

***HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Regular Meeting

***Thursday
September 26, 2019
6:30 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

DPFG Management & Consulting, LLC

[X] 250 International Parkway, Suite 280
Lake Mary FL 32746
(321) 263-0132 Ext. 4205

[] 15310 Amberly Drive, Suite 175
Tampa, Florida 33647
(813) 374 -9105

September 19, 2019

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 **Thursday, September 26, 2019 at 6:30 p.m.** at the **Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, FL 33558.**

The 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.

The balance of the agenda is routine in nature. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Patricia Comings-Thibault

Patricia Comings-Thibault
District Manager

Cc: Attorney
Engineer
District Records

District: **HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, September 26, 2019

Time: 6:30 P.M.

Location: Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, Florida 33558

Dial –in Number: 712-775-7031
Guest Access Code: 109-516-380

Agenda

I. Roll Call

II. Audience Comments

III. Landscape & Pond Maintenance

- A. Greenview Landscape as Inspected by OLM – September 5, 2019 – 94% Exhibit 1

IV. Operations

- A. Golf Course Report *To be Distributed*
B. DPGF Operations Report – September 2019 Exhibit 2

V. Administrative

- A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held August 22, 2019 Exhibit 3
B. Consideration for Acceptance – The August 2019 Unaudited Financial Report Exhibit 4

VI. Business Matters

- A. Consideration of Greenview Landscaping Inc. Palm Tree Trimming Proposal - \$2,240.00 Exhibit 5
B. Consideration of Golf Coast Construction Maintenance Schedule and Proposal Exhibit 6

VI. Business Matters (continued)

- C. Consideration of Gatehouse Painting Proposals Exhibit 7
 - Jayman Enterprises - \$2,850.00
 - CertaPro Painters - \$850.00
- D. Consideration of Street Light Pressure Washing Proposals Exhibit 8
 - Jayman Enterprises - \$350.00
 - CertaPro Painters - \$560.00
- E. Consideration of Golf Course Cart Path Repair Proposal Exhibit 9
- F. Consideration of Illuminations Holiday Lighting Proposal – \$8,500.00 Exhibit 10

VII. Staff Reports

- A. District Manager
- B. District Attorney
- C. District Engineer

VIII. Supervisors Requests

IX. Audience Comments

X. Adjournment

EXHIBIT 1



HERITAGE HARBOR CDD

LANDSCAPE INSPECTION

September 5, 2019

ATTENDING:

LARRY RHUM – GREENVIEW LANDSCAPE

PAUL WOODS – OLM, INC.

SCORE: 94%

**NEXT INSPECTION
OCTOBER 3RD, 2019 AT 11:00 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

HARBOR TOWNE

1. Pro-Shop entrance: Remove the leaves in the mulch beds.
2. Behind the clubhouse: Stager prune the Bush Daisey to maintain a low compact form.
3. Back lawn area: Continue selective turf weed controls.
4. West end of the playground: With a pole saw, reduce the over hanging limbs.
5. Adjacent to the maintenance shop: Rejuvenate prune the Fountain Grass once the blooms are spent.
6. **At the entrance: Improve the vigor in the Confederate Jasmine. Top dress the bed with mulch. I also recommend applying animal repellent to reduce deer damage.**

PARKWAY

7. Monitor for any broken branches in the trees.
8. Remove the accumulation of sand, gravel, and debris along the curbs.
9. **Near the intersection of Harbor Lake: Control bed weeds in the Jasmine planting.**
10. Kings gate entrance: Continue to stager prune the Oleander to improve the plant density but making the plants more symmetrical.

ENTRANCE

11. Confirm irrigation coverage near the exit side seasonal color bed at the base of the Crape Myrtle.
12. Control crack weeds along the curb lines.

LUTZ LAKE FERN

13. Continue to detail down to the standing water along the frontage, as drying improve increase the mowable to the wood line.

COMMONS

14. Along the Harbor Lake / Fishermen Bend commons: Prune back the wood line overgrowth.
15. Proceed with turf fertility rounds.
16. Reduce the windfall in the Viburnum hedgerows.

CATEGORY III: IMPROVEMENTS – PRICING

1. At the gatehouse: Provide a price to install perennial flowering Blue Daze in the planters, eliminating the old Aztec Grass.

CATEGORY IV: NOTES TO OWNER

NONE

CATEGORY V: NOTES TO CONTRACTOR

NONE

PGW:kn

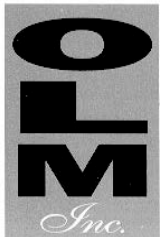
cc: Patricia Comings-Thibault patricia.comings-thibault@dpfg.com
Ray Lotito Raymond.Lotito@dpfg.com
Ray Leonard rleonard@greenacre.com
Larry Rhum debs@greenviewfl.com
records@dpfg.com

HERITAGE HARBOUR 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		
TURF INSECT/DISEASE CONTROL	10	3	Fire ant at pool and clubhouse
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10	3	Crack weed/ center island
PLANT INSECT/DISEASE CONTROL	10	3	Liriope fungus/Asiatic jasmine in enter median island
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: 9-5-19 Score: 94 Performance Payment™ % 100

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____

EXHIBIT 2

HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT



Operations Report – September 2019



ACCOMPLISHMENTS

- Maintenance Technician's Time Was Focused On The Following:
- CDD Maintenance Activities Including Gate House, Entrances Monuments, Fountains And Common Areas
 - Gatehouse
 - Gate repairs
 - Installed new lights on gate house to illuminate entry and exit
 - Pro-Shop and Clubhouse
 - Worked on exterior maintenance of building
 - Renovation of pro-shop restrooms
 - Resident Concerns and Completed Items
 - Conducted a site visit to 19322 Aqua Springs Ct. To. Met with Mr. Enrique "Rick" Galang to assess the reported Cypress tree root problem.
 - Completed the cutback at 19110 Harbor Cove Court
- HOA Maintenance Activities Include The Following:
 - Repair restaurant freezer floor
 - Replaced vents in Kitchen
 - HOA Pool Area
 - General Pool Area Maintenance
 - HOA Sports Area Maintenance
 - Tennis Courts
 - Daily Maintenance Of Tennis Courts
 - Repaired Tennis Gate and Nets
 - Added Clay As Necessary
 - Install Hours of Operation Signs
 - Pest And Weed Control Around Roller Hockey Rink And Playground

GATEHOUSE MAINTENANCE



Received Two Proposals to Paint the Trim At The Gatehouse To Match The Newly Installed Awnings

MAINTENANCE ITEM - HERITAGE HARBOR PARKWAY



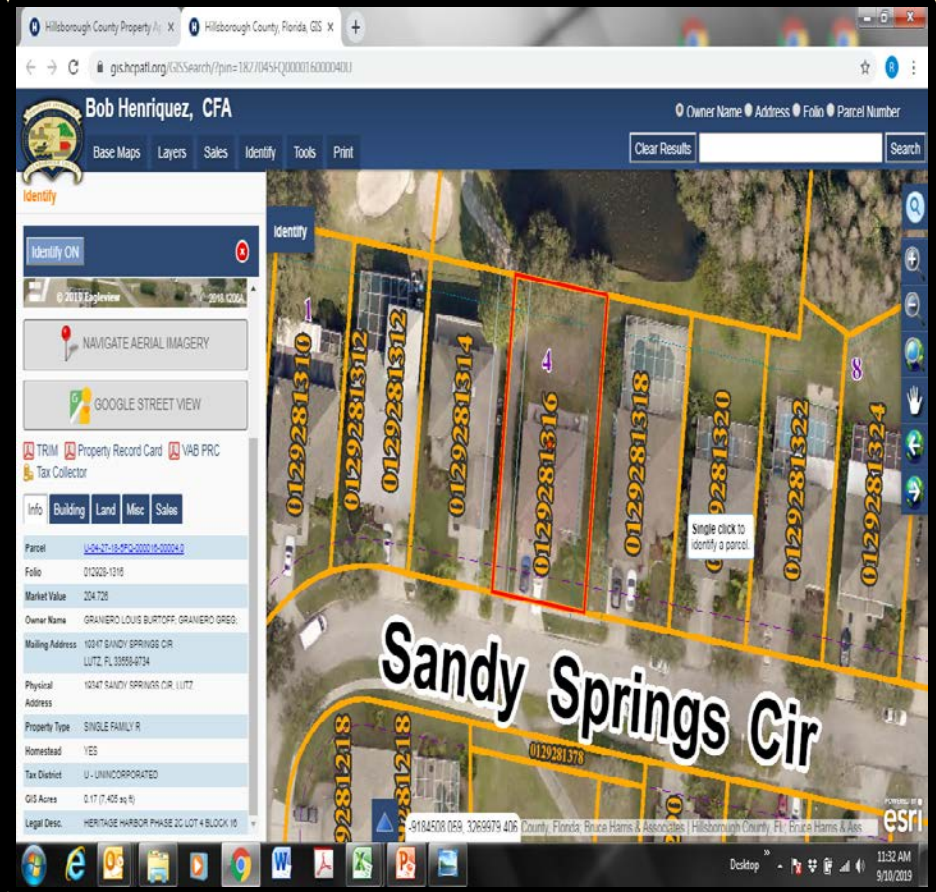
- Requested Two Proposals (Received one) Proposal for Pressure Washing of Lamp Posts along Heritage Harbor Parkway

MAINTENANCE ITEMS - GOLF COURSE



- **Golf Course Maintenance Staff Reports Restricted To Golf Course Due To Fence**

MAINTENANCE ITEM - GOLF COURSE



MAINTENANCE ITEMS - GOLF COURSE



**Received A Proposal from Greenview Landscaping for the Trimming of the
Palm Trees To Make Golf Course More Visually Appealing
Cart Path/ Sidewalk Needs To Have Lifted Sections Repaired**

MAINTENANCE ITEMS - GOLF COURSE



**Conducted An Analysis Of The Of The Cart Paths To Remove Tripping Hazards
Received A Proposal For The Removal Of The Severe Tripping Hazards**



SIDEWALK TRIP HAZARD REMOVAL

Price Proposal

HERITAGE HARBOR CDD



PRECISION SIDEWALK SAFETY CORP • SEPTEMBER 4, 2019
1202 SW 17th Street, Suite 201-122 • Ocala, FL 34471 • www.precisionsidewalksafety.com
Marny Donnelly • 877-799-6783 x 503

THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL

It is to be used only by the intended recipient and Precision Sidewalk Safety Corp in evaluating the project.
Any copying or unauthorized disclosure of this information is prohibited.



PREPARED FOR:

Heritage Harbor Community Development District • Lutz, FL

- Mr. Ray Lotito, District Manager
- Residents of Heritage Harbor

Precision Sidewalk Safety Corp (PSSC) uses proprietary and patented cutting technology to repair trip hazards created by changes in level on sidewalk panels. Our horizontal saw cut equipment and technique allow us to reach both ends of the sidewalk without damaging the adjacent slabs, retaining walls, sprinkler heads, landscaping, or anything else surrounding the walkway, resulting in a very high-quality repair. This unique approach has afforded Florida and South Carolina communities the ability to minimize liability and improve safety and aesthetics in their neighborhoods at more reasonable rates than conventional alternatives.

