%
59 RESERVE	12,000	-	-	(12,000)	0%
60 TOTAL GOLF COURSE	686,534	44,721	601,305	(85,229)	88%

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
61 PRO SHOP					
62 PAYROLL- HOURLY	181,993	17,579	187,040	5,047	103%
63 BONUS	2,500	-	4,754	2,254	190%
64 FICA TAXES & ADMINISTRATIVE	27,299	2,358	25,785	(1,514)	94%
65 LIFE AND HEALTH INSURANCE	18,700	1,609	16,886	(1,814)	90%
66 ACCOUNTING SERVICES	4,880	407	4,473	(407)	92%
67 CONTRACT-SECURITY ALARMS	2,157	-	479	(1,678)	22%
68 POSTAGE AND FREIGHT	250	-	-	(250)	0%
69 ELECTRICITY	9,660	1,003	9,130	(530)	95%
70 LEASE-CARTS	92,669	7,722	84,946	(7,722)	92%
71 R&M-GENERAL	3,000	1,366	6,678	3,678	223%
72 R&M-RANGE	8,000	-	8,961	961	112%
73 ADVERTISING	7,500	-	4,400	(3,100)	59%
74 MISC-BANK CHARGES	26,000	3,095	35,337	9,337	136%
75 MISC-CABLE TV EXPENSES	1,680	-	110	(1,570)	7%
76 MISC-PROPERTY TAXES	5,500	-	-	(5,500)	0%
77 MISC-HANDICAP FEES	500	-	846	346	169%
78 OFFICE SUPPLIES	1,200	-	2,733	1,533	228%
79 COMPUTER EXPENSE	2,000	65	1,485	(515)	74%
80 OP SUPPLIES - GENERAL	2,000	-	174	(1,826)	9%
81 SUPPLIES - SCORECARDS	1,000	-	550	(450)	55%
82 CONTINGENCY	2,000	10	1,249	(751)	62%
83 ALLOCATION OF HOA SHARED EXPENDITURES	6,804	1,208	8,251	1,447	121%
84 TOTAL PRO SHOP	407,291	36,422	404,268	(3,024)	99%
85 TOTAL EXPENSES	1,093,825	81,144	1,005,572	(88,253)	92%
86 EXCESS OF PROFIT OVER (UNDER) EXPEND.	-	22,925	441,650	441,650	

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Month of August	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
87 OTHER FINANCING SOURCES & USES					
88 TRANSFERS IN	-	-	4,146	4,146	
89 TRANSFERS OUT	-	-	(4,146)	(4,146)	
90 TOTAL OTHER FINANCING RESOURCES & USES	-	-	-	-	
91 FUND BALANCE - BEGINNING - UNAUDITED	467,685		646,706	179,021	
92 NET CHANGE IN FUND BALANCE	-	22,925	441,650	441,650	
93 FUND BALANCE - ENDING - PROJECTED	467,685		1,088,356	620,671	
94 ANALYSIS OF FUND BALANCE					
95 ASSIGNED					
96 NONSPENDABLE DEPOSITS	11,571		12,226		
97 CAPITAL RESERVES	275,000		275,000		
98 OPERATING CAPITAL	82,304		82,304		
99 UNASSIGNED	98,810		718,826		
100 TOTAL FUND BALANCE	\$ 467,685		\$ 1,088,356		

Heritage Harbor CDD
Capital Reserve Fund (CRF)
Statement of Revenue, Expenditures, and Changes in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget
1 REVENUE			
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 113,700	\$ 114,176	\$ 476
3 INTEREST & MISCELLANEOUS	100	-	(100)
4 TOTAL REVENUE	113,800	114,176	376
5 EXPENDITURES			
6 HOA RESERVE CONTRIBUTION	29,700	20,075	(9,625)
7 SITE RESERVE CONTRIBUTION	44,000	75,980	31,980
8 CAPITAL IMPROVEMENT PLAN	40,000	3,096	(36,904)
9 TOTAL EXPENDITURES	113,700	99,151	(14,549)
10 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	100	15,026	14,926
11 OTHER FINANCING SOURCES & USES			
12 TRANSFERS IN	304,133	-	(304,133)
13 TRANSFERS OUT	-	-	-
14 TOTAL OTHER FINANCING SOURCES & USES	304,133	-	(304,133)
15 FUND BALANCE - BEGINNING	-	-	-
16 NET CHANGE IN FUND BALANCE	304,233	15,026	(289,207)
17 FUND BALANCE - ENDING	\$ 304,233	\$ 15,026	\$ (289,207)

Heritage Harbor CDD
Debt Service Series 2018
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ -	\$ -
3 INTEREST REVENUE	-	2,458
4 MISC REVENUE	-	225,905
5 TOTAL REVENUE	-	228,363
6 EXPENDITURES		
7 INTEREST EXPENSE		
8 November 1, 2022	-	6,218
9 May 1, 2023	-	6,218
10 November 1, 2023	-	-
11 PRINCIPAL RETIREMENT		
12 May 1, 2023	-	323,000
13 TOTAL EXPENDITURES	-	335,436
14 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(107,073)
15 OTHER FINANCING SOURCES (USES)		
16 TRANSFERS IN	-	-
17 TRANSFERS OUT	-	(768)
18 TOTAL OTHER FINANCING SOURCES (USES)	-	(768)
19 FUND BALANCE - BEGINNING	110,486	110,486
20 NET CHANGE IN FUND BALANCE	-	(107,841)
21 FUND BALANCE - ENDING	\$ 110,486	\$ 2,645

Heritage Harbor CDD
Debt Service Series 2021
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ -	\$ -
3 INTEREST REVENUE	-	2
4 MISC REVENUE	-	8,583
5 TOTAL REVENUE	-	8,585
6 EXPENDITURES		
7 INTEREST EXPENSE		
8 November 1, 2022	-	5,333
9 May 1, 2023	-	8,585
10 November 1, 2023	-	-
11 PRINCIPAL RETIREMENT		
12 May 1, 2023	-	-
13 TOTAL EXPENDITURES	-	13,918
14 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(5,333)
15 OTHER FINANCING SOURCES (USES)		
16 TRANSFERS IN	-	5,333
17 TRANSFERS OUT	-	-
18 TOTAL OTHER FINANCING SOURCES (USES)	-	5,333
19 FUND BALANCE - BEGINNING	-	-
20 NET CHANGE IN FUND BALANCE	-	0
21 FUND BALANCE - ENDING	\$ -	\$ 0

Heritage Harbor CDD
Acquisition & Construction Fund 2018
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 INTEREST REVENUE	\$ -	\$ 1,213
3 MISCELLANEOUS	-	-
4 TOTAL REVENUE	-	1,213
5 EXPENDITURES		
6 CONSTRUCTION IN PROGRESS	-	69,151
7 TOTAL EXPENDITURES	-	69,151
8 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(67,938)
9 OTHER FINANCING SOURCES (USES)		
10 TRANSFERS IN	-	-
11 TRANSFERS OUT	-	(40,325)
12 TOTAL OTHER FINANCING SOURCES (USES)	-	(40,325)
13 FUND BALANCE - BEGINNING	104,118	104,118
14 NET CHANGE IN FUND BALANCE	-	(108,263)
15 FUND BALANCE - ENDING	\$ 104,118	\$ (4,145)

Heritage Harbor CDD
Acquisition & Construction Fund 2021
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to August 31, 2023

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 INTEREST REVENUE	\$ -	\$ -
3 MISCELLANEOUS	-	-
4 TOTAL REVENUE	-	-
5 EXPENDITURES		
6 CONSTRUCTION IN PROGRESS	-	228,853
7 TOTAL EXPENDITURES	-	228,853
8 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(228,853)
9 OTHER FINANCING SOURCES (USES)		
10 TRANSFERS IN	-	40,325
11 TRANSFERS OUT	-	-
12 TOTAL OTHER FINANCING SOURCES (USES)	-	40,325
13 FUND BALANCE - BEGINNING		193,446
14 NET CHANGE IN FUND BALANCE	-	(188,528)
15 FUND BALANCE - ENDING	\$ -	\$ 4,918

EXHIBIT 7

ESTIMATE

**Southscapes Landscape
Maintenance Inc**
PO Box 118
Lutz, FL 33548

ARhum@southscapesfl.com
+1 (813) 951-4326
www.southscapesfl.com

Heritage Harbor

Bill to
Tish Dobson
Heritage Harbor
19502 Heritage Harbor Pkwy
Lutz, FL 33558

Estimate details
Estimate no.: 1084
Estimate date: 09/21/2023

	Product or service	Amount
1.	Lawn Service	330 units × \$50.00
	Service date: 09/21/2023	
	Spread 330 yards of pine bark mulch	
	Total	\$16,500.00

ESTIMATE

**Southscapes Landscape
Maintenance Inc**
PO Box 118
Lutz, FL 33548

ARhum@southscapesfl.com
+1 (813) 951-4326
www.southscapesfl.com

Heritage Harbor

Bill to
Tish Dobson
Heritage Harbor
19502 Heritage Harbor Pkwy
Lutz, FL 33558

Estimate details
Estimate no.: 1085
Estimate date: 10/07/2023

	Product or service	Amount
1.	Lawn Service Service date: 10/06/2023 Install 1 gallon confederate jasmine along county fence between holes 11 and 12	870 units × \$9.00 \$7,830.00
	Total	\$7,830.00

EXHIBIT 8



Heritage Harbor Golf & Country Club Lutz, FL

September 16, 2023

GAME FOR MORE...
possibilities





PROPOSAL

Company Profile

Club Car combines a quality-driven philosophy, an innovative spirit, and a solutions-oriented approach to business. Club Car has established itself as a leading global manufacturer of vehicles that serve the golf, rough terrain, private owner, and commercial markets.

With over 60 years of experience of innovation and design in producing small-wheel vehicles, Club Car is a leading manufacturer of gas and electric golf, utility and personal transportation vehicles.

Founded in 1958, the Club Car product portfolio has grown to include much more than golf cars, now encompassing vehicles for commercial and consumer markets, built with an uncompromised desire for superior performance.