Site Review Summary

As requested, PSSC visited Heritage Harbor Community Development District to review the sidewalks at the Clubhouse and the cart paths around the golf course to identify trip and fall hazards that PSSC can repair. Prior to the review, PSSC met with Mr. Lotito to discuss what is important to the District and to understand specifications for this project. PSSC was directed to identify and price all changes in level from ¼" to 2" high at the Clubhouse and on the cart paths that our company can repair. The Americans with Disabilities Act (ADA) excerpts relevant to changes in level on walkways are included in Exhibit A.

Changes in level measuring ¼" – 2" in height at the Clubhouse and on the cart paths around the golf course were inventoried and a total of 680 hazards meeting the specifications were observed.

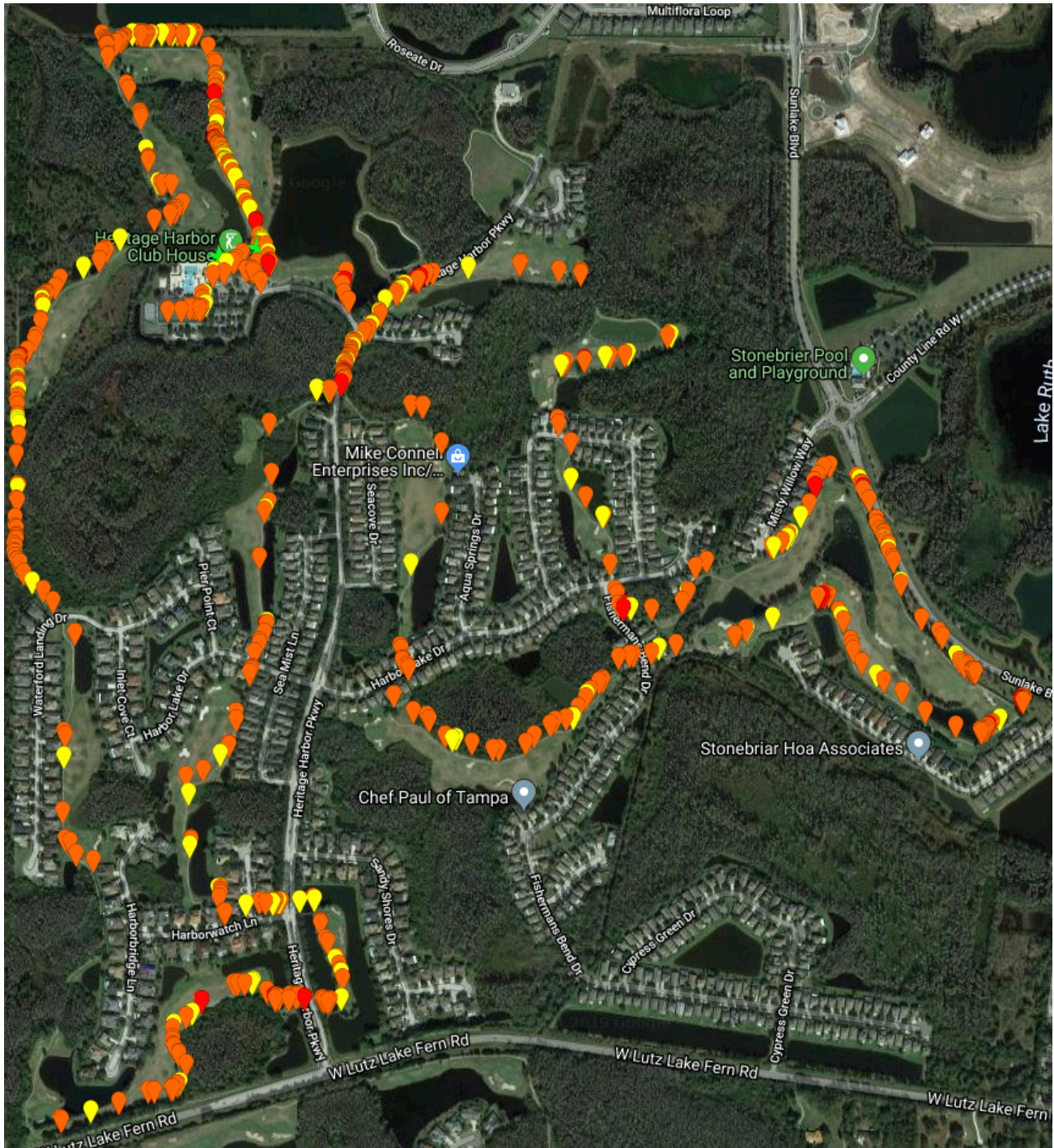
As directed by Mr. Lotito, hazards created by concrete surrounding storm drains intruding into the sidewalk right-of-way are **included** in this proposal (see Figure 4 in Photo Examples below).

This location is an ideal application for our precision concrete cutting repair method. The service will allow the Heritage Harbor CDD to mitigate risk and liability before an accident occurs, and to do it at a minimal cost. Our service includes a detailed, auditable report of every hazard repaired, so efforts to maintain safe sidewalks are well documented (see Repair Specifications section). This can be submitted to the insurance company, which will often provide lower rates or "credits" for communities with proactive programs in place to reduce liabilities.

When repair work is initiated, our experienced trip hazard removal specialists will precisely identify and record the exact quantity, measurements, and location of each hazard PSSC can repair. This more precise evaluation may result in quantities and measurements that vary slightly from this estimate, however the high end of the price range provided is a "not to exceed" estimate.



Site Review Area – Hazards Identified at the Clubhouse and on the Cart Paths at Heritage Harbor



The map in this proposal shows the approximate locations of trip hazards included in the scope of this proposal. The accuracy of this map is dependent on the technology available on smart phones and should be relied upon as approximations only. The **green star** represents hazards created by the concrete surrounding a storm drain intruding into the sidewalk right-of-way.

THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL





Methodology – Preparing This Estimate

1. PSSC conducts a census of hazards that we can repair on the property's sidewalks; the hazards are then grouped into 3 categories:

<u>CATEGORY</u>	<u>SPECIFICATION</u>
Least Severe	¼ inch
Severe	3/8 inch to 7/8 inch
Most Severe	1 inch to 2 inches

2. An estimate of the volume of concrete requiring removal for each category was prepared based on our experience data base.
3. A “not to exceed” bid was prepared based on the estimated volume of repairs.

Hazards above 2 inches in height are normally not included in PSSC estimates. Since most sidewalks are a total of 3.5 to 4 inches deep, municipal engineers recommend repairs up to 2 inches in height because removing more than that will reduce the structural integrity of the sidewalks if a vehicle or other heavy equipment drives over it. Sidewalks with hazards greater than 2 inches in height are recommended for alternative remediation by the property owner. Severely broken panels and panels hollowed out underneath also need to be alternatively remedied by the property owners. **Hazards greater than 2 inches in height (see Figure 5) and severely broken panels (see Figure 6) were observed during our review. Since PSSC does not provide demolition and replacement, these types of locations are EXCLUDED from this estimate.**

Before work commences, our on-site trip hazard removal specialists will assess all panels identified in this proposal to ensure changes in level can be repaired using our technique. If it is determined that any locations should be remedied in an alternative way instead of repaired using our horizontal saw cut method, PSSC will exclude those repairs from our service.

Some sidewalk panels have holes, missing pieces, or hairline cracks which do not result in changes of level. These types of sidewalk imperfections cannot be repaired utilizing our precision concrete cutting method and are also **excluded** from this estimate. In some cases where a crack exists on a stable panel, the concrete on one side will be raised higher, creating a trip hazard. PSSC will always repair this type of trip hazard unless directed otherwise, but the original crack in the panel will remain.





Our initial site review identified **680 hazards** ¼” – 2” in height at the Clubhouse and on the cart paths around the golf course (shown in Table 1 below).

TABLE 1: HERITAGE HARBOR CDD CLUBHOUSE AND CART PATHS 680 TRIP HAZARDS BY HEIGHT CATEGORIES				
LOCATION	LEAST SEVERE	SEVERE	MOST SEVERE	TOTAL
1 st Hole	8	20	3	31
2 nd Hole	4	9	1	14
3 rd Hole	4	11	2	17
4 th Hole	7	18	2	27
5 th Hole	6	39	3	48
6 th Hole	3	16	2	21
7 th Hole	2	13	0	15
8 th Hole	5	26	0	31
9 th Hole	1	14	2	17
10 th Hole	33	104	6	143
11 th Hole	2	19	0	21
12 th Hole	17	73	2	92
13 th Hole	1	8	0	9
14 th Hole	0	0	0	0
15 th Hole	7	46	4	57
16 th Hole	9	26	1	36
17 th Hole	5	18	2	25
18 th Hole	11	32	3	46
Clubhouse	5	24	1	30
	130	516	34	680
TOTAL				



Photo Examples

Figure 1



Example of a 1/4" "Least Severe" hazard at the Clubhouse. These are often the hazards that people catch their toe on, as they do not notice them.

Figure 2



Example of a 3/4" "Severe" hazard at the Clubhouse.



Figure 3



Example of a 1½"
"Most Severe" hazard
on the 10th Hole.

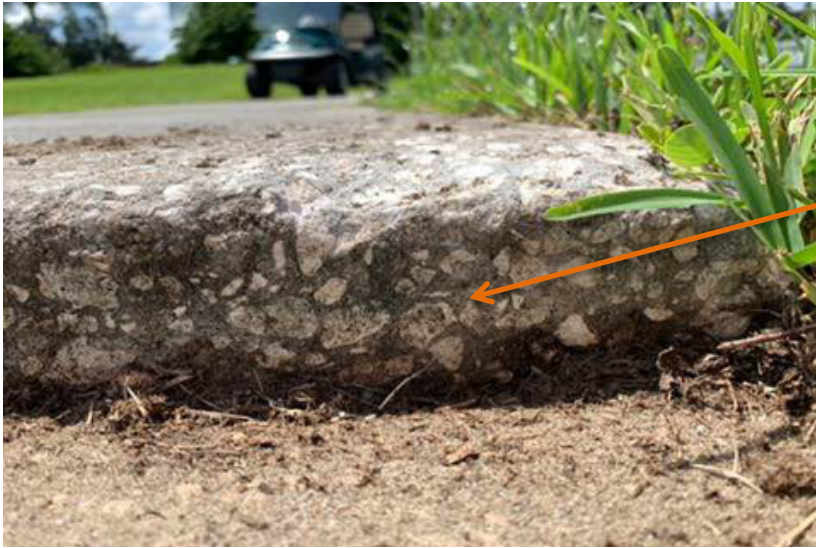
Figure 4



Example of a ¾" "Severe" hazard
created by the concrete surrounding
a storm drain intruding into the
sidewalk right-of-way at the
Clubhouse. As directed by the
community, these types of hazards
are **included** in this proposal.



Figure 5



Example of a hazard over 2" in height on the 16th Hole. Hazards such as this are **excluded** from this proposal.

Figure 6

Example of severely broken panels on the 15th Hole. Locations such as this are **excluded** from this proposal.