As an industry leader in electrification and sustainability, Club Car is proud to be on the forefront of environmentally responsible Zero Emission Vehicle (ZEV) technologies.



Personal Transport



Fleet Golf



Turf



Transport



Street Legal (LSV)



Utility 4x2



Mobile Merchandising



Tempo Walk



Utility 4x4



Fit-to-Task



Club Car Connect

This proposal shall expire thirty days from its date, unless Club Car, LLC. agrees to extend the time frame. In consideration of receipt of this proposal, Heritage Springs Country Club agrees that it will hold its contents in confidence and will not disclose, use or copy the same in whole or in part for any purpose other than to evaluate this proposal.



PROPOSAL

September 16, 2023

Mrs. Tish Dobson
Mr. John Pano
Heritage Harbor Golf & Country Club
Lutz, FL 33558-9740

Dear Tish & John,

On behalf of Club Car, thank you for the opportunity to present this proposal for a new Café Express vehicle at Heritage Harbor Golf & Country Club. We look forward to discussing this proposal to ensure that it addresses the needs of the club and provides the solution your facility is seeking.

Club Car takes pride in not only our products, but also our commitment to customer service and satisfaction. It is this combination of uncompromising quality, reliability and service that has made Club Car one of the most respected companies in the golf industry for more than 60 years and a valued partner with thousands of facilities around the world.

If you have questions about any aspect of this proposal or if you would like to discuss additional ways we might meet your needs, please call me at (470) 235-0336 or send an e-mail to George.Henry@clubcar.com

I look forward to serving you.

Respectfully,

George Henry
Territory Manager – Club Car, LLC





PROPOSAL

Golf Partnerships

Club Car honors the game in its service to customers and support of the golf industry



How Do These Partnerships Benefit You?

- Club Car sponsors PGA section events, educational seminars and local chapters to grow the game of golf.
- If you are a member of VGM, ask about rebates on golf car fleets.
- If you involved with US Kids, Club Car funds the coaches to educate the future of golf.



PROPOSAL

2024 Gas Engine



Command Pro® ECH440 EFI - Overall

KOHLER EFI



Closed-Loop System

Efficient, Easy Starting,
Low emissions

Oil Sentry™

Automatic Engine Protection
in Low-Oil Conditions



**Cast Iron
Cylinder Bores**
Commercial Durability



Electric Starting
Recoil Back-Up Option Available



PROPOSAL



ENHANCE THE GOLF UTILITY EXPERIENCE

A new way to cover all utility needs at the golf course whether gas or electric.

Features for Carryall Vehicles:

- Gas Engine / Motor Type: Kohler® 4-cycle
- Gas Motor Type: 48 volt DC
- Bed Load Capacity 800 lb (362.8 kg)
- Towing Capacity 1200 lb (544.3 kg)
- Speed 15-17 mph (24-27 kph)
- Gas Warranty: 3 yr/3000 hr limited powertrain/frame; 2 yr limited remaining vehicle
- Electric Warranty: 4 yr limited battery warranty; 3 yr limited powertrain/frame; 2 yr limited remaining vehicle



PROPOSAL

Proposed Equipment

QTY.	Description
1	<p><u>2024 Club Car Carryall Café Express Hospitality Vehicle</u></p> <ul style="list-style-type: none"> • Cafe Express • Classic Blue Front Cowl • Gray Seat Package • Steering Wheel w/ Memo Clip • LED Headlights • Solid Windshield Kit • Cafe Express Canopy - Blue Tweed • Pedal Start • Instrument Panel - Pedal Start • Electrical Installation - Pedal Start • CVT - Pedal Start • Starter Generator - Pedal Start • Shift Lever - Pedal Start • Premium Hole-N-1 Tires 6-ply rated - 20x10-10 (Front) • Premium Hole-N-1 6-ply rated - 20x10-10 (Rear) • 5-Spoke Silver Wheel Cover (set of 4) - 20" Wheel • Heavy Duty Front Brush Guard Installation • Differential Guard, Gas • Heavy Duty Front Suspension • Standard Transaxle w/ Hardened Hub • Four Wheel Brakes • Cafe Express Base Cabinet • Cafe Express Prop Rod Installation • Front Fender Installation • Bed Floor Hardware Only - No Bed Installation • Cafe Express Upper Cabinet • Cafe Express Canopy Frame • Non-Cab Side Mirror set • Pedal Opening Weather Guard • USB-A port with 12V Powerport • Includes Freight and Prepping • F.O.B. Augusta, GA

Customer Initial _____

Grand Total – See Lease



Lease Quotation

PROPOSAL

Qty.	Vehicle	Operational Lease 48 Month Term Payment Per Month	Operational Lease 54 Month Term Payment Per Month	Capital Purchase
1	2024 Carryall Café Express	\$496.68	\$452.23	\$22,606.35
Additional Vehicle Options / Accessories				
1	Food Warming Bag	\$8.52	\$7.72	\$347.20

Club Car Financial Services, proposes to lease or sell Heritage Harbor Golf & Country Club Includes (1) vehicles equipped as stated on the Equipment Detail Quotation pages. The lease rates are quoted herein and are subject to Club Car, LLC normal credit approval.

Upon Acceptance of the proposed agreement and tentative delivery of the new equipment in late 2023 or January 2024. The above quote is firm for 10 days and is based on today's projected interest rate. After 10 days should vehicle prices or interest rates fluctuate, this rate will be adjusted accordingly Heritage Harbor Golf & Country Club will be required to submit credit information for credit approval. Any applicable state, local and property tax not included in this proposal.

The delivery date is tentatively set for late 2023 or first quarter of 2024 (January), this date could be delayed due to any unforeseen supply chain constraints as we move into 2024..

As of today's date, delivery time is currently 24 – 36 weeks once all paperwork is submitted to George Henry Territory Manager Club Car, LLC. Please be advised that any delay in getting the needed documents to fully execute this agreement can delay the delivery of the new fleet and or pricing proposed.

Prices quoted herein are projected for a future estimated date of delivery of the Club Car golf and utility products. Due to current market conditions and estimated lead times, pricing and interest rates are subject to change prior to projected delivery. For a purchase or lease transaction, where trade-in vehicle values are quoted, pricing assumes trade-in of customer's current fleet in a quantity and in condition to be agreed upon by Club Car. In the event customer's current fleet is not available for trade-in at the time of delivery, Club Car reserves the right to adjust pricing accordingly, and Customer agrees to be responsible for any price increases.

Club Car, LLC Documents needed to fully execute this transaction;

- Signed Proposal (All Pages Signed and or Initialed where applicable)
- Club Car, LLC Credit Application Completed
- W-9 Form
- 2023 Resale Tax Certificate
- Name, Title, email address and phone number of the person responsible for signing the lease documents

Customer: _____

Club Car/Dealer: _____

Title: _____

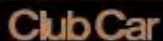
Title: _____

Date: _____

Date: _____



PROPOSAL



SERVICE SOLUTIONS

IS YOUR FLEET AT ITS BEST?

CMAA estimates that most golf car fleets are operating at 15% below optimal efficiency—a statistic that can cost a course up to \$124,000 over a four-year lease, shorten vehicle warranties and impact a course's reputation. But there's a solution.

LET US HANDLE THE MAINTENANCE

You're busy with hundreds of tasks. Club Car Service Solutions takes fleet maintenance (and detailed record-keeping) off your to-do list, saving you unnecessary costs, helping prevent slowed pace of play and minimizing the risk of accidents.



"Having Club Car maintain our fleet is a huge relief for us. The confidence of knowing that the cars are kept in safe, working order makes us feel like our customers and employees are provided with the safest vehicles possible. The relationship we've created with our fleet technician is key to controlling the expensive task of maintaining our entire fleet."

— Geoff Crom, PGA

Club Manager-Director of Golf | Arroyo Trabuco Golf Club

DISCOVER THE BENEFITS

- Reduced costs
- Increased utilization and revenue
- Extended warranty life
- Cars operating at maximum efficiency
- Reduced liability
- High-quality service
- Detailed service records
- Stabilized pace of play
- More crew time for other tasks





PROPOSAL

CLUB CAR FLEETCARE SERVICE - STANDARD BENEFITS

- Detailed service records are maintained for every car.
- All warranty repairs and down cars are responded to within 72 hours.
- Factory direct tech, fully stocked with inventory parts and ability to perform 98% of repairs on-site.
- Majority of problems can be identified and addressed before they become a problem on the course.
- Detailed scope of work that meets or exceeds the manufacturer's recommendations is performed on every car so they perform the same on the last day as they did on the first.



QUARTERLY SERVICE AGREEMENT

- A factory certified technician will visit the course every other week and service 17% of the fleet.
- **TIRES** - Quarterly check and maintain proper pressure.
- **FRONT END** - Inspection of ball joints, wheel bearings, bushings, alignment, springs, and shocks. Correct and adjust as needed.
(Quarterly Gasoline / Semi-annually Electric)
- **LUBRICATION** - Semi-annually lubricate all fittings, clevises, cables, brake components, pedal groups, and linkages.
- **DIFFERENTIAL** - Semi-annually check for leaks and damage to drive unit.
- **BRAKES** - Semi-annually inspect and adjust brakes, and perform annual brake service.
- No trip charges on billable repairs.

GASOLINE ONLY

- Quarterly inspect and check belts (adjust if needed), change oil, terminal connections, reverse buzzer, FNR switch.

ELECTRIC ONLY

- Quarterly check connections, wiring, terminal connections, single point watering system, deionizer filter, reverse buzzer, FNR switch, nuts, and battery hold downs.
- **BATTERY CHARGER** - Quarterly visually inspect, check cable connections, breakers, and lubricate receptacle with WD-40.

MONTHLY SERVICE AGREEMENT

- A factory certified technician will visit the course every week and service 25% of the fleet.
- **TIRES** - Monthly check and maintain proper pressure.
- **FRONT END** - Quarterly inspection of ball joints, wheel bearings, bushings, alignment, springs, and shocks. Correct and adjust as needed.
- **LUBRICATION** - Semi-annually lubricate all fittings, clevises, cables, brake components, pedal groups, and linkages.
- **DIFFERENTIAL** - Semi-annually check for leaks and damage to drive unit.
- **BRAKES** - Semi-annually inspect and adjust brakes, and perform annual brake service.
- No trip charges on billable repairs.