Pricing Summary

Table 2 below provides an estimated price range to repair the 680 hazards from ¼" – 2" identified in Table 1. Repairs will be made at the ADA-compliant 1:12 slope. Our technicians take exact measurements of every hazard when we perform our work, so the final price will be determined by the actual volume of concrete removed to achieve the 1:12 slope, however **the high end of the range estimated is a "not to exceed" price.**

Heritage Harbor CDD can select from the following two pricing options, depending upon when the signed authorization is returned to PSSC. **PSSC proposals are valid for 90 days**, but if the signed authorization to repair all 680 hazards is returned to PSSC within 45 days of the proposal date, PSSC will extend a discounted rate. If the community chooses to do only a portion of the work, this discount will not be applied. If the signed authorization is received after the 45 days but before the 90-day expiration, the standard price range will apply.

TABLE 2: PRICING FOR 680 HAZARDS ¼" - 2" HIGH AT HERITAGE HARBOR CDD	
	PRICE RANGE
Price if signed authorization is returned to PSSC by October 19, 2019	\$51,342 - \$54,937
Price if signed authorization is returned to PSSC by December 3, 2019	\$53,910 - \$57,684

Precision Sidewalk Safety estimates that the work can be completed in 6 - 7 days with the note that wet weather will delay our operations. We will re-route pedestrian traffic on small sections of sidewalk (10'-15') for periods that range from 3 minutes to 20 minutes while those sections are being repaired. No assistance will be required from the community however, we do require that a representative of the community review and accept the work (or request adjustments) prior to the crew's estimated departure. While the cart path restoration project is underway, we will:

- keep the sidewalks in service
- require no heavy equipment or traffic control
- remove all debris and recycle the concrete waste materials
- leave the proposed areas clean and trip hazard-free

Figure 7: Precision Sidewalk Safety Work Example



Savings Summary

Precision Sidewalk Safety provides a professional service to hundreds of municipalities and private communities throughout Florida and South Carolina. Based on data shared by many of these customers, the comparative analysis in Table 3 shows the differences between available methods for sidewalk trip hazard repair.

TABLE 3: REPAIR METHOD COMPARISON FOR HERITAGE HARBOR CDD			
METHOD	ADA COMPLIANT	TIME REQUIREMENT	POSSIBLE INCIDENTAL DAMAGES
Precision	Yes	6 - 7 Days	None
Grinding	No	34 - 36 Days	Adjacent sidewalk panels, landscaping, and sprinkler heads
Replacement	Yes	113 - 117 Days	Broken sidewalk panels from weight of trucks and damage to landscaping

Grinding

Although grinding is sometimes used for the removal of trip hazards in private communities, it is not an ideal method for sidewalk repair as the equipment is not specifically designed for this use. Grinding often leaves unpleasant pitting and grooves on the surface of the concrete. Because it is very inflexible equipment, these markings occur not only on the panels with hazards, but also on the sidewalk panels adjacent to those panels. In addition, a grinder often leaves a hazard in place where someone could still trip and fall, because operators are forced to choose from either damaging something adjacent to the affected panel (landscaping, sprinkler heads, etc.) or leaving the repair with upturned edges. This repair method literally scrapes and pulverizes the concrete surface to take off some of the height differential, but it cannot meet the specified ADA requirements for proper slope.

In addition, grinding causes considerable dust and mess. If the dust is managed with water, the property risks slurry and runoff into storm drains or local water. In most cases, grinding cannot be compared to the Precision method, since grinding cannot achieve like results. Still, in a comparison of the same number and size hazards, Precision Sidewalk Safety is comparable in cost. Figure 8 shows results from a typical grind.

Figure 8: Typical Results from a Grinder



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Demolition and Replacement

The conventional approach to fully eliminating trip hazard liability is to demolish and replace hazardous panels. Done correctly to ensure a zero point of differential between existing and new sections, this method meets ADA specifications, and is the most comparable alternative to the PSSC method. However, the number of hazards that can be repaired on a fixed budget is very limited. Demolition and replacement can also be very obtrusive to a property. Sidewalks are often closed for days and cars sometimes need to be moved. Incidental damages to landscaping can occur.

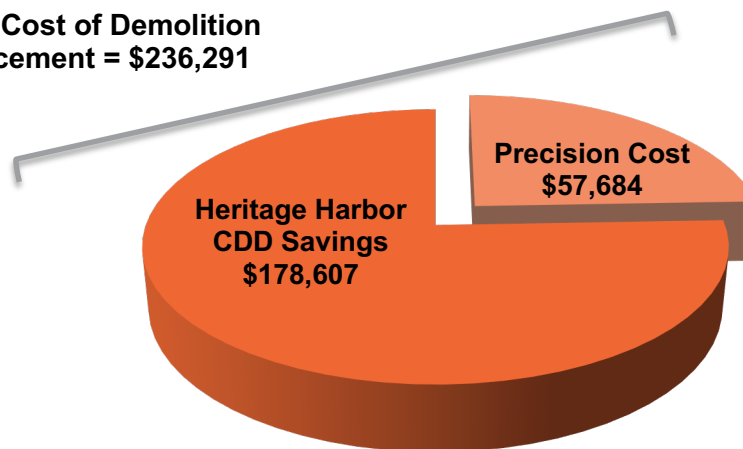
Based upon various panel sizes totaling approximately 24,235 square feet and an estimated replacement cost of roughly \$9.75 per square foot, we estimate the cost to demolish and replace panels is \$236,291. This takes into account:

- Cost of concrete
- Labor to break up and remove existing concrete
- Labor to pour, form, level, finish, float & cut control joints
- Fuel for multiple site visits to repair or break-up, remove, pour, remove forms, and restore adjacent items
- Equipment such as a backhoe, vehicle to transport backhoe, utility vehicle, and dump truck to remove debris
- Miscellaneous materials to prepare concrete

Based upon the “not to exceed” price to repair all PSSC-repairable hazards ¼” – 2” in height at the Clubhouse and on the cart paths around the golf course, the maximum cost for PSSC repairs is \$57,684, which is an **estimated savings of \$178,607 or 76%**, shown below. This comparison assumes that only one panel would be demolished and replaced which is usually not the case, since replacing slabs often requires a “run” of two to five slabs. The **actual cost** for demolition and replacement would likely be three times this amount.

COST SAVINGS COMPARED TO DEMOLITION AND REPLACEMENT

Estimated Cost of Demolition
and Replacement = \$236,291





Environment Savings:

As a member of several “green” building associations, Precision Sidewalk Safety tracks savings from the use of our service, which is a green building practice. We utilize a dust containment system to minimize dust and portable equipment that consumes minimal energy. The small sections of concrete we remove are recycled. By using Precision Sidewalk Safety instead of demolition and replacement, Heritage Harbor CDD would achieve the following environmental savings:

Natural Resources Saved:

- Approximately **545 tons** of waste concrete from removal and placement in landfills (est. **8,016 cubic feet** of concrete at an average weight of 132 lbs. per cubic foot)
- approximately same amount of materials and resources to replace the concrete that was removed

Fossil fuels saved: estimated **849 gallons**

- hauling equipment to and from the site to remove sidewalks
- operating backhoe equipment to break up and remove concrete
- round trip transportation of estimated **545 tons** of debris to the landfill
- round trip transportation of new materials to replace the removed sidewalks

Prevented release of Carbon Dioxide gas: estimated **7.5 Metric Tons**

Repair Specifications

Precision Sidewalk Safety will submit a summary itemizing each trip hazard repaired. This report will include the following, which serves as a detailed, auditable invoice for each repair:

- a. The physical location (address, light pole #, etc.) of each repair
- b. The specific hazard height - high side and low side measurement – in 8ths of an inch
- c. The total width of actual repair in inches
- d. The square footage of repaired panel

Debris from repaired areas will be collected and removed and a dust abatement system will be used during all repair operations. All resulting repairs will be flat and uniform with a coefficient of friction exceeding OSHA requirements for public walkways.

This proposal is based upon removing all hazards that PSSC can repair from ¼” - 2” in height at the Clubhouse and on the cart paths around the golf course using a 1:12 repair slope.

The following special conditions are included in this proposal for the hazards identified in Table 1:

- Only hazards at the Clubhouse and on the cart path around the golf course
- Panels which are intact, stable, and not cracked, fractured, or settled
- Panels with hairline, spider, or multiple cracks(s) which are otherwise “stable” and “intact”
- Panels with surface imperfections or missing/sunken partial sections that are 90% useable
- Secondary walkways, e.g. connecting primary walkway to building front, side, or rear entry at the Clubhouse
- Rear sidewalks not on primary street walkway
- Storm drain or similar sidewalk incursions when directly in sidewalk right-of-way





The following special conditions **are not** currently included in or relevant to this proposal:

- Over-sized driveway aprons which connect normal sidewalk(s) on one/both sides
- Panels that run through the driveway having the same width as the sidewalk
- Access ramps that transition sidewalk to crosswalk
- Repair to building foundation slab
- Repair to staircase slab or under building roofline
- Hazards on entry panels
- Panels with “fill” material such as asphalt or Quikrete; fill must be removed prior to PSSC repair completion. If the community chooses to have PSSC remove this fill, PSSC is not responsible for any imperfections already in the underlying concrete or any impact the fill material may have had on the underlying concrete sidewalk.
- Curbing that is perpendicular to flow of traffic at access ramps. Repairs on curbs will be made to the best slope that the width of the curb surface allows
- Hazards adjacent to brick pavers which are not grouted into place.
- Hazards located on painted concrete at the end of walkways with ADA detectable warning areas. The community will need to make arrangements to have the panels repainted since this is not a service provided by PSSC.
- Panels having utility boxes wholly, or partially intruding in sidewalk right-of-way
- Hazards greater than 2” or panels that are too broken for repair
- Hazards caused by parallel “side by side” panels poured to increase sidewalk width

Safety:

Precision Sidewalk Safety Corp has a perfect safety record; we use OSHA approved equipment, certify all employees who work directly in trip hazard repair, and have outstanding safety practices for both employees and the public who may be using the walkways we are repairing. We have worked in dense urban, high pedestrian traffic areas, as well as residential neighborhoods and historic districts to complete projects without incident. Our clients often receive unsolicited compliments for the work we have performed.

Insurance and Incorporation:

Precision Sidewalk Safety Corp is a corporation registered in the state of Florida. Proof of liability, workers compensation, and auto insurance will be provided as requested.

Protection Under U.S. Patent and Trademark Laws:

The work provided by Precision Sidewalk Safety reveals equipment and processes, which are protected under United States patent laws. It is the use of these patents that enables us to provide the best available trip hazard removal service to our clients. Due to the nature of our business and in lieu of the ability to receive competitive bids for like services, our company provides documentation and reference to the patents that have been issued to our corporate office. Precision Concrete Cutting of Utah and its affiliates, along with The United States Patent and Trademark Office, takes an active and exacting role to protect and enforce intellectual property rights.

U.S. Pat. No. 6,896,604

U.S. Pat. No. 6,827,074

U.S. Pat. No. 7,143,760

U.S. Pat. No. 7,402,095

U.S. Pat. No. 7,000,606

U.S. Pat. No. 7,201,644





About Precision Sidewalk Safety Corporation:

Wendy and Alan MacMurray, the founders of Precision Sidewalk Safety Corp, have over 50 years combined experience in customer management, service delivery and project implementation and have been respected executives for global Fortune 500 companies as well as start-up companies. They introduced the Precision technology to Florida in late 2006 and South Carolina in 2007 and they now support hundreds of customers. The company has used its unique, patented technique to make over 300,000 repairs on sidewalks in the two states, saving communities an estimated \$46 million on sidewalk repairs.



EXHIBIT A: Excerpts from ADA Guidelines

Federal Register / Vol. 56, No. 144 / Friday, July 26, 1991 / Rules and Regulations

Federal Regulations on Trip Hazard Removal

Part III

Department of Justice

Office of the Attorney General

28 CFR Part 36

Nondiscrimination on the Basis of Disability Public Accommodations and in Commercial Facilities; Final rule

4.5 Ground and Floor Surfaces

Excerpts from Federal Register

4.5.2 Changes in Level. Changes in level up to 1/4 in (6 mm) may be vertical and without edge treatment. Changes in level between 1/4 in and 1/2 in (6mm and 13mm) shall be beveled with a slope no greater than 1:2. Changes in level greater than 1/2 in (13 mm) shall be accomplished by means of a ramp that complies with 4.7 or 4.8.

4.7.2 Slope. Slopes of curb ramps shall comply with 4.8.2. Transitions from ramps to walks, gutters, or streets shall be flush and free of abrupt changes. Maximum slopes of adjoining gutters, road surface immediately adjacent to the curb ramp, or accessible route shall not exceed 1:20.

4.8.2 Slope and Rise. The least possible slope shall be used for any ramp. The maximum slope of a ramp in new construction shall be 1:12. The maximum rise for any run shall be 30 in (760 mm). Curb ramps and ramps to be constructed on existing sites or in existing building or facilities may have slopes and rises as allowed in 4.1.6(3)(a) if space limitations prohibit the use of a 1:12 slope or less.

3 – a – 1. A slope between 1:10 and 1:12 is allowed for a maximum rise of 6 inches.

3 – a – 1. A slope between 1:8 and 1:10 is allowed for a maximum rise of 3 inches. A slope steeper than 1:8 is not allowed.





AUTHORIZATION TO PROCEED • FAX TO 866-669-1175

>>ESTIMATE IS VALID FOR 90 DAYS FROM DATE OF ISSUE<<

SCOPE OF PROJECT	Repair of trip hazards ¼" – 2" at 1:12 slope in areas identified in Proposal FLP1274. Please circle the authorization date and corresponding price range in the cost box below.		
COMMUNITY	Heritage Harbor CDD		
COST	PRICE IF AUTHORIZATION IS RECEIVED BY OCTOBER 19, 2019 \$51,342 - \$54,937	PRICE IF AUTHORIZATION IS RECEIVED BY DECEMBER 3, 2019 \$53,910 - \$57,684	Date:

This proposal provides a price which will not be exceeded given the scope of work specified and is based on: 1) an estimated number of hazards we anticipate our technician(s) can repair and 2) the resulting amount of concrete material our technician(s) will remove to render repairs compliant with approved customer specifications. Your final inventory of repairs may vary from this estimate. PSSC repairs only those uneven sidewalks specifically requested by you, our customer, and therefore makes no guarantee that the property is free of uneven sidewalk hazards or other trip hazards. PSSC may not complete a repair(s) because; 1. a hazard's actual measurement at the time of repair exceeds approved customer specifications, and/or 2. in the crew leader's judgment, our repair attempt would cause further damage to the concrete slab or be insufficient to satisfactorily remove the existing hazard and/or mitigate its potential liability. Such excluded hazards, if any, will be left "as found" and will require customer's alternative remedy. After the project is completed, new trip hazards will occur or reoccur due to tree roots, water, settling, and other natural and man-made causes outside of PSSC's control. Upon completion of the project, PSSC is not liable for any related claims, losses, or damages. At least 30 minutes prior to the crew's scheduled departure, customer (or designee) agrees to have inspected and either accepted all repairs as completed or determined suitable adjustment(s) (if any) as may be required, such that the crew's departure will not be delayed. PSSC will not be held responsible for cracks or other defects in poured concrete that may exist due to materials or methods used by original installer.

The undersigned acknowledges the above explanation of our estimate of work as well as the exclusions set forth in this Proposal, that he/she is legally authorized to engage Precision Sidewalk Safety Corp to deliver designated work, has seen a sample – photo or actual – of the resulting repair, and agrees to notify or mediate affected property owners.

Initial below in the space provided if you authorize PSSC to INCLUDE the following repair types:

_____ Repair of hazards created by the concrete surrounding storm drains intruding into the sidewalk right-of-way.

APPROVED BY	NAME	
	SIGNATURE	
	TITLE	
	PHONE	ALT. PHONE
	EMAIL	
BILLING INFO	INVOICE TO NAME	
	ADDRESS	

Upon receipt of this signed acceptance of the details provided throughout this proposal, PSSC will schedule the requested repairs.
Every effort will be made to accommodate the requested start date.

THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL



EXHIBIT 3

MINUTES OF MEETING
HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development District was held on Thursday, August 22, 2019 at 6:30 p.m. at Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

FIRST ORDER OF BUSINESS – Roll Call

Mr. Penzer called the meeting to order and conducted roll call.

Present and constituting a quorum were:

David Penzer	Board Supervisor, Chairman
Russ Rossi (<i>via phone</i>)	Board Supervisor, Vice Chairman
Shelley Grandon	Board Supervisor, Assistant Secretary
Patrick Giambelluca	Board Supervisor, Assistant Secretary
Clint Swigart	Board Supervisors, Assistant Secretary

Also present were:

Patricia Thibault	District Manager, DPFG Management & Consulting LLC
Raymond Lotito	Field Manager, DPFG Management & Consulting LLC
Mark Straley	District Attorney, Straley Robin Vericker

The following is a summary of the discussions and actions taken at the August 22, 2019 Heritage Harbor CDD Board of Supervisors Regular Meeting.

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Landscape & Pond Maintenance

A. Exhibit 1: Greenview Landscape as Inspected by OLM – August 1, 2019 – 95%

➤ Landscape Scorecard

B. Aquatic Systems – August 6, 2019 Report

FOURTH ORDER OF BUSINESS – Operations

A. Exhibit 2: Golf Course Report

A District Championship will be held at the golf course.

B. Exhibit 3: DPFG Operations Report – August 2019

C. Consideration and Approval of Pole Barn for \$6,500.00

On a MOTION by Mr. Penzer, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved the deposit of \$975.00 for the construction of the Pole Barn, \$6,500.00, for the Heritage Harbor Community Development District.
--

FIFTH ORDER OF BUSINESS – Administrative

A. Exhibit 4: Consideration of the Regular Meeting Minutes – July 25, 2019

On a MOTION by Mr. Giambelluca, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved the Minutes of the Board of Supervisors Regular Meeting held on July 25, 2019 for the Heritage Harbor Community Development District.

B. Exhibit 5: Consideration of the July 2019 Unaudited Financial Statements

On a MOTION by Mr. Swigart, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board accepted the July 2019 Unaudited Financial Statement for the Heritage Harbor Community Development District.

SIXTH ORDER OF BUSINESS – Business Matters

A. Exhibit 6: Consideration of **Resolution 2019-05**, Designating Meeting Dates, Times, & Location

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board adopted Resolution **2019-05** Designating Meeting Dates, Times, & Location for the Heritage Harbor Community Development District.

B. Fiscal Year 2019-2020 Budget Public Hearing

➤ Open the Public Hearing

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the opening of the Fiscal Year 2019-2020 Budget Public Hearing to the public for the Heritage Harbor Community Development District.

➤ Exhibit 7: Presentation of FY 2019-2020 Budget

➤ Public Comment

There being none, next item followed.

➤ Close the Public Hearing

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board approved the closure of the Fiscal Year 2019-2020 Budget Public Hearing to the public for the Heritage Harbor Community Development District.

C. Exhibit 8: Consideration of **Resolution 2019-06**, Adopting the Fiscal Year 2019-2020 Budget

On a MOTION by Mr. Penzer, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board adopted Resolution **2019-06** for the Fiscal Year 2019-2020 Budget for the Heritage Harbor Community Development District.

D. Fiscal Year 2019-2020 Assessment Public Hearing

➤ Open the Public Hearing

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the opening of the Fiscal Year 2019-2020 Assessment Public Hearing to the public for the Heritage Harbor Community Development District.

➤ Public Comment

There being none, next item followed.

74 ➤ Close the Public Hearing

75 On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board
76 approved the closure of the Fiscal Year 2019-2020 Assessment Public Hearing to the public for the
77 Heritage Harbor Community Development District.

78 E. Exhibit 9: Consideration of **Resolution 2019-07**, Providing for the Collection & Enforcement of
79 Special Assessments for Fiscal Year 2019-2020

80 On a MOTION by Mr. Penzer, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board
81 adopted Resolution **2019-07** for the Fiscal Year 2019-2020 Providing for the Collection & Enforcement
82 of Special Assessments for the Heritage Harbor Community Development District.

83 F. Exhibit 10: Consideration of Envera Proposal

84 ➤ Envera Proposal Opt. 1 – LED Barrier Arm

85 ➤ Envera Proposal Opt. 2 – High Speed LED Barrier Arm

86 Note: Monthly Investment Total - \$3,890.00. No financial increase.

87 On a MOTION by Ms. Grandon, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the Board
88 approved the Envera Proposal for High Speed LED Barrier Arm for the Heritage Harbor Community
89 Development District.

90 G. Exhibit 11: Presentation of Prior Dog Park Proposal

91 Tabled until further notice.

92 H. Exhibit 12 : Consideration of Greenview Landscape Proposal

93 ➤ 19110 Harbor Cove Court – Conservation and Tree Cut back - \$600.00

94 On a MOTION by Ms. Grandon, SECONDED by Mr. Penzer, WITH ALL IN FAVOR, the Board
95 approved the Conservation and Tree Cut Back for \$600 at 19110 Harbor Cove Court for the Heritage
96 Harbor Community Development District.

97 I. Golf Course Irrigation System Status

98 **SEVENTH ORDER OF BUSINESS – Staff Reports**

99 A. District Manager

100 There being none, the next item followed.

101 B. District Attorney

102 There being none, the next item followed.

103 C. District Engineer

104 There being none, the next item followed.

105 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

106 A supervisor addressed that school bus stops are unsafe for school children due to speeding
107 vehicles. A new bus stop location has been requested. The previous bus stop had been at the
108 intersection of Heritage Harbor Parkway and Sandy Shores Drive. It has since been moved to the
109 intersection of Heritage Harbor Parkway and Harborwatch Lane.

110 The Board requested a cut back on administrative expenses. Electronic distributions of
111 photographs were suggested to decrease costs.