GASOLINE ONLY

- Check engine oil level.
- Quarterly inspect and check belts (adjust if needed), change oil, terminal connections, reverse buzzer, FNR switch.

ELECTRIC ONLY

- Monthly check connections, wiring, terminal connections, single point watering system, deionizer filter, reverse buzzer, FNR switch, nuts, and battery hold downs.
- **BATTERIES** - All batteries will be inspected and watered to the appropriated level.
- **BATTERY CHARGER** - Monthly visually inspect, check connector, breakers, and lubricate receptacle with WD-40 quarterly.

CLUB CAR FLEETCARE SERVICE - STANDARD BENEFITS

- * Detailed service records are maintained for every car.
- * All warranty repairs and down cars are responded to within 72 hours.
- * Factory direct tech, fully stocked with inventory parts and ability to perform 98% of repairs on-site.
- * Majority of problems can be identified and addressed before they become a problem on the course.
- * Detailed scope of work that meets or exceeds the manufacturer's recommendations is performed on every car so they perform the same on the last day as they did on the first.



ANNUAL SERVICE AGREEMENT

- * **TIRES** - Annually check air pressure. (Course will be responsible for checking air pressure the remainder of the year)
- * **FRONT END** - Annually inspect ball joints, wheel bearings, bushings, alignment, springs, and shocks. Correct and adjust as needed.
- * **LUBRICATION** - Annually lubricate all fittings, cables, brake components, pedal groups, and linkages.
- * **DIFFERENTIAL** - Annually check for leaks and damage to drive unit.
- * **BRAKES** - Annually inspect and adjust brakes, and perform annual brake service.

GASOLINE ONLY

- * Annually check belts (adjust if needed), change oil, terminal connections, reverse buzzer, FNR switch.

ELECTRIC ONLY

- * Annually check connections, wiring, terminal connections, single-point watering system, deionizer filter, reverse buzzer, FNR switch, nuts, and battery hold downs.
- * **BATTERY CHARGER** - Annually visually inspect, check cable connections, breakers, and lubricate receptacle with WD-40.

SEMI-ANNUAL SERVICE AGREEMENT

- * **TIRES** - Semi-annually check air pressure. (Course will be responsible for checking air pressure the remainder of the year)
- * **FRONT END** - Semi-annually inspect ball joints, wheel bearings, bushings, alignment, springs, and shocks. Correct and adjust as needed.
- * **LUBRICATION** - Semi-annually lubricate all fittings, cables, brake components, pedal groups, and linkages.
- * **DIFFERENTIAL** - Semi-annually check for leaks and damage to drive unit.
- * **BRAKES** - Semi-annually inspect and adjust brakes, and perform annual brake service.

GASOLINE ONLY

- * Semi-annually check belts (adjust if needed), change oil, terminal connections, reverse buzzer, FNR switch.

ELECTRIC ONLY

- * Semi-annually check connections, wiring, terminal connections, single-point watering system, deionizer filter, reverse buzzer, FNR switch, nuts, and battery hold downs.
- * **BATTERY CHARGER** - Semi-annually visually inspect, check cable connections, breakers, and lubricate receptacle with WD-40.

WAC - WATER, AIR, & CURSORY INSPECTION

A technician will be on-site twice a month and will complete the scope of work on one-half of the fleet each visit:

ELECTRIC ONLY

- * **TIRES** - All tires will be checked and inflated to the proper pressure.
- * **BATTERIES** - All batteries will be inspected and watered to the appropriated level.
- * A cursory inspection of the vehicle will be completed to identify any noticeable issues.
- * No Trip Charges on Billable Repairs.



PROPOSAL

Terms and Conditions for Returning Vehicles or Trade-Ins

Sole Responsibility

Heritage Harbor Golf & Country Club agrees to accept sole responsibility for any loss or damage to its returned cars beyond ordinary wear due to normal use. The returned cars must meet the following conditions:

1. All cars must be free of all liens and encumbrances.
2. All cars must be capable of running at least 9 holes of golf.
3. All cars must be the same quantity and year model as originally evaluated.
4. All cars must be clean, and free of trash, scorecards, pencils, tees, etc.
5. All cars must have a working charger.
6. All cars must have four serviceable tires that retain proper air pressure.
7. All cars must steer properly in all directions.
8. All batteries must be free of corrosion, and properly filled with water.

If any of the above conditions are not met by . Heritage Harbor Golf & Country Club, Club Car reserves the right to withhold any and all Special Considerations stated in this agreement. Furthermore, Heritage Harbor Golf & Country Club agrees to pay the following charges if the below conditions are found upon Club Car’s inspection of the returned cars:

- | | |
|--|-----------------------|
| 1. Severely damaged or missing chargers | \$ 200.00 per charger |
| 2. Inoperable cars | \$ 200.00 per car |
| 3. Minor damage (damage to bodies, bumpers or seats) | \$ 350.00 per car |
| 4. Major damage (frame damage, wrecked cars, etc.) | \$ 700.00 per car |

Customer: _____

Club Car/Dealer: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____





PROPOSAL

Club Car Carryall Vehicle Warranty

WARRANTIES

CLUB CAR® LIMITED WARRANTY FOR TRANSPORTATION AND UTILITY VEHICLES WARRANTY

CLUB CAR, LLC ("CLUB CAR") hereby warrants to the Original Purchaser or Lessee, as those terms are defined herein, and subject to the provisions, limitations and exclusions in this limited warranty, that its new vehicle or new component purchased from CLUB CAR or an Authorized Dealer or Distributor shall be free from defects in material and workmanship under normal use and service for the periods stated below, subject to the provisions, limitations and exclusions in this limited warranty.

This limited warranty covers material, workmanship and repair labor cost as to those items specifically listed below for the periods specified. Such repair labor shall be performed only by CLUB CAR, its Authorized Dealers or Distributors, or a service agency approved by CLUB CAR. For repairs made by qualified technicians other than CLUB CAR's factory technicians or an Authorized Dealer or Distributor, CLUB CAR will provide only the replacement parts or components.

IF THE WARRANTY REGISTRATION FORM IS NOT COMPLETED AND RETURNED TO CLUB CAR AT THE TIME OF THE ORIGINAL RETAIL SALE, PURCHASER MUST PROVIDE PROOF OF DATE OF PURCHASE WITH ANY WARRANTY CLAIM.

TO THE ORIGINAL OWNER ONLY (NON-TRANSFERABLE)	TERMS COVERED	HOURS/ AMP HOURS COVERED
LIMITED THREE YEAR: Engine assembly, transaxle assembly (gasoline vehicle), starter/generator (gasoline vehicle), motor, transaxle assembly (electric vehicle), and main frame assembly.	3 YEARS	3000
LIMITED TWO YEAR: Solenoid, MCOR, limit switches, voltage regulators, FNR switches, brake components, wiring harness, electrical switches, canopy systems, seals, pedal group assembly, body, cab assembly and doors, and driving range protective enclosure, portable refreshment center and all original equipment options and accessories supplied by CLUB CAR, and all remaining components of the vehicle not specified otherwise.	2 YEARS	2000
6-VOLT BATTERY (STANDARD DUTY)	4 YEARS	18000
6-VOLT BATTERY (EXTENDED RANGE)	4 YEARS	23,000 (Model Year 2016 and later) 20,000 (Model Year 2014 and 2015)
8-VOLT BATTERY (STANDARD/EXTENDED RANGE)	4 YEARS	18000
ONBOARD COMPUTER (IF SO EQUIPPED)	4 YEARS	16000
CONTROLLER	4 YEARS	16000
BATTERY CHARGER	4 YEARS	

EXCLUSIONS

Excluded from any CLUB CAR warranty is damage to a vehicle or component resulting from a cause other than a defect including poor maintenance, neglect, abuse, accident and collision, maintenance adjustments, unreasonable or unintended strain or use, improper installation of accessories, installation of parts or accessories that are not original equipment including Club Car approved or non-approved GPS systems, non-approved alteration and acts of God. Also excluded from any CLUB CAR warranty are all fuses, filters, decals (except safety decals), lubricants, routine wear items such as the charger plug and receptacle, engine mounts, bed floor lining, mats, pads, spark plugs.

EXHIBIT 9



Water and Wastewater Utility Operations, Maintenance, Engineering, Management

September 27, 2023

Heritage Harbor Community Development District
250 International Pkwy, Suite 208
Lake Mary, FL 32746

**RE: Professional Engineering Services Proposal
Reclaimed Water Meter Assembly Design and Permitting Only
Heritage Harbor Community Development District**

Dear Sir/Madam:

U.S. Water is pleased that you have requested our firm to provide you with this proposal for professional engineering services to prepare the reclaimed water meter assembly associated with this facility.

PROPOSED SCOPE OF SERVICES

Below is a list of the tasks that need to be performed to prepare the design plans.

Item No.	DESCRIPTION OF TASK
1.	Following approval of this proposal, coordinate with the County and the facility to collect and evaluate available data on the various elements of the system. Information needed, but not limited to, include existing engineering plans and design reports, permitting documents, available power source, etc.
2.	Prepare the necessary engineering plans for the purpose of permitting the new meter through Hillsborough County. Any electrical, control, and SCADA design details will be done by others.
3.	Prepare the necessary permit application package and submit to Hillsborough County for review and approval.

**4939 Cross Bayou Boulevard * New Port Richey, Florida * 34652
Phone: 727-848-8292 * Fax: 727-848-7701 * Toll Free: 866-753-8292**

ESTIMATED BUDGET

Our fee to perform this task will be based on time and materials with an estimate initial budget of \$9,614.00. This cost estimate is based upon our best estimate of the amount of work required to complete all necessary steps to prepare the design plans. This amount shall be considered a not-to-exceed fee, requiring authorization from you if the budget should need to be exceeded due to requests for additional information by the regulatory agencies or any other reasons. Our invoices, as always, will reflect only the actual costs incurred in completing the tasks described herein on time and materials basis according to our current fee schedule.

CONDITIONS/COMMENTS

1. Fees and rates quoted are only valid for 30 days.
2. If work is not authorized by this date, the fee and rate are subject to adjustment.
3. Billing will be monthly based on a percentage of completion. The facility shall make payment within 30 working days of receipt of an invoice from U.S. Water Services Corporation. Any invoices remaining unpaid after billing will be assessed interest at a rate of 1.5% per month.
4. In the event this agreement is terminated prior to completion of services, the client will compensate U.S. Water Services Corporation for all work accomplished to the point of termination in accordance with the U.S. Water Services Corporation's current fee structure.
5. The above prices cover the design and permitting stage through the County. Any required building permits through the construction stage will be the responsibility of the contractor who will be awarded the contract to perform the work. In addition, the above prices do NOT include any services or materials not specifically listed above such as construction services with construction project management, inspections, certification, SCADA design and communications, electrical and control design, survey, mileage fees, permit application fees, etc.
6. U.S. Water Services Corporation will carry and maintain throughout the period of this contract, Commercial General Liability Insurance with two million dollar (\$2,000,000) limit. In addition, U.S. Water Services Corporation will carry and maintain Professional Liability Insurance with a one million dollar (\$1,000,000) limit.

CLOSING STATEMENT

We wish to thank you for allowing U.S. Water to provide our services to you. Please feel free to call me directly with any questions you have regarding this proposal. I can also be reached on my cell phone number (727) 243-5875. Alternatively, if you approve of the work scope and estimated budget presented above, you may acknowledge your acceptance with your signature below.

Sincerely,

Mo Kader

Mo Kader, P.E.
U.S. Water Services Corporation

MK/mk
Cc: Tonja Stewart, P.E.

ACKNOWLEDGMENT

Responsible Authority
Heritage Harbor Community Development Dist.

Date

EXHIBIT 10

ESTIMATE

Replace Freezer

Grand Total (USD)

\$11,797.32

BILL TO
Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, Florida 33558
United States

mcmullenrocks@aol.com

Estimate Number: 10002

Estimate Date: September 11, 2023

Expires On: October 11, 2023

ITEMS	QUANTITY	PRICE	AMOUNT
Condensing Unit	1	\$6,492.45	\$6,492.45
Evaporator	1	\$3,507.56	\$3,507.56
Solenoid Valve & Coil	1	\$287.31	\$287.31
Temperature Control	1	\$150.00	\$150.00
Hours Helper	8	\$65.00	\$520.00
hours	8	\$95.00	\$760.00
Trip charge	1	\$55.00	\$55.00
Misc Material	1	\$25.00	\$25.00
		Total:	\$11,797.32
		Grand Total (USD):	\$11,797.32

Notes / Terms

Due to age and condition freezer needs to be replaced.



Wayne's World of Refrigeration Inc.

Lic# CAC1813512
218 E. Bearss Ave. #331
Tampa, Florida 33613
United States

Contact Information

(813) 929-2665
wwrefrigeration@aol.com

ESTIMATE

Replace Freezer

Grand Total (USD)

\$11,797.32

Notes / Terms

Need to replace the evaporator and condensing unit. Also, install new temperature control solenoid coil and valve.

Make all connections to existing refrigerant lines, drain lines, and electrical.



Wayne's World of Refrigeration Inc.

Lic# CAC1813512
218 E. Bearss Ave. #331
Tampa, Florida 33613
United States

Contact Information

(813) 929-2665
wwrefrigeration@aol.com

EXHIBIT 11

From: Ray Leonard <rleonard@greenacre.com>
Sent: Thursday, September 28, 2023 4:46 PM
To: Tish L. Dobson <tdobson@vestapropertyservices.com>
Subject: Heritage Harbor Pool Slide Liability Insurance

Good afternoon Tish,

As we discussed the HOA's insurance agent has been unsuccessful in obtaining Liability Insurance for the pool slide at the Heritage Harbor Community Pool. After contacting other communities with similar slides we found they all obtain insurance through their CDD carrier Egis. The HOA Board of Directors respectfully asks the CDD Board to request insurance through their carrier. The HOA will have their attorney draw some type of Cost Sharing legal agreement where the HOA is responsible for all costs associated with the insurance coverage. The current coverage ends September 30, 2023 and the slide will be closed until Liability Insurance can be obtained. As you know the pool slide is a major part of the Heritage Harbor Community and keeping it open is a top priority. I am attaching 2 pages from the Reserve Study that was done this year. The rust has already been addressed although there are still some spots. We can provide new pictures next week. I am not sure what else the insurance carrier would require but whatever it is the HOA will cooperate. Can you please present this request to the CDD Board as soon as possible? Your assistance is greatly appreciated.

Sincerely,

Ray Leonard

Slide and Staircase

Line Items: 6.862 through 6.866

Quantity: Heritage Harbor maintains a slide at the pool. The fiberglass slide sits atop a tower with a steel and concrete staircase for access.

History: The slide and staircase at the pool are original. The staircase was repaired and painted 2017 and the slide was coated and repaired in 2019

Conditions: Fair to poor overall with extensive rust evident



Staircase overview



Rusted staircase structure



Rusted structure



Rusted structure



Water slide and staircase overview



Rusted structure



Staircase overview



Rusted structure

Useful Life: Replacement at up to 25 years with the benefit of timely maintenance. Maintenance includes repairs and paint finishes to the staircase, as well as fiberglass repairs and coatings every eight- to ten-years

Component Detail Notes: Safety is the major purpose for maintaining the water slide. We recommend an annual inspection of the water slide to identify and repair as normal maintenance loose connections and fasteners or damaged elements. We recommend the use of a specialist for the design or replacement of the water slide environment.

Preventative Maintenance Notes: We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Weekly:
 - Inspect and repair loose connections and fasteners or damaged elements. Check handrails for stability.
 - Inspect for safety hazards

EXHIBIT 12

Proposal
G.L.Polk & Company, INC.
Electrical Contractors
P.O. Box 274095
Tampa, Florida 33688-4095
(813) 888-9106
FAX (813) 880-7545
Lic. EC- 13001274

PROPOSAL SUBMITTED TO:	Heritage Harbor Golf and Country Club
JOB NAME:	Same
DATE:	10/6/23 /
DATE OF PLANS	N/A

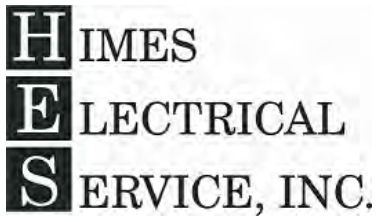
DESCRIPTION AND SCOPE OF WORK:

1. Cypress Green Dr and Lutz Lake Fern entrance ; Add electrical under road to island and to opposite side to entrance with two separate lines for future Christmas light outlets.
2. Pipes will be bored by an outside company and estimate given is an approximation and is subject to change upon further review.

/.....

We Propose hereby to furnish material and labor- complete in accordance with above specifications, for the sum of:	
Dollars (\$6450.00) (plus permit if necessary)	
Authorized signature:	Note: This proposal may be withdrawn by us if not accepted within: 60 days

Acceptance of Proposal -	Signature:
Date of Acceptance:	



September 29, 2023

Vesta Property Services
Tish Dobson
250 International Pkwy Ste 208
Lake Mary, FL 32746

Email: tdobson@vestapropertyservices.com
Phone: 813-758-4841

RE: Heritage Harbor – North entrance

Dear Tish,

We are pleased to submit this proposal to provide labor and material to complete the following in the above referenced community. The proposal to include:

- 1) Run conduit from the panel on the exit side to the entrance side.
- 2) Install PVC post with a 20-amp GFCI receptacle.
- 3) Conduit will be ¾" PVC and will be bored under the roadway.

The total for this proposal is **\$3,003.00**. This quote is good for 15 days.

NOTE: Work that is not listed on the proposal will be considered additional. All additional work will be billed on a time and material basis and will be added to the proposal and due upon completion.

Thank you for your consideration and please feel free to call if you have any questions or if I can be of further assistance.

Respectfully Submitted

Gavin Furnas

Gavin Furnas
Himes Electrical Service, Inc.

Acknowledged and accepted by:

Date:

EXHIBIT 13



SOFFIT + FASCIA ESTIMATE

SEP 13, 2023

**We can help you with
Residential & Commercial Roofing**

JAY NIKI

19502 Hertiage Harbor Parkway
Lutz, FL
33558

14450 46th St N Suite 110 Clearwater, FL 33762
(727)329-8023

INTRODUCTION

Hi Jay,

Thank you for the opportunity to provide you with a quote for your project. Please find your estimate below along with upgrade options for potential improvements to your project, if applicable.

The following estimate is for:

1. Remove and disposal of old materials
2. Supply and install new materials
3. Clean up of entire work area (all nails and other materials)
4. Clean all gutters (if roof is done)
5. Your own dedicated Production Scheduling team
6. All workers are employees of Classic Roofing and Construction
7. We are Licensed to work in your geographical region
8. Audit of all work completed by Quality Control Officer
9. Extended warranties available with every roof

We don't want you to be personally liable should a worker happen to get injured therefore we maintain current insurance for all employees and crews. We carry \$1,000,000 in liability insurance and workers compensation insurance (the state minimum is \$300,000).