112 **NINTH ORDER OF BUSINESS – Audience Comments**

113 There being none, the next item followed.

114 **TENTH ORDER OF BUSINESS – Adjournment**

115 Mr. Penzer asked for final questions, comments, or corrections before adjourning the meeting.
116 There being none, Ms. Grandon made a motion to adjourn the meeting.

117 On a MOTION by Ms. Grandon, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board
118 adjourned the meeting for the Heritage Harbor Community Development District.

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

122

123 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
124 **meeting held on _____.**

125

Signature

Signature

126

Printed Name

Printed Name

127

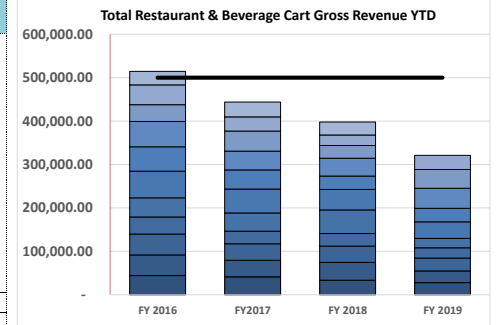
128 **Title:** ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 4

Financial Snapshot - General Funds				
Revenue: Net Assessments % Collected YTD				
	FY 2018 Actuals YTD	FY 2019 Actuals YTD	FY 2019 Budget YTD	
General Fund	100.4%	100.4%	100.0%	
Debt Service Fund	100.5%	100.4%	100.0%	
Expenditures: Amount Spent YTD				
	FY 2018 Actuals YTD	FY 2019 Actuals YTD	FY 2019 Budget YTD	
General Fund				
Administration	\$ 165,884	\$ 138,272	\$	140,667
Field	506,515	443,015		496,170
Total General Fund	\$ 672,399	\$ 581,286	\$	636,837
%			83%	
Cash and Investment Balances				
	Prior Year YTD		Current YTD	
Operating Accounts	\$ 429,897		\$ 492,642	

Financial Snapshot - Enterprise Fund - Restaurant				
Restaurant and Beverage Cart Gross Revenue				
	FY 2016	FY 2017	FY 2018	FY 2019
October	44,328.00	41,368.00	33,629.00	28,113.00
November	47,396.00	38,168.00	41,064.00	26,921.00
December	48,014.00	37,906.00	37,247.00	29,649.00
January	39,452.00	29,147.00	29,036.00	23,393.00
February	43,936.00	41,938.00	54,626.00	21,969.00
March	61,424.00	54,956.00	46,917.00	38,070.00
April	56,260.00	44,196.00	30,767.00	31,115.00
May	58,216.00	43,086.00	41,345.00	45,993.00
June	38,695.00	46,328.00	29,142.00	43,421.00
July	45,716.00	32,565.00	24,196.00	32,429.00
August	30,965.00	34,216.00	29,982.00	33,940.00
September	29,162.00	29,643.00	28,801.00	
Yearly Total	\$ 543,564	\$ 473,517	\$ 426,752	\$ 355,013



Financial Snapshot - Enterprise Fund - Golf Activity

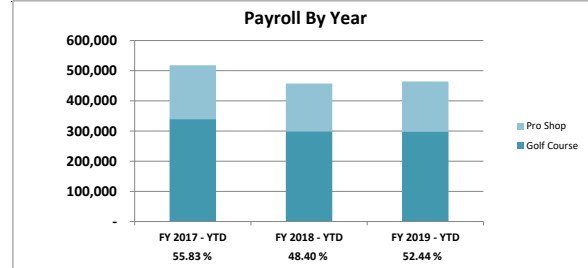
Gross Profit by Golf Activity	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course	\$ 910,762	\$ 892,468	\$ 870,803	\$ 852,443
Pro Shop	33,875	71,156	33,385	33,527
Cost of Goods Sold	(17,534)	(19,025)	(18,354)	(17,596)
Total Gross Profit	\$ 927,103	\$ 944,600	\$ 885,834	\$ 868,373

Expenses by Golf Activity	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course	\$ 527,371	\$ 477,932	\$ 496,608	\$ 512,585
Pro Shop	341,180	302,658	313,453	331,266
Total Expenses	\$ 868,551	\$ 780,590	\$ 810,061	\$ 843,851

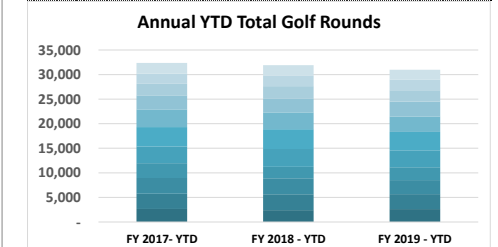
Net Income (Loss) by Golf Activity	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course	\$ 383,391	\$ 414,536	\$ 374,195	\$ 339,857
Pro Shop	(324,839)	(250,526)	(298,423)	(315,336)
Total Net Income (Loss) B4 Depreciation	\$ 58,552	\$ 164,010	\$ 75,772	\$ 24,522
Total Depreciation Expense	-	204,108	204,108	-
Total Net Income (Loss) After Depreciation	\$ 58,552	\$ (40,098)	\$ (128,336)	\$ 24,522

Debt Service	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Principal Payment	\$ (115,000)	\$ (10,000)	\$ (276,000)	\$ (270,000)
Interest Payment	(77,113)	(39,622)	(44,127)	(5,751)
Prepayment Call	-	(120,000)	-	-
Bond Refunding	-	(773,854)	-	-
Total Debt Service Payments	\$ (192,113)	\$ (943,476)	\$ (320,127)	\$ (275,751)

Payroll by Activity	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course				
Payroll- Hourly	\$ 277,343	\$ 238,451	\$ 244,119	\$ 252,083
FICA Taxes	42,361	28,818	30,127	40,333
Life and Health Insurance	19,888	31,801	23,748	26,033
Total Golf Course	339,592	299,070	297,994	318,450
Pro Shop				
Payroll- Hourly	142,881	126,898	136,224	136,583
FICA Taxes	21,833	15,738	16,577	21,853
Life and Health Insurance	13,337	15,522	13,699	15,583
Total Pro Shop	178,051	158,158	166,500	174,020
Total Payroll	\$ 517,643	\$ 457,227	\$ 464,494	\$ 492,470
% of Revenues	55.83%	48.40%	52.44%	56.71%



Actual Rounds of Golf by Month	FY 2017 - YTD	FY 2018 - YTD	FY 2019 - YTD
October	2,650	2,405	2,612
November	3,089	3,233	3,066
December	3,220	3,267	2,835
January	3,006	2,318	2,621
February	3,424	3,628	3,442
March	3,921	4,024	3,743
April	3,614	3,433	3,162
May	2,835	2,751	3,003
June	2,359	2,591	2,321
July	2,094	2,079	2,199
August	2,147	2,176	1,981
Total Rounds	32,359	31,905	30,985
Average Price per Round	\$ 28.10		



Heritage Harbor Community Development District

Financial Statements
(Unaudited)

Period Ending
8/31/2019

Heritage Harbor CDD
Balance Sheet
8/31/2019

	General	Golf Course &		Debt Series		Consolidated
	Fund	Pro Shop	Restaurant	2018	Construction	Total
<u>ASSETS:</u>						
CASH - HANCOCK OPERATING ACCOUNT	\$ 99,843	\$ -	\$ -	\$ -	\$ -	\$ 99,843
CASH - BU OPERATING ACCOUNT	15,936	-	-	-	-	15,936
CASH - HH OPERATING ACCOUNT	8,542	-	-	-	-	8,542
CASH - SUNTRUST	5,747	-	-	-	-	5,747
CASH - MONEY MARKET	362,574	-	-	-	-	362,574
CASH - HH ENTERPRISE ACCOUNT	-	144,897	-	-	-	144,897
CASH - FIFTH THIRD BANK	-	136,609	47,915	-	-	184,525
CASH ON HAND	-	600	-	-	-	600
INVESTMENTS:						
REVENUE FUND	-	-	-	43,467	-	43,467
RESERVE TRUST FUND	-	-	-	65,884	-	65,884
INTEREST FUND	-	-	-	-	-	-
CONSTRUCTION TRUST FUND	-	-	-	-	285,158	285,158
ACCOUNTS RECEIVABLE	7,331	133	110	-	-	7,575
DEPOSITS - UTILITIES	1,890	3,456	-	-	-	5,346
PREPAID	-	-	-	-	-	-
DUE FROM OTHER FUNDS	952	-	-	5	-	957
INVENTORY ASSETS:						
GOLF BALLS	-	6,991	-	-	-	6,991
GOLF CLUBS	-	198	-	-	-	198
GLOVES	-	3,614	-	-	-	3,614
HEADWEAR	-	1,847	-	-	-	1,847
LADIES WEAR	-	724	-	-	-	724
MENS WEAR	-	1,864	-	-	-	1,864
SHOES/SOCKS	-	52	-	-	-	52
MISCELLANEOUS	-	2,483	-	-	-	2,483
INVESTMENTS CD	-	21,489	-	-	-	21,489
TOTAL CURRENT ASSETS	502,815	324,957	48,026	109,357	285,158	1,270,312
<u>NONCURRENT ASSETS</u>						
LAND	-	1,204,598	-	-	-	1,204,598
INFRASTRUCTURE	-	6,011,912	-	-	-	6,011,912
ASSUM. DEPRECIATION-INFRASTRUCTURE	-	(5,659,797)	-	-	-	(5,659,797)
EQUIPMENT & FURNITURE	-	853,044	-	-	-	853,044
ACCUM. DEPRECIATION - EQUIP/FURNITURE	-	(853,044)	-	-	-	(853,044)
TOTAL NONCURRENT ASSETS	-	1,556,713	-	-	-	1,556,713
TOTAL ASSETS	\$ 502,815	\$ 1,881,670	\$ 48,026	\$ 109,357	\$ 285,158	\$ 2,827,025

Heritage Harbor CDD

Balance Sheet

8/31/2019

	General Fund	Golf Course & Pro Shop	Restaurant	Debt Series 2018	Construction	Consolidated Total
LIABILITIES:						
ACCOUNTS PAYABLE	\$ 16,414	\$ 9,923	\$ 4,496	\$ -	\$ 5,801	\$ 36,634
SALES TAX PAYABLE	-	3,877	455	-	-	4,332
DEFERRED REVENUE	-	-	-	-	-	-
GIFT CERTIFICATES	-	803	-	-	-	803
RESTAURANT DEPOSITS	-	-	19,500	-	-	19,500
DUE TO OTHER FUNDS	5	-	952	-	-	957
REVENUE BONDS PAYABLE-CURRENT	-	125,000	-	-	-	125,000
TOTAL CURRENT LIABILITIES	16,419	139,603	25,403	-	5,801	187,225
NONCURRENT LIABILITIES						
REVENUE BONDS PAYABLE - LT	-	760,000	-	-	-	760,000
TOTAL NONCURRENT LIABILITIES	-	760,000	-	-	-	760,000
TOTAL LIABILITIES	\$ 16,419	\$ 899,603	\$ 25,403	\$ -	\$ 5,801	\$ 947,225
FUND BALANCES:						
NON-SPENDABLE (DEPOSITS & PREPAID)	1,890	3,456	-	-	-	5,346
RESTRICTED FOR:						
DEBT SERVICE	-	-	-	109,357	-	109,357
1ST QUARTER OPERATING RESERVES	191,412	-	-	-	-	191,412
INTERNAL BALANCE	-	-	-	-	-	-
ASSIGNED:						
RESERVES - FOUNTAINS	10,176	-	-	-	-	10,176
RESERVES - GATE/ENTRY FEATURES	26,384	-	-	-	-	26,384
RESERVES - IRRIGATION SYSTEM	43,118	-	-	-	-	43,118
RESERVES - LAKE ENHANCEMENTS	30,527	-	-	-	-	30,527
RESERVES - LANDSCAPE	30,527	-	-	-	-	30,527
UNASSIGNED:	152,362	-	-	-	-	152,362
NET ASSETS						
INVESTED IN CAPITAL ASSETS	-	1,556,713	-	-	-	1,556,713
RESTRICTED FOR DEBT SERVICE	-	-	-	-	-	-
UNRESTRICTED/UNRESERVED	-	(578,102)	22,623	-	279,357	(276,122)
TOTAL LIABILITIES & FUND BALANCES/NET ASSETS	\$ 502,815	\$ 1,881,670	\$ 48,026	\$ 109,357	\$ 285,158	\$ 2,827,025