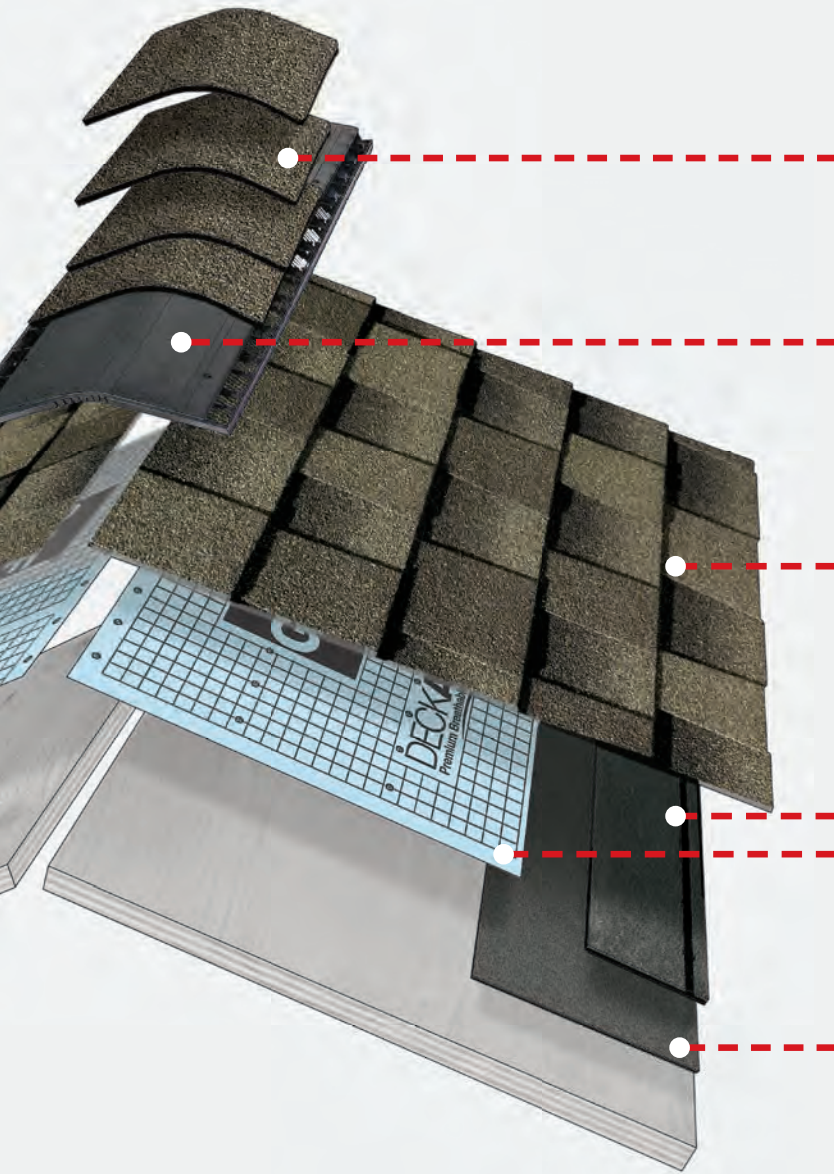
As well, we have mandatory safety training for our staff to ensure safe practices always. Once the job is complete, complete an additional full inspection on your home to ensure we did everything correct and up to our strict standards and site is spotless.

If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that.

Kind regards,

Owen Lauer |
Owen@classicconstructionltd.com
7178879624

The GAF Lifetime¹ Roofing System



Ridge Cap Shingles

The finishing touch that helps defend against leaks at the hips and ridges



Cobra[®] Attic Ventilation

Helps reduce attic moisture and heat



Lifetime Shingles¹

Beautify and protect for years to come



Starter Strip Shingles

Helps guard against shingle blow-offs



Roof Deck Protection

Helps shield the roof deck from moisture infiltration



Leak Barrier

Helps prevent leaks caused by wind-driven rain and ice dams

Install any GAF Lifetime¹ Shingle and at least 3 qualifying GAF Accessories and get a Lifetime¹ limited warranty on your qualifying GAF products plus

non-prorated coverage for the first 10 years. For even stronger coverage, ask your GAF factory-certified contractor² about enhanced GAF warranties.



¹ Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires use of GAF Lifetime shingles only. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions. Lifetime coverage on shingles and accessories requires use of any GAF Lifetime Shingle and at least 3 qualifying GAF accessories. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the *GAF Roofing System Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.

² Contractors enrolled in GAF certification programs are not employees or agents of GAF, and GAF does not control or otherwise supervise these independent businesses. Contractors may receive benefits, such as loyalty rewards points and discounts on marketing tools from GAF for participating in the program and offering GAF enhanced warranties, which require the use of a minimum amount of GAF products.

INSPECTION











SOFFIT + FASCIA

Description

House (Roofing)

Replace all soffit with aluminum vented soffit across all rake & eave overhangs on roof

Replace all fascia with matching vinyl fascia board across all rake & eave overhangs on roof

Remove ceiling plywood under guardshack overhang, build jay channel supports for ceiling soffit, & run porch soffit across entire ceiling - attach directly into roof rafters

1 year workmanship warranty [doesn't cover storm damage]

Includes delivery of materials, haul away of debris, & taxes on materials

Quote subtotal \$7,395.00

Total \$7,395.00

AUTHORIZATION

SOFFIT + FASCIA

\$7,395.00

Name: Jay Niki

Address: 19502 Heritage Harbor Parkway, Lutz, FL

Estimates valid for 30 days from date of estimate / A 10% deposit is required before any project begins

Customer Comments / Notes

My Product Selections

Shingle color

Drip edge color

Soffit & Fascia color

Jay Niki:

Date:

By signing this form I agree to and confirm the following: I certify that I am the registered owner of the above project property, or have the legal permission to authorize the work as stated. I agree to pay the total project price and understand that this work will be completed in accordance with industry best practices.

TERMS AND CONDITIONS

(A) YOU THE OWNER MAY CANCEL THIS CONTRACT AT ANY TIME BEFORE MIDNIGHT ON THE THIRD BUSINESS DAY AFTER YOU HAVE SIGNED THIS CONTRACT. YOU MAY CANCEL FOR ANY REASON WITHOUT CAUSE BY WRITTEN NOTICE TO CLASSIC ROOFING AND CONSTRUCTION. CANCELLATION AFTER THE THIRD BUSINESS DAY WILL RESULT IN \$500 OF LIQUIDATED DAMAGES PLUS ANY ADDITIONAL COST INCURRED FOR SERVICES INCLUDING BUT NOT LIMITED TO PERMIT, MATERIAL RESTOCKING FEE, NOTICE OF COMMENCEMENT RECORDING FEE. CANCELLATION WITHIN TEN CALENDAR DAYS OF YOUR SCHEDULED START DATE WILL RESULT IN A 25% LIQUIDATED DAMAGES OF YOUR CONTRACTED AMOUNT. ALL CANCELLATION FEES ARE DUE WITHIN 24 HOURS OF YOUR CANCELLATION OF YOUR CONTRACT. []

(B) NOTICE TO THE OWNER: FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANICS LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO SECTIONS 713.001-713.37, FLORIDA STATUTES. TO AVOID THIS RESULT, YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THE CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

I understand that I must remove items from the interior walls of my home that may be damaged or fall due to vibrations from the loading/installation of shingles onto my roof (if applicable), or installation of siding. Classic Roofing and Construction is not liable for such damages. []

I understand and agree to the following additional charges should they arise on my project:

- Additional layers of shingles: \$15/SQ
- Additional layers of underlayment: \$10/SQ
- Asbestos products: Varies per project
- If a full roof wood re-deck is required, plywood will be an additional \$15/sheet.

[]

It is the homeowner's responsibility to locate the AC and plumbing lines in the attic to ensure they are not near the roofline. We are not responsible for any repairs that may need to be done if the AC or plumbing line is punctured by a roof nail. []

I understand that hammering may create vibrations that can cause minor plaster or drywall blemishes which are beyond the contractor's control and not the responsibility of the contractor to repair. []

I understand that if I have a roof-mounted satellite dish and decide to keep the satellite dish that Classic Roofing and Construction will NOT reinstall the satellite dish. I understand that the satellite dish may be left hanging on the side on my house and it is my responsibility to contact the satellite dish service provider to reinstall the satellite dish. []

I understand that minor stucco damage may result when the roof is torn off areas where stucco meets my roof's surface, especially where improperly applied. Classic Roofing and Construction is not liable for repairing said damage. []

I understand that any warranty for material used during the project is provided by the material manufacturer. Unless agreed upon otherwise, Classic Roofing and Construction provides a 2-year Workmanship Warranty on portions of the project in which Classic Roofing and Construction fully replaced any existing products. Full warranty details are available by request. []

I certify that I am the registered owner of the above project property, or have the legal permission to authorize Classic Roofing and Construction to perform the work as stated and agree to pay the total project price. []

I acknowledge that I have read and understand this page. Initials: _____

I understand that any insurance claims are subject to the specific terms and conditions outlined by my insurance company, and may be subject to insurance company approval. []

I understand that approval of my estimate is subject to customer credit approval by Classic Roofing and Construction. I agree that Classic Roofing and Construction may access my credit bureau report(s), trade references, and other credit information prior to granting credit approval. []

I understand that Classic Roofing and Construction is not responsible for any damage created by a third-party vendor including but not limited to waste container company, material distribution company, or city/county inspectors. Damage can include driveways, landscaping, irrigation, garage doors, etc. []

Tile and Metal projects require a 30% deposit on the entire project cost. This deposit is NOT refundable. []

Stone-Coated Metal projects require 40% deposit on the entire project cost for material to be ordered. An additional 20% of project cost is due once the dry-in phase is started. An additional 20% of project cost is due once the stone-coated metal arrives to the property. The initial 40% deposit is NOT refundable. []

The company has the right to order excess material. These materials will not be charged above the agreed upon price. All excess materials belong to the company. []

All material is guaranteed as specified. All work is to be completed in a workman-like manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. []

Any representation, statement or any other communication not written or referred to in this agreement, are agreed to be immaterial and not relied on by either party and do not survive the execution of this agreement. []

If any provision of this agreement should be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this agreement shall not be affected thereby. []

LIQUIDATED DAMAGES: If this agreement is cancelled pursuant to Section A above, Company shall within ten days after cancellation tender to Customer any payments, partial payments or deposits made by Customer, except for amounts reasonably necessary to prevent damage to the property. []

Owner and Contractor hereby agree that contractor is not responsible for rectifying or repairing any prior work that was not to code or properly permitted, even if the work contractor damages the items that are not compliant. The parties acknowledge that had the work been constructed to proper building codes and/or permitted properly, any and all damage that contractor may cause could have been prevented. Further, Owner and contractor hereby agree that any damage to the home during construction which is primarily due to conditions not up to present building codes or not properly permitted, is the sole responsibility of the Owner to repair/replace/fix. Any damage during the work contemplated herein that is due to any prior defective work by others or concealed, unknown or unusual conditions shall not be the responsibility of Company. The Contract Price has been based on normal conditions, without allowance for any extra work that might be caused by unanticipated conditions. If Company encounters any conditions that require extra work, the cost for this additional work, plus Company's overhead and profit, shall be added to the Contract Price. []

The maximum allowable retainage for any punch-out will be 5% of the original contract price. I understand and agree that the final inspection is not considered punch out and I cannot hold payment while waiting for a final inspection. []

I understand that payment for the project is due the SAME DAY the project is completed. I agree to have a check for the project amount ready the same day the project is completed. Any additional charge for wood or extras will be billed separately. This payment is due within 48 hours of the bill being sent. I understand any payment not made within this payment schedule may result in a daily late fee of up to \$50. []

I acknowledge and accept all terms and conditions of this contract.

I acknowledge that I have read and understand this page. Initials: _____

Jay Niki
Date:

I acknowledge that I have read and understand this page. Initials: _____



ESTIMATE

SEP 14, 2023

**We can help you with
Residential & Commercial Roofing**

**14450 46th St N Suite 110 Clearwater, FL 33762
(727)329-8023**

JAY NIKI

19502 Hertiage Harbor Parkway
Lutz, FL
33558

INTRODUCTION

Hi Jay,

Thank you for the opportunity to provide you with a quote for your project. Please find your estimate below along with upgrade options for potential improvements to your project, if applicable.

The following estimate is for:

1. Remove and disposal of old materials
2. Supply and install new materials
3. Clean up of entire work area (all nails and other materials)
4. Clean all gutters (if roof is done)
5. Your own dedicated Production Scheduling team
6. All workers are employees of Classic Roofing and Construction
7. We are Licensed to work in your geographical region
8. Audit of all work completed by Quality Control Officer
9. Extended warranties available with every roof

We don't want you to be personally liable should a worker happen to get injured therefore we maintain current insurance for all employees and crews. We carry \$1,000,000 in liability insurance and workers compensation insurance (the state minimum is \$300,000).

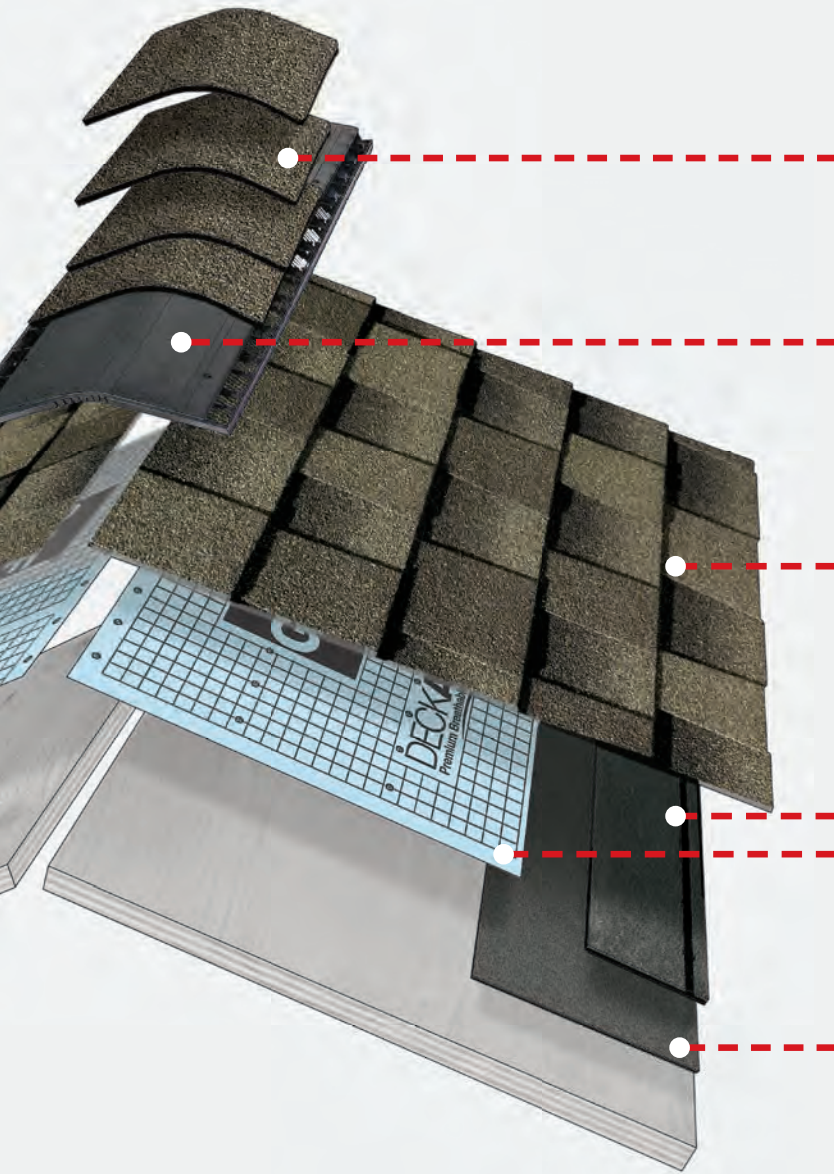
As well, we have mandatory safety training for our staff to ensure safe practices always. Once the job is complete, complete an additional full inspection on your home to ensure we did everything correct and up to our strict standards and site is spotless.

If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that.

Kind regards,

Owen Lauer |
Owen@classicconstructionltd.com
7178879624

The GAF Lifetime¹ Roofing System



Ridge Cap Shingles

The finishing touch that helps defend against leaks at the hips and ridges



Cobra[®] Attic Ventilation

Helps reduce attic moisture and heat



Lifetime Shingles¹

Beautify and protect for years to come



Starter Strip Shingles

Helps guard against shingle blow-offs



Roof Deck Protection

Helps shield the roof deck from moisture infiltration



Leak Barrier

Helps prevent leaks caused by wind-driven rain and ice dams

Install any GAF Lifetime¹ Shingle and at least 3 qualifying GAF Accessories and get a Lifetime¹ limited warranty on your qualifying GAF products plus

non-prorated coverage for the first 10 years. For even stronger coverage, ask your GAF factory-certified contractor² about enhanced GAF warranties.



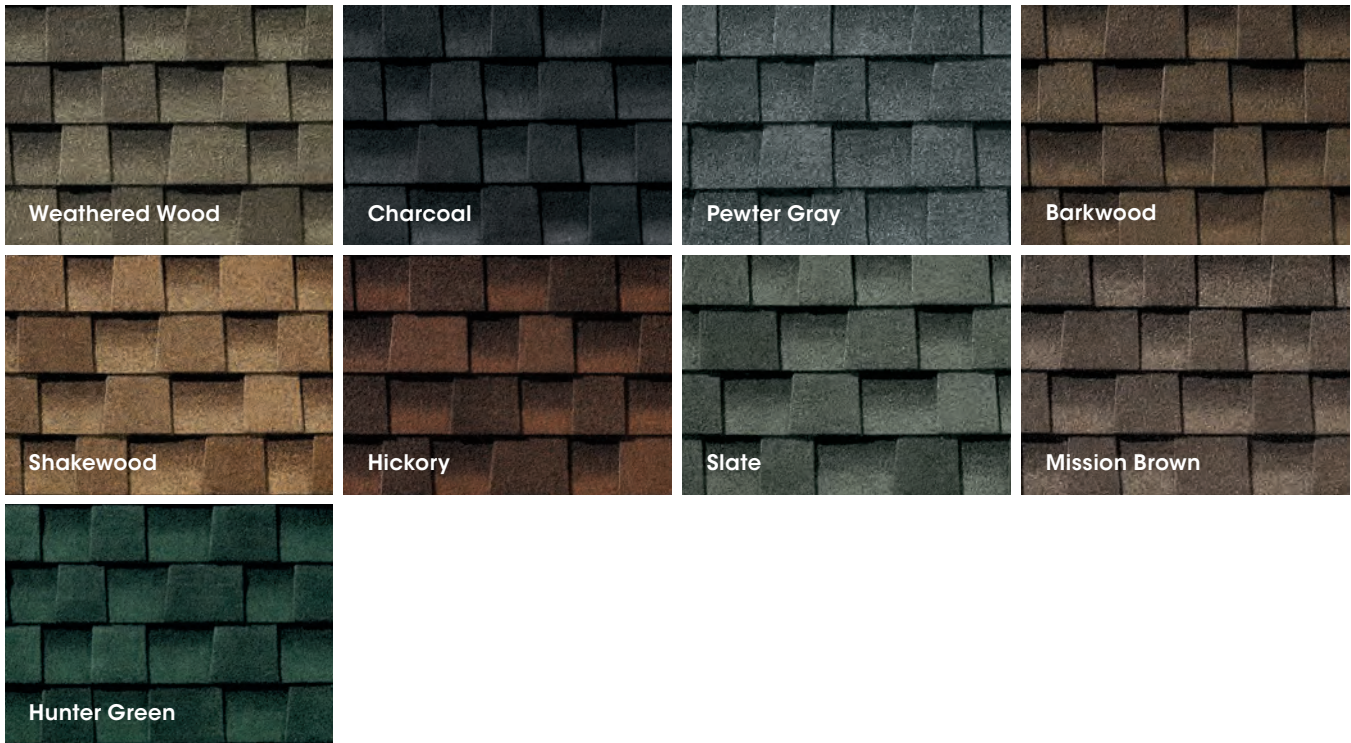
¹ Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires use of GAF Lifetime shingles only. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions. Lifetime coverage on shingles and accessories requires use of any GAF Lifetime Shingle and at least 3 qualifying GAF accessories. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the *GAF Roofing System Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.

² Contractors enrolled in GAF certification programs are not employees or agents of GAF, and GAF does not control or otherwise supervise these independent businesses. Contractors may receive benefits, such as loyalty rewards points and discounts on marketing tools from GAF for participating in the program and offering GAF enhanced warranties, which require the use of a minimum amount of GAF products.