Heritage Harbor CDD
GENERAL FUND
Statement of Revenue, Expenses and Change in Fund Balance
PRELIMINARY
For the period from October 1, 2018 through August 31, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - ON-ROLL (Gross)	\$ 694,084	\$ 694,084	\$ 696,833	\$ 2,749
INTEREST	2,700	2,475	6,318	3,843
MISCELLANEOUS	-	-	1,041	1,041
TOTAL REVENUE	696,784	696,559	704,191	7,632
EXPENDITURES				
GENERAL ADMINISTRATION:				
SUPERVISORS' COMPENSATION	12,000	11,000	9,600	1,400
PAYROLL TAXES	1,609	1,475	879	596
PAYROLL SERVICE FEE	-	-	-	-
ENGINEERING SERVICES	9,000	8,250	4,525	3,725
LEGAL SERVICES	12,000	11,000	17,022	(6,022)
DISTRICT MANAGEMENT	65,348	59,779	56,844	2,935
ACCOUNTING SERVICES	-	-	-	-
AUDITING SERVICES	8,500	8,500	5,400	3,100
POSTAGE & FREIGHT	1,500	723	723	-
INSURANCE (Liability, Property and Casualty)	14,000	14,000	12,331	1,669
PRINTING & BINDING	2,200	2,017	-	2,017
LEGAL ADVERTISING	1,200	1,100	3,302	(2,202)
MISCELLANEOUS (BANK FEES, BROCHURES & MISC)	1,500	1,375	633	742
WEBSITE HOSTING & MANAGEMENT	985	903	2,438	(1,535)
OFFICE SUPPLIES	500	458	-	458
ANNUAL DISTRICT FILING FEE	175	175	200	(25)
ALLOCATION OF HOA SHARED EXPENDITURES	21,723	19,913	24,375	(4,462)
TOTAL GENERAL ADMINISTRATION	152,240	140,667	138,272	2,396
FIELD:				
PAYROLL - HOURLY	44,924	41,180	34,260	6,921
FICA TAXES & PAYROLL FEE	5,840	5,353	4,008	1,346
LIFE AND HEALTH INSURANCE	4,220	3,868	3,852	16
CONTRACT- GUARD SERVICES	82,000	75,167	72,445	2,722
CONTRACT-FOUNTAIN	1,680	1,540	1,540	-
CONTRACT-LANDSCAPE	136,800	135,800	135,800	-
CONTRACT-LAKE	41,736	38,258	38,258	-
CONTRACT-GATES	44,400	44,970	46,680	(1,710)
GATE - COMMUNICATIONS - TELEPHONE	2,160	1,980	3,096	(1,116)
UTILITY-GENERAL	75,000	68,750	62,138	6,612
R&M-GENERAL	9,500	8,708	4,037	4,671
R&M-GATE	3,500	3,208	610	2,598
R&M-OTHER LANDSCAPE	34,240	31,387	29,623	1,764
R&M-IRRIGATION	4,500	4,125	1,060	3,065
R&M-MITIGATION	2,000	1,833	-	1,833
R&M-TREES AND TRIMMING	7,500	6,875	1,075	5,800
R&M-PARKS & FACILITIES	1,000	917	-	917
MISC-HOLIDAY DÉCOR	8,500	8,500	3,260	5,240
MISC-CONTINGENCY	15,000	13,750	1,273	12,477
TOTAL FIELD	524,500	496,170	443,015	53,155
TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	676,740	636,837	581,286	55,551
OTHER FINANCING SOURCES AND (USES)				
RENEWAL & REPLACEMENT RESERVE				
RESERVE STUDY CONTRIBUTION	20,043	-	-	-
TOTAL RENEWAL & REPLACEMENT RESERVE	20,043	-	-	-
TOTAL EXPENDITURES	696,784	636,837	581,286	55,551
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	59,722	122,905	63,183
NET CHANGE IN FUND BALANCE	-	59,722	122,905	63,183
FUND BALANCE - BEGINNING	-	-	774,446	774,446
FUND BALANCE - LOAN FORGIVENESS	-	-	(410,954)	(410,954)
FUND BALANCE - ENDING	\$ -	\$ 59,722	\$ 486,397	\$ 426,675

Note: Interfund loan between General Fund and Enterprise Fund was cancelled and forgiven via Resolution 2019-02.

Heritage Harbor CDD
GOLF COURSE & PRO SHOP Enterprise Fund
Statement of Revenue, Expenses and Change in Fund Balance
For the period from October 1, 2018 through August 31, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
OPERATING REVENUE				
GOLF COURSE				
GREEN FEES	\$ 890,997	\$ 816,747	\$ 825,154	\$ 8,407
CLUB RENTALS	25	25	-	(25)
RANGE FEES	38,804	35,570	45,649	10,079
HANDICAPS	100	100	-	(100)
TOTAL GOLF COURSE REVENUE	929,926	852,443	870,803	18,361
PRO SHOP				
GOLF BALL SALES	22,800	20,900	20,192	(708)
GLOVE SALES	6,000	5,500	5,930	430
HEADWEAR SALES	3,775	3,460	2,956	(504)
LADIES WEAR SALES	-	-	235	235
MENS WEAR SALES	2,000	1,833	1,582	(251)
MISCELLANEOUS SALES	2,000	1,833	2,490	656
TOTAL PRO SHOP REVENUE	36,575	33,527	33,385	(143)
RENTAL	-	-	474	474
SALES DISCOUNT	-	-	-	-
TOTAL OPERATING REVENUE	966,501	885,970	904,662	18,692
COST OF GOODS SOLD				
COS-GOLF BALLS	12,136	11,125	11,906	781
COS-GLOVES	3,314	3,038	2,838	(199)
COS-HEADWEAR	1,880	1,723	1,276	(448)
COS-LADIES WEAR	-	-	110	110
COS-MENS WEAR	1,008	924	1,218	294
COS-MISCELLANEOUS	858	787	1,006	220
TOTAL COST OF GOODS SOLD	19,196	17,596	18,354	758
GROSS PROFIT	947,305	868,374	886,308	17,934
OPERATING EXPENSES				
GOLF COURSE				
PAYROLL-HOURLY	275,000	252,083	244,119	7,964
PAYROLL-INCENTIVE	500	500	500	-
FICA TAXES & ADMINISTRATIVE	44,000	40,333	30,127	10,206
LIFE AND HEALTH INSURANCE	28,400	26,033	23,748	2,285
WEB SITE DEVELOPMENT	-	-	-	-
ACCOUNTING SERVICES	4,890	4,483	3,630	853
CONTRACTS-SECURITY ALARMS	239	219	239	(20)
COMMUNICATION-TELEPHONE	2,364	2,167	2,026	141
POSTAGE & FREIGHT	200	183	-	183
ELECTRICITY-GENERAL	13,200	12,100	7,643	4,457
UTILITY-REFUSE REMOVAL	3,927	3,600	4,369	(769)
UTILITY-WATER & SEWER	6,600	6,050	5,828	222
RENTAL/LEASE-VEHICLE/EQUIP	39,311	37,176	37,196	(19)
LEASE-ICE MACHINES	1,500	1,500	1,375	125
INSURANCE-PROPERTY	16,353	16,353	22,161	(5,808)
R&M-BUILDING	500	458	-	458
R&M-EQUIPMENT	15,500	14,208	17,694	(3,485)
R&M-FERTILIZER	30,000	27,500	33,268	(5,768)
R&M-IRRIGATION	5,000	4,583	1,849	2,734
R&M-GOLF COURSE	5,025	4,606	17,758	(13,151)
R&M-PUMPS	2,760	2,530	9,903	(7,373)
MISC-PROPERTY TAXES	2,100	2,100	1,845	255
MISC-LICENSES & PERMITS	125	125	600	(475)
OP SUPPLIES- GENERAL	4,800	4,400	4,998	(598)
OP SUPPLIES-FUEL, OIL	15,500	14,208	14,220	(12)
OP SUPPLIES-CHEMICALS	30,571	28,023	4,318	23,705
OP SUPPLIES-HAND TOOLS	750	688	16	672
SUPPLIES-SAND	1,800	1,650	1,846	(196)
SUPPLIES-TOP DRESSING	2,400	2,200	2,175	25
SUPPLIES-SEEDS	2,000	1,833	2,406	(572)
ALLOCATIONS OF HOA SHARED EXPENDITURES	753	690	752	(62)
TOTAL GOLF COURSE	556,068	512,585	496,608	15,977