Color Availability



Nationally Available Colors



Regionally Available Colors (See next page for details.)



For more details visit gaf.com/TimberlineHDZ

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.

INSPECTION











GAF LIFETIME ROOFING SYSTEM

Description

House (Roofing)

Re-nail entire deck to Florida Building Code requirements

Remove and replace all shingles with GAF Timberline HDZ shingles - includes StainGuard Algae Protection

Install 2 layers of high traction synthetic, GAF Feltbuster across the entire deck

Install peel and stick in the valleys and around penetrations

GAF Starter Shingle: these are the shingles required for starter rows on your roof

Install standard aluminum ridge ventilation across peak of roof to give attic air flow

Install GAF Hip & Ridge : Ridge Cap shingles that go on the hips and ridge

Drip-edge - flashing used to protect the bottom edge of your roof

Install Ridge Vent Exhaust Cap

Includes new flashings where & if needed

Includes new metals in the valleys per Florida Building Code

GAF Lifetime Warranty

5 Years Workmanship

Lifetime Marterial

Wood Charges:

Plywood: \$85/sheet

Fascia: \$8/LF

Dimensional Wood Decking: \$8/LF

- 1 x 6

- 1 x 8

- 2 x 4

- 2 x 8

Fives Sheets Of Wood Included

Permit, dumpster, delivery, and taxes included

10/12 pitch - steep roof fee applied

Quote subtotal \$9,460.00

Total \$9,460.00

GAF PLATINUM ROOFING SYSTEM

Description

House (Roofing)

Re-nail entire deck to Florida Building Code requirements

Remove and replace all shingles with GAF Timberline HDZ shingles - includes StainGuard Algae Protection

Install 2 layers of high traction synthetic, GAF Feltbuster across the entire deck

Install premium GAF WeatherWatch peel and stick in the valleys and around penetrations

GAF Pro-Start: these are the shingles required for starter rows on your roof

Install GAF Cobra III ridge ventilation

Install GAF Seal-A-Ridge: Ridge Cap shingles that go on the hips and ridge

Drip-edge - flashing used to protect the bottom edge of your roof

Install Ridge Vent Exhaust Cap

Includes new flashings where & if needed

Includes new metals in the valleys per Florida Building Code

GAF Silver Pledge

10 Years Workmanship

50 Years Material Defect

* Classic's workmanship is fully backed by GAF no matter what as well as every component of the roofing system is backed by GAF's 100% leakproof warranty

* Warranty is transferable

* 15 Year WindProven Warranty w/no maximum wind speed limitation

Wood Charges:

Plywood: \$85/sheet

Fascia: \$8/LF

Dimensional Wood Decking: \$8/LF

- 1 x 6

- 1 x 8

- 2 x 4

- 2 x 8

Fives Sheets Of Wood Included

Permit, Dumpster, Taxes, + Delivery Included

10/12 pitch - steep roof fee applied

Quote subtotal \$9,850.00

Total \$9,850.00

AUTHORIZATION

- GAF LIFETIME ROOFING SYSTEM \$9,460.00
- GAF PLATINUM ROOFING SYSTEM \$9,850.00

Name: Jay Niki

Address: 19502 Heritage Harbor Parkway, Lutz, FL

Estimates valid for 30 days from date of estimate / A 10% deposit is required before any project begins

Optional Upgrades

Description	Qty	Unit price	Line total
<input type="checkbox"/> SOFFIT + FASCIA - TO BE DETERMINED			

Customer Comments / Notes

My Product Selections

Shingle color

Drip edge color

Soffit & Fascia color

Jay Niki:

Date:

By signing this form I agree to and confirm the following: I certify that I am the registered owner of the above project property, or have the legal permission to authorize the work as stated. I agree to pay the total project price and understand that this work will be completed in accordance with industry best practices.

TERMS AND CONDITIONS

(A) YOU THE OWNER MAY CANCEL THIS CONTRACT AT ANY TIME BEFORE MIDNIGHT ON THE THIRD BUSINESS DAY AFTER YOU HAVE SIGNED THIS CONTRACT. YOU MAY CANCEL FOR ANY REASON WITHOUT CAUSE BY WRITTEN NOTICE TO CLASSIC ROOFING AND CONSTRUCTION. CANCELLATION AFTER THE THIRD BUSINESS DAY WILL RESULT IN \$500 OF LIQUIDATED DAMAGES PLUS ANY ADDITIONAL COST INCURRED FOR SERVICES INCLUDING BUT NOT LIMITED TO PERMIT, MATERIAL RESTOCKING FEE, NOTICE OF COMMENCEMENT RECORDING FEE. CANCELLATION WITHIN TEN CALENDAR DAYS OF YOUR SCHEDULED START DATE WILL RESULT IN A 25% LIQUIDATED DAMAGES OF YOUR CONTRACTED AMOUNT. ALL CANCELLATION FEES ARE DUE WITHIN 24 HOURS OF YOUR CANCELLATION OF YOUR CONTRACT. []

(B) NOTICE TO THE OWNER: FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANICS LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO SECTIONS 713.001-713.37, FLORIDA STATUTES. TO AVOID THIS RESULT, YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THE CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

I understand that I must remove items from the interior walls of my home that may be damaged or fall due to vibrations from the loading/installation of shingles onto my roof (if applicable), or installation of siding. Classic Roofing and Construction is not liable for such damages. []

I understand and agree to the following additional charges should they arise on my project:

- Additional layers of shingles: \$15/SQ
- Additional layers of underlayment: \$10/SQ
- Asbestos products: Varies per project
- If a full roof wood re-deck is required, plywood will be an additional \$15/sheet.

[]

It is the homeowner's responsibility to locate the AC and plumbing lines in the attic to ensure they are not near the roofline. We are not responsible for any repairs that may need to be done if the AC or plumbing line is punctured by a roof nail. []

I understand that hammering may create vibrations that can cause minor plaster or drywall blemishes which are beyond the contractor's control and not the responsibility of the contractor to repair. []

I understand that if I have a roof-mounted satellite dish and decide to keep the satellite dish that Classic Roofing and Construction will NOT reinstall the satellite dish. I understand that the satellite dish may be left hanging on the side on my house and it is my responsibility to contact the satellite dish service provider to reinstall the satellite dish. []

I understand that minor stucco damage may result when the roof is torn off areas where stucco meets my roof's surface, especially where improperly applied. Classic Roofing and Construction is not liable for repairing said damage. []

I understand that any warranty for material used during the project is provided by the material manufacturer. Unless agreed upon otherwise, Classic Roofing and Construction provides a 2-year Workmanship Warranty on portions of the project in which Classic Roofing and Construction fully replaced any existing products. Full warranty details are available by request. []

I certify that I am the registered owner of the above project property, or have the legal permission to authorize Classic Roofing and Construction to perform the work as stated and agree to pay the total project price. []

I acknowledge that I have read and understand this page. Initials: _____

I understand that any insurance claims are subject to the specific terms and conditions outlined by my insurance company, and may be subject to insurance company approval. []

I understand that approval of my estimate is subject to customer credit approval by Classic Roofing and Construction. I agree that Classic Roofing and Construction may access my credit bureau report(s), trade references, and other credit information prior to granting credit approval. []

I understand that Classic Roofing and Construction is not responsible for any damage created by a third-party vendor including but not limited to waste container company, material distribution company, or city/county inspectors. Damage can include driveways, landscaping, irrigation, garage doors, etc. []

Tile and Metal projects require a 30% deposit on the entire project cost. This deposit is NOT refundable. []

Stone-Coated Metal projects require 40% deposit on the entire project cost for material to be ordered. An additional 20% of project cost is due once the dry-in phase is started. An additional 20% of project cost is due once the stone-coated metal arrives to the property. The initial 40% deposit is NOT refundable. []

The company has the right to order excess material. These materials will not be charged above the agreed upon price. All excess materials belong to the company. []

All material is guaranteed as specified. All work is to be completed in a workman-like manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. []

Any representation, statement or any other communication not written or referred to in this agreement, are agreed to be immaterial and not relied on by either party and do not survive the execution of this agreement. []

If any provision of this agreement should be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this agreement shall not be affected thereby. []

LIQUIDATED DAMAGES: If this agreement is cancelled pursuant to Section A above, Company shall within ten days after cancellation tender to Customer any payments, partial payments or deposits made by Customer, except for amounts reasonably necessary to prevent damage to the property. []

Owner and Contractor hereby agree that contractor is not responsible for rectifying or repairing any prior work that was not to code or properly permitted, even if the work contractor damages the items that are not compliant. The parties acknowledge that had the work been constructed to proper building codes and/or permitted properly, any and all damage that contractor may cause could have been prevented. Further, Owner and contractor hereby agree that any damage to the home during construction which is primarily due to conditions not up to present building codes or not properly permitted, is the sole responsibility of the Owner to repair/replace/fix. Any damage during the work contemplated herein that is due to any prior defective work by others or concealed, unknown or unusual conditions shall not be the responsibility of Company. The Contract Price has been based on normal conditions, without allowance for any extra work that might be caused by unanticipated conditions. If Company encounters any conditions that require extra work, the cost for this additional work, plus Company's overhead and profit, shall be added to the Contract Price. []

The maximum allowable retainage for any punch-out will be 5% of the original contract price. I understand and agree that the final inspection is not considered punch out and I cannot hold payment while waiting for a final inspection. []

I understand that payment for the project is due the SAME DAY the project is completed. I agree to have a check for the project amount ready the same day the project is completed. Any additional charge for wood or extras will be billed separately. This payment is due within 48 hours of the bill being sent. I understand any payment not made within this payment schedule may result in a daily late fee of up to \$50. []

I acknowledge and accept all terms and conditions of this contract.

I acknowledge that I have read and understand this page. Initials: _____

Jay Niki
Date:

I acknowledge that I have read and understand this page. Initials: _____

CLASSIC

ROOFING & CONSTRUCTION



OWEN LAUER
PROJECT DEVELOPMENT MANAGER,
CLASSIC ROOFING & CONSTRUCTION
OWEN@CLASSICCONSTRUCTIONLTD.COM / 717-887-9624



LAUER ROOFING CONSULTING

Why Classic?

- * 20+ years in business!
- * Pinellas county based - family owned & operated
- * No sub-contractors! Expert crews for each type of roofing system: shingle, solar, modified bitumen, TPO, metal, aluminum, tile, & more.
- * Properly licensed & insured
- * Over 300+ 5 star reviews on Google & counting.
- * Over 145+ 5 star reviews on Angie's List & counting.
- * Full in-house office staff dedicated to making you one of our successful clients!
- * GAF Master Elite certification status - only 2% of contractors in the country have this certification with GAF which allows us to offer 100% leakproof & transferable manufacturer backed warranties on both workmanship & materials.

Angi

4.9 ★★★★★ (157) Verified Reviews

Google

4.8 ★★★★★ 320 Google reviews



Why Owen?



Richard W King
Local Guide · 34 reviews

★★★★★ 6 days ago **NEW**

Positive: Professionalism, Punctuality, Quality, Responsiveness

We had quotes for several companies, Owen with Classic Roofing just stood out with his professionalism, punctuality, and overall good demeanor. Plus, my dogs appeared to love him so how much more of an endorsement do you need?

His crew completed our 2000sq ft house's new roof in just under 2 days. The crew did an excellent job, very professional and very transparent since we worked from home. The foreman kept us in the loop on the process and their cleanup was better than I could have imagined.

Highly recommend Classic Roofing to anyone!



Michael Harrington
Local Guide · 24 reviews · 4 photos

★★★★★ a month ago

Would recommend. Owen is very involved in the process and very communicative.



Sue Harry
1 review

★★★★★ 3 weeks ago **NEW**

Owen, the salesman, was very good. He was always in communication and answered all questions in a timely manner. Out of the 5 roofing companies we talked with, Owen was the one who was always keeping in touch with us. He is very personable and delivers!



Chris Lever
2 reviews

★★★★★ a week ago **NEW**

Positive: Professionalism, Punctuality, Quality, Responsiveness

Classic Roofing and Construction responded quickly to my request for service for repair of my roof due to wind damage. Owen came on site to evaluate the damage and prepare a quote. The materials were ordered and the work was carried out within a few weeks. Excellent service. I recommend Classic Roofing and Construction.



Rocco Iervasi
1 review

★★★★★ a week ago **NEW**

Positive: Professionalism, Quality, Responsiveness

Owen was very responsive and knowledgeable and I was very happy with the end result.



Cameron Aiken
5 reviews

★★★★★ a week ago **NEW**

Had a great experience with Owen! He was very kind and slow to listen to the issues we were having with our roof. In addition, we later sold the house and had to get a few things fixed from inspection that were not previously fixed, and we called Owen because he was our trusted.



Arthur Bellamy
2 reviews

★★★★★ a week ago **NEW**

Positive: Professionalism, Punctuality, Quality, Responsiveness, Value

I had the chance to have my roof replaced by Classic Roofing. The work done by this company was awesome! Owen Lauer was professional and always willing to answer my questions and get the the job done. He made this a great experience for me. I would request them to anyone who needs any type of work done on their home.



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areas we proudly serve

***Join our
thousands
of happy
clients
in 30
counties &
counting.***

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GAF Timberline HDZ
Pewter Gray + Tapered
Modified Bitumen Roof

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5V Galvalume Metal, Commercial

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION



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GAF Solar Shingle

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION



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Cedar Falls, GAF Timberline HDZ

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION



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Shakewood
- GAF Timberline HDZ



Modified Bitumen Roofing

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION



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GAF Timberline HDZ
Charcoal

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION





Standing Seam Metal + Modified Bitumen, Tapered

OWEN LAUER, PROJECT DEVELOPMENT MANAGER, CLASSIC ROOFING & CONSTRUCTION



ESTIMATE



Prepared For

Heritage Harbor Golf And Country Club
19502 Heritage Harbor Pkwy
Lutz, Florida 33558
(727) 777-2850

Mitchell Roof Systems, LLC

3015 Whispering Lane
Wesley Chaple, Fl 33543
Phone: (813) 312-2126
Email: tmitchell@mitchellroofsystems.com
Web: www.mitchellroofsystems.com

Estimate # 31
Date 09/07/2023
Business / Tax # LIC# CCC1329714

Description

Total

Asphalt Shingle Reroof Approx. 20 sq. (Guard Shack)	\$15,500.00
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1) Remove existing asphalt shingle, roof ventilation and flashings.

2) Inspect condition of roof sheathing and replace any rotted plywood. (6) 4' x 8' sheets of plywood roof sheathing replacement have been included in this proposal. Any additional wood replacement will be will be charged according to schedule listed below.

3) Re-nail all plywood roof sheathing per Florida Building Code using 8D ring shank nails.

4) Install peel and stick shingle underlayment in all roof valleys as a secondary water barrier. Install two layers of synthetic shingle underlayment over all exposed roof sheathing.

5) Install GAF Timberline HDZ dimensional shingles, all associated flashings and roof ventilation.

10 year material and labor warranty

*Wood replacement Schedule. 1"x 8" or 1"x 6" Decking \$5.00 per ft., 1" x 4" or 1"x 8" Fascia repair \$25.00 per ft. (painting not included), Structural wood repair 2" x 4" \$4.00 per ft.

2" x 6" \$6.00 per ft., ½" Plywood \$90.00 per sheet. All associated costs reflect materials and installation.

Subtotal	\$15,500.00
Total	\$15,500.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

Tony Mitchell

Heritage Harbor Golf And Country Club

EXHIBIT 14



Heritage Harbor CDD Field Operations Report

September 2023

Aquatics

Pond Management: The ponds are in decent shape considering the heat and lack of frequent rain events. There are minimal signs of invasive vegetation and subsurface algae that Steadfast is aggressively treating. The cooler temperatures will assist in keeping the algae at bay.





Heritage Harbor CDD Field Operations Report

Routine Maintenance

Bed Maintenance: The beds are in great shape with just a few weeds here and there. The ornamental grasses were cut back for the winter. The trees will begin to shed their leaves with the cooler temperatures so the crew will need to be mindful of the leaf drop.





Heritage Harbor CDD Field Operations Report

Landscape Maintenance

Mowing: The turf is showing signs of stress and insect damage in a few areas. Greenview is treating the influx of insects that are brought in with the higher temperatures.

No visible signs of broadleaf weeds or runners extending into the beds.

Hedge Lines: The hedge lines and shrubs are thriving with no visible signs of stress or insect damage.





Heritage Harbor CDD Field Operations Report

Landscape Maintenance (Continued)

Crepe Myrtles & Palms: The Crepe Myrtles will begin to shed their leaves in the next couple of weeks. The Palms are still holding a nice shape.

Summer Annual Rotation: The beds are bursting with color as the Coleus are loving life right now.





Heritage Harbor CDD Field Operations Report

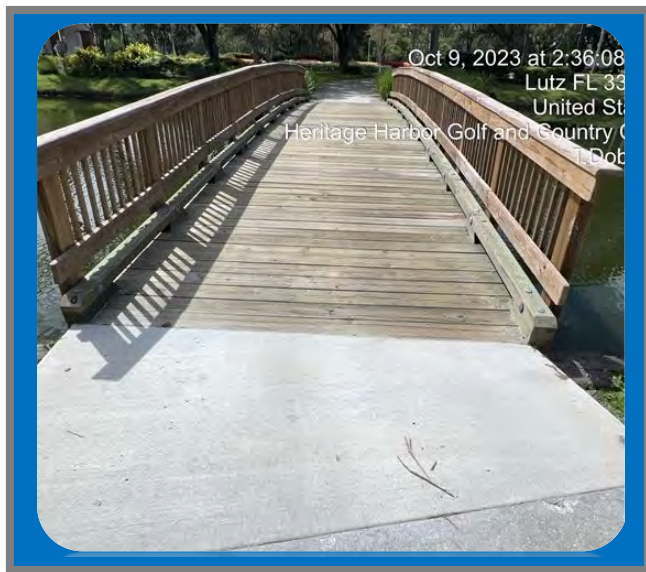
Observations

Driveway Maintenance: Romaner Graphics completed the much need driveway apron repair mid-month.

Common Area Fence: Romaner Graphics realigned the common area fence after the District received a code violation notification. Maintenance was unsuccessful with the repair, so the project was subbed out.

Hole 16 Bridge Repair: The retaining wall repair was completed along with a new transition from the bridge to the cart path.

Erosion Repair: Site Masters completed the final phase of the erosion repair on the pond behind the Pro Shop.





Heritage Harbor CDD District Manager Report

September 2023

August Recap

Audit:

Working with accounting to complete the audit. Answering questions pertaining to the field projects.

Chemical Building Ramp:

Hillsborough County is strongly recommending a concrete ramp to enter/exit the chemical building once the installation is complete. A proposal will be included in the agenda package for consideration.

Code Enforcement:

Addressed the chain link fence code violation between Heritage Harbor and Stonebrier. The Heritage Harbor Maintenance team was unable to align the fence, so the project was subbed out to Romaner Graphics.

Double Bogeys Kitchen/Main Dining Area AC Unit:

Pegasus Mechanical is in the process of coordinating with an HVAC engineer to design the buildout of the new system.

Golf Course Irrigation Well:

Functioning as designed with no issues to report.

Guard House Reroofing Project:

Mitchell Roof Systems LLC and Classic Roofing Construction submitted proposals to include a new roof and structural repairs for the Board's review during the September meeting. Tonja is in the process of reviewing the proposals.

Holiday Lighting Electrical Access:

The project is on hold with the HOA, so we have secured two proposals for review during the October meeting.

Reclaimed Water for the Golf Course:

U.S. Water submitted a proposal for the reclaimed meter design.

Site Visits:

9/5, 9/9, 9/11, 9/16, 9/18, 9/24, 9/28, 10/3, 10/7, 10/9.