Heritage Harbor CDD
GOLF COURSE & PRO SHOP Enterprise Fund
Statement of Revenue, Expenses and Change in Fund Balance
For the period from October 1, 2018 through August 31, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
PRO SHOP:				
PAYROLL-HOURLY	149,000	136,583	136,224	359
FICA TAXES & ADMINISTRATIVE	23,840	21,853	16,577	5,276
LIFE AND HEALTH INSURANCE	17,000	15,583	13,699	1,884
ACCOUNTING SERVICES	4,890	4,483	3,630	853
CONTRACTS-SECURITY ALARMS	2,157	1,977	479	1,498
POSTAGE AND FREIGHT	250	229	-	229
ELECTRICITY-GENERAL	8,400	7,700	5,870	1,830
UTILITY-REFUSE REMOVAL	693	635	-	635
UTILITY-WATER & SEWER	2,500	2,292	-	2,292
LEASE-CARTS	70,560	70,680	70,919	(239)
INSURANCE-PROPERTY	9,298	9,298	10,510	(1,212)
R&M-GENERAL	3,000	2,750	-	2,750
R&M-AIR CONDITIONING	800	733	-	733
ADVERTISING	10,500	9,625	7,018	2,608
MISC-BANK CHARGES	22,000	20,167	20,286	(119)
MISC-CABLE TV EXPENSES	1,400	1,283	1,552	(269)
MISC-PROPERTY TAXES	5,500	5,500	4,340	1,160
MISC-HANDICAP FEES	500	458	501	(42)
OFFICE SUPPLIES	1,200	1,100	1,472	(372)
COMPUTER EXPENSE	1,000	917	2,467	(1,550)
OP SUPPLIES-GENERAL	1,000	917	2,087	(1,170)
SUPPLIES-SCORECARDS	1,500	1,375	693	682
CONTINGENCY	2,000	1,833	1,021	813
ALLOCATION OF HOA SHARED EXPENDITURES	14,503	13,294	14,110	(816)
TOTAL PRO SHOP	353,491	331,266	313,453	17,813
TOTAL DEPRECIATION EXPENSE	-	-	204,108	(204,108)
TOTAL OPERATING EXPENSE	909,559	843,851	1,014,169	(170,318)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	37,746	24,522	(127,862)	(152,384)
NONOPERATING EXPENSES:				
ARBITRAGE REBATE	300	300	650	(350)
DISSEMINATION AGENT	1,000	1,000	-	1,000
TRUSTEE	3,565	3,565	-	3,565
PRINCIPAL DEBT RETIREMENT	130,000	130,000	-	130,000
INTEREST EXPENSE	53,475	53,475	-	53,475
DEBT SERVICE TOTAL	188,340	188,340	650	187,690
TOTAL EXPENSES	1,097,899	1,032,191	1,014,819	17,372
NONOPERATING REVENUES				
INTEREST AND DIVIDEND REVENUE	300	275	22	(253)
SALES TAX DISCOUNT	-	-	90	90
MISC REVENUES	-	-	593	593
GAIN ON SALE OF EQUIPMENT	-	-	3,350	3,350
INTERFUND TRANSFER IN	183,475	183,475	-	(183,475)
TOTAL OTHER FINANCING SOURCES (USES)	183,775	183,750	4,055	(179,695)
CHANGE IN NET POSITION	33,181	19,932	(124,457)	(144,389)
NET ASSETS - BEGINNING	-	-	695,570	695,570
NET ASSETS DECREASE - LOAN FORGIVENESS	-	-	410,954	410,954
NET ASSETS- ENDING	\$ 33,181	\$ 19,932	\$ 982,068	\$ 962,135

Note: Interfund loan between General Fund and Enterprise Fund was cancelled and forgiven via Resolution 2019-02.

Heritage Harbor CDD
RESTAURANT - Enterprise Fund
Statement of Revenue, Expenses and Change in Fund Balance
For the period from October 1, 2018 through August 31, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
OPERATING REVENUE				
RESTAURANT				
RENTS OR ROYALTIES	78,000	71,500	71,500	-
TOTAL RESTAURANT	78,000	71,500	71,500	-
TOTAL OPERATING REVENUE	78,000	71,500	71,500	-
OPERATING EXPENSES				
RESTAURANT:				
PAYROLL-HOURLY	11,231	10,295	7,853	2,442
FICA, TAXES & PAYROLL FEES	1,460	1,338	976	363
LIFE AND HEALTH INSURANCE	1,055	967	779	188
WEB SITE DEVELOPMENT	-	-	-	-
ACCOUNTING SERVICES	-	-	2,750	(2,750)
CONTRACTS-JANITORIAL SERVICES	5,255	4,817	4,331	486
CONTRACTS-SECURITY ALARMS	757	694	-	694
COMMUNICATION-TELEPHONE	3,843	3,523	2,768	754
ELECTRICITY-GENERAL	5,890	5,399	5,310	89
UTILITY-REFUSE REMOVAL	5,067	4,645	4,545	99
UTILITY-WATER & SEWER	2,273	2,084	1,201	883
LEASE-COPIER	377	346	387	(42)
LEASE-DISHWASHER	1,080	990	1,482	(492)
INSURANCE-PROPERTY	9,859	9,859	-	9,859
R&M-AIR CONDITIONING	451	413	2,240	(1,826)
R&M-BUILDING	2,000	1,833	3,841	(2,008)
R&M-PEST CONTROL	691	633	972	(339)
MISC-PROPERTY TAXES	2,000	2,000	-	2,000
MISC-CABLE MUSIC	313	287	189	98
MISC - INTERNET	165	151	183	(32)
OFFICE SUPPLIES	35	32	217	(185)
JANITORIAL SUPPLIES	2,026	1,857	1,894	(36)
COMPUTER EXPENSE	2,000	1,833	-	1,833
RESERVE	7,476	6,853	6,167	686
MISCELLANEOUS	-	-	3,287	(3,287)
TOTAL RESTAURANT	65,304	60,850	51,371	9,477
TOTAL OPERATING EXPENSE	65,304	60,850	51,371	9,477
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.	12,696	10,650	20,129	9,477
NET CHANGE IN ASSETS	12,696	10,650	20,129	9,477
NET ASSETS - BEGINNING	-	-	2,495	2,495
NET ASSETS- ENDING	\$ 12,696	\$ 10,650	\$ 22,624	\$ 11,972

HERITAGE HARBOR CDD
DEBT SERVICE 2008 (REFUNDED)
STATEMENT OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE
For the period from October 1, 2018 through August 31, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - ON-ROLL (NET)	\$ 275,751	\$ 275,751	\$ -	\$ (275,751)
TOTAL REVENUE	<u>275,751</u>	<u>275,751</u>	<u>-</u>	<u>(275,751)</u>
EXPENDITURES				
DEBT SERVICE OBLIGATION	275,751	275,751	-	275,751
TOTAL EXPENDITURES	<u>275,751</u>	<u>275,751</u>	<u>-</u>	<u>275,751</u>
OTHER FINANCING SOURCES (USES)				
TRANSFER -IN	-	-	-	-
TRANSFER-OUT	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	-	-
FUND BALANCE - BEGINNING	-	-	97,859	97,859
FUND BALANCE FORWARD	-	-		
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 97,859</u>	<u>\$ 97,859</u>

HERITAGE HARBOR CDD
DEBT SERVICE 2018
STATEMENT OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE
For the period from October 1, 2018 through August 31, 2019

	ACTUAL YEAR-TO-DATE
REVENUE	
SPECIAL ASSESSMENTS - ON-ROLL (NET)	\$ 330,728
INTEREST--INVESTMENT	3,297
MISCELLANEOUS REVENUE	-
TOTAL REVENUE	334,025
EXPENDITURES	
COST OF ISSUANCE	2,400
INTEREST EXPENSE (NOV 2018)	44,127
PRINCIPAL EXPENSE	276,000
TOTAL EXPENDITURES	322,527
OTHER FINANCING SOURCES (USES)	
TRANSFER -IN	-
TRANSFER-OUT	-
TOTAL OTHER FINANCING SOURCES (USES)	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	11,497
FUND BALANCE - BEGINNING	97,859
FUND BALANCE FORWARD	-
FUND BALANCE - ENDING	\$ 109,356

Heritage Harbor CDD
CONSTRUCTION FUND

Statement of Revenue, Expenses and Change in Fund Balance
For the period from October 1, 2018 through August 31, 2019

	CONSTRUCTION ACTUAL YTD
REVENUE	
INTEREST REVENUE	\$ 6,990
MISCELLANEOUS	-
TOTAL REVENUE	6,990
 EXPENDITURES	
CONSTRUCTION IN PROGRESS	228,402
TOTAL EXPENDITURES	228,402
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 (221,412)
 OTHER FINANCING SOURCES (USES)	
BOND PROCEEDS	-
TRANSFER-IN	-
TRANSFER-OUT	-
TOTAL OTHER FINANCING SOURCES (USES)	-
 NET CHANGE IN FUND BALANCE	 (221,412)
 FUND BALANCE - BEGINNING	 500,769
 FUND BALANCE - ENDING	 \$ 279,357

HERITAGE HARBOR CDD
Community Development District
Operating Accounts Reconciliations
8/31/2019

	<u>GENERAL FUND</u>		<u>ENTERPRISE FUND</u>	
	<u>HARBOR</u>	<u>Bank United</u>	<u>HARBOR</u>	<u>FIFTH THIRD BANK</u>
	<u>COMMUNITY BANK</u>		<u>COMMUNITY BANK</u>	
Balance Per Bank Statement	\$ 8,541.94	\$ 21,900.19	\$ 144,896.99	\$ 179,680.12
Less: Outstanding Checks	-	(5,964.59)	-	(1,463.77)
Plus: Deposits In Transit	-	-	-	6,308.27
<i>Adjusted Bank Balance</i>	<u>\$ 8,541.94</u>	<u>\$ 15,935.60</u>	<u>\$ 144,896.99</u>	<u>\$ 184,524.62</u>

Beginning Bank Balance Per Books	\$ 8,541.94	\$ 46,746.03	\$ 144,896.99	\$ 214,294.99
Cash Receipts & Credits	-	33,022.07	-	63,727.64
Cash Disbursements	-	(63,832.50)	-	(93,498.01)
<i>Balance Per Books</i>	<u>\$ 8,541.94</u>	<u>\$ 15,935.60</u>	<u>\$ 144,896.99</u>	<u>\$ 184,524.62</u>

EXHIBIT 5

GREENVIEW LANDSCAPING INC.

P.O. BOX 12668

ST. PETERSBURG, FL 33733

CELL: 727-804-8864

OFFICE: 727-906-8864

FAX: 727-867-4393

EMAIL: DEBS@GREENVIEWFL.COM

TO: HERITAGE HARBOR CDD

ATTN: RAY LOTITO

DATE: August 30, 2019

RE: PALM TREE TRIMMING THAT ARE LOCATED ON THE GOLF COURSE

HOLE LOCATION 1:	7 along the roadside.	COST: \$280.00.
	6 near the green.	COST: \$240.00.
HOLE LOCATION 15:	27 are on the course.	COST: \$1080.00.
	2 at the rest room.	COST: \$60.00.
HOLE LOCATION 16:	12 along the cart path.	COST: \$480.00.
	2 north side of the green.	COST: \$100.00.
TOTAL COST:		\$2240.00.

EXHIBIT 6



Heritage Harbor Golf & Country Club
19502 Heritage Harbor Parkway
Lutz, FL 33558

February 21, 2019
REV: August 6, 2019

Attn: Ray Lotito

MAINTENANCE SCHEDULE AND PROPOSAL

Scope: Complete repairs and maintenance of bridges and abutment walls as described per location below. Pricing includes labor, materials, equipment, and insurance.

Locations are numbered by order of priority needed:

1) Hole #1 – #2

10' x 130' Timber Bridge

- a) Remove existing decking and curb, dispose of offsite.
- b) Replace decking and curb with new 3" x 8" decking, and 4" x 6" curbs on 4" x 6" blocking.
- c) Remove and replace abutment wall caps.
- d) All timbers to be pressure treated #1 grade .60 CCA Southern Yellow Pine lumber.
- e) Hardware to be 5/16" x 5" exterior construction lags for deck fastening and any framing repairs.
- f) Curb shall be fastened to decking with 3/4" galvanized bolts, nuts and washers.

Subtotal: \$29,150.

- Remove and Replace Abutment Wall Cap: \$940. Or \$7.25 per linear foot

Total Cost for #1 – #2 Bridge: \$30,090. Or \$224.50 per LF (abutment wall cap separate)

2 & 3) Hole #16 North & South

(2) 50' x 10' Timber Bridges

- a) Remove existing decking, rail, and curb, dispose of offsite.
- b) Replace decking and curb with new 3" x 8" decking, and 4" x 6" curbs on 4" x 6" blocking on curbed sections; and 2" x 6" bottom with 2" x 4" top horizontal rails, 2" x 6" rail caps, and 2" x 2" pickets on pedestrian height rails sections fastened with stainless steel screws.
- c) All timbers to be pressure treated #1 grade .60 CCA Southern Yellow Pine lumber.
- d) Hardware to be 5/16" x 5" exterior construction lags for deck fastening and any framing repairs.
- e) Curb shall be fastened to decking with 3/4" galvanized bolts, nuts and washers.

Total Cost for #16 North & South Bridges: \$18,270. Per Bridge*, or \$365 per linear foot

4) Hole #13 – #14

266' x 8' Timber Bridge

- a) Remove existing decking, and curb, dispose of offsite.
- b) Replace decking and curb with new 3" x 8" decking, and 4" x 6" curbs on 4" x 6" blocking.
- c) All timbers to be pressure treated #1 grade .60 CCA Southern Yellow Pine lumber.
- d) Hardware to be 5/16" x 5" exterior construction lags for deck fastening and any framing repairs.
- e) Curb shall be fastened to decking with 3/4" galvanized bolts, nuts and washers.

Total Cost for #13 – #14 Bridge: \$59,650. Or \$224.50 per linear foot

*All Bridges will be sealed with a Thompson's Clear Water Proofer/Protectant within 2 weeks of completion.



MAINTENANCE SCHEDULE AND PROPOSAL Cont'd

5) Hole #11 – #12

20' x 10' Timber Bridge

- f) Remove existing decking, and curb, dispose of offsite.
- g) Replace decking and curb with new 3" x 8" decking, and 4" x 6" curbs on 4" x 6" blocking.
- h) All timbers to be pressure treated #1 grade .60 CCA Southern Yellow Pine lumber.
- i) Hardware to be 5/16" x 5" exterior construction lags for deck fastening and any framing repairs.
- j) Curb shall be fastened to decking with 3/4" galvanized bolts, nuts and washers.

Total Cost for #11 – #12 Bridge: \$6,532. Or \$326.50 per linear foot

(*unless done concurrently with any of the other bridges, in which case price reduced to \$6,000.)

ADDITIONAL NOTES/COMMENTS

Potential Additional Costs: Should any rotten 3" x 12" stringers or pile caps be uncovered during demolition of any of the bridges, damaged pile caps and/or stringers shall be replaced at a cost of \$125. per board.

Sealing: All Bridges will be sealed with a Thompson's Clear Water Proofer/Protectant within 2 weeks of completion (included in costs listed by each item).



Respectfully submitted,

A handwritten signature in blue ink that reads "Whitney Boger".

Whitney Boger
Golf Coast Construction, LLC

PO Box 357 • Lutz, Florida 33548 • Tel: (813) 949-2625 • Fax: (813) 949-9654

Email: brad@golfcoastconstruction.com or whitneygcc@gmail.com

EXHIBIT 7

Jayman Enterprises, LLC

1020 HILL FLOWER DR
Brooksville, FL 34604

Phone # (813)333-3008 jaymanenterprises@live.com
www.jaymanenterprises.com

Estimate

Date	Estimate #
9/5/2019	507

Name / Address
Heritage Harbor 15310 Amberly Dr Tampa, Fl. 33647

			Project
Description	Qty	Rate	Total
Paint all Dark Trim around the gatehouse to match closely the new awnings. The trim will need to be primed since going from a darker color to a lighter color. If not primed the color will not cover properly. Using the new color Pacific blue (provide by management) to paint the primed trim and dark blue color around the gatehouse. Using a Sherwin Williams exterior semi gloss finish. Price includes all labor and materials.		2,850.00	2,850.00
Client Signature		Total	\$2,850.00



Independent Franchise Owner:
 Terry Beamer
 9266 Lazy Ln.
 Tampa, FL, 33614
 813-936-9242
 Fax: 813 936-9172
 1-800-462-3782
 License #: PA2508

Job #: **TB87FF01622**
 Date: **09/09/2019**

Full Workers Compensation Coverage/\$2,000,000 General Liability Insurance

DPFG Management & Consulting,
 LLC (Heritage Harbor Gate House
 Trim)
 Raymond Lotito (SB)
 Heritage Harbor CDD
 Lutz*, FL 33558
 Phone: 813-418-7473
 Cell: 813-220-6089
 Email: raymond.lotito@dpfg.com

Special Notes:
 Repainting Blue Trim Onlu on the Gatehouse

GENERAL DESCRIPTION: Painting to: Blue Trim Only

QUESTIONABLE AREAS

Include

Trim

Exclude

PREPARATION

Washing: To remove dirt, mildew and loose paint so the new finish coat will adhere properly.
 Caulking: To fill all cracks and gaps around windows and doors, wood work to seal out moisture and drafts. Stair step cracks.
 Scraping: Scrape all loose and peeling paint to ensure a firm base for the new paint.
 Masonry: Repair to all cracks, gaps and holes with elastomeric caulking or masonry patch as required.

PRIMING	Surface Type/Area	Primer	Purpose
Wood:	Spot prime where bare	Alkyd	To seal bare surface so new paint will bond properly.
Metal:	Spot prime where bare	Latex	to prevent further damage and make new paint stick.
Masonry:	Loxon sealer/primer	Latex	For proper top coat adhesion
Conditioner:	Loxon sealer/primer to all masonry surfaces	Latex	For proper top coat adhesion,



FINISH COATS

Surface Area	Manufacture/Paint Type	# Coats	Color
-	Sherwin Williams Resilience Satin	1 Sealer/Primer 1 Paint	SAME COLOR
Clean Up: Daily and upon completion.			

All Labor, Paint, Materials:	\$850.00
TOTAL	\$850.00

Signature of Authorized Franchise Representative: _____ Date: _____

Payment is due: **In Full upon Job Completion**
 (I/WE HAVE READ THE TERMS STATED HEREIN, THEY HAVE EXPLAINED TO (ME/US) AND (I/WE) FIND THEM TO BE SATISFACTORY, AND HEREBY ACCEPT THEM.

(I/WE) HAVE EXAMINED THE JOB STATED HEREIN, THEY HAVE SHOWN TO (ME/US) AND (I/WE) FIND THE JOB TO BE SATISFACTORY, AND HEREBY ACCEPT THE JOB AS COMPLETE.

SIGNATURE	Date	SIGNATURE	Date
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EXHIBIT 8

Jayman Enterprises, LLC

1020 HILL FLOWER DR
Brooksville, FL 34604


Phone # (813)333-3008 jaymanenterprises@live.com
www.jaymanenterprises.com

Estimate

Date	Estimate #
9/5/2019	506

Name / Address
Heritage Harbor 15310 Amberly Dr Tampa, Fl. 33647

			Project
Description	Qty	Rate	Total
Pressure wash exterior portion of the white light poles at the entrance along heritage harbor parkway, East Side.	7	25.00	175.00
Pressure wash exterior portion of the white light poles at the entrance along heritage harbor parkway, West Side.	7	25.00	175.00
Client Signature		Total	\$350.00

 EXTERIOR PROPOSAL	Independent Franchise Owner: Terry Beamer 9266 Lazy Ln. Tampa, FL, 33614 813-936-9242 Fax: 813 936-9172 1-800-462-3782 License #: PA2508	Job #: TB09D401641 Date: 09/18/2019
	<i>Full Workers Compensation Coverage/\$2,000,000 General Liability Insurance</i>	

DPGF Management & Consulting, LLC (Heritage Harbor Light Poles) Raymond Lotito (SB) Heritage Harbor CDD Lutz*, FL 33558 Phone: 813-418-7473 Cell: 813-220-6089 Email: raymond.lotito@dpfg.com	Special Notes: 7 Poles East Side Of Heritage Harbor Parkway 7 Poles West Side Of Heritage Harbor Parkway PRESSURE WASHING ONLY
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GENERAL DESCRIPTION: Painting to: Pressure Washing Only

QUESTIONABLE AREAS

Include 14 Poles PRESSURE WASHING ONLY	Exclude
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PREPARATION

Washing: To remove dirt, mildew and loose paint so the new finish coat will adhere properly.
 Scraping: Scrape all loose and peeling paint to ensure a firm base for the new paint.

PRIMING	Surface Type/Area	Primer	Purpose
Clean Up:	Daily and upon completion.		

All Labor, Paint, Materials:	\$560.00
TOTAL	\$560.00

Signature of Authorized Franchise Representative: _____ Date: _____

Payment is due: **In Full upon Job Completion**
 (I/WE HAVE READ THE TERMS STATED HEREIN, THEY HAVE EXPLAINED TO (ME/US) AND (I/WE) FIND THEM TO BE SATISFACTORY, AND HEREBY ACCEPT THEM.

(I/WE) HAVE EXAMINED THE JOB STATED HEREIN, THEY HAVE SHOWN TO (ME/US) AND (I/WE) FIND THE JOB TO BE SATISFACTORY, AND HEREBY ACCEPT THE JOB AS COMPLETE.

SIGNATURE	Date	SIGNATURE	Date
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EXHIBIT 9



SIDEWALK TRIP HAZARD REMOVAL

Survey Estimate and Price Proposal

September 10, 2019

Heritage Harbor Community Development District • Lutz, FL

- Mr. Ray Lotito, District Manager
- Residents of Heritage Harbor

PROPOSAL FLP1274 – ADDENDUM	
DESCRIPTION	PRICE IF AUTHORIZATION IS RECEIVED BY DECEMBER 3, 2019
Repair of trip hazards measuring 1" – 2" in height on the cart paths around the golf course as identified in FLP1274.	\$7,277 - \$7,786
NOTES 1. Based upon the definitions provided by the Federal Americans with Disabilities Act and as identified in the original proposal, there are additional hazards on the cart paths around the golf course. As requested, hazards below 1" on the cart paths will be excluded from repairs. 2. Panels with hazards over 2" in height, panels that are hollow underneath, and panels that are severely broken are recommended for alternative repair methods. Since PSSC does not provide demolition and replacement, these types of panels are excluded from this proposal.	
	\$7,277 - \$7,786
	TOTAL

PRECISION SIDEWALK SAFETY CORP

1202 SW 17th Street, Suite 201-122 • Ocala, FL 34471 • www.precisionsidewalksafety.com
Marny Donnelly • 877-799-6783 x 503

THE INFORMATION IN THIS PROPOSAL IS CONFIDENTIAL

It is to be used only by the intended recipient and Precision Sidewalk Safety Corp in evaluating the project.
Any copying or unauthorized disclosure of this information is prohibited.





AUTHORIZATION TO PROCEED • FAX TO 866-669-1175

ESTIMATE IS VALID FOR 90 DAYS FROM ORIGINAL DATE OF ISSUE

SCOPE OF PROJECT	Repair of trip hazards 1" – 2" high at a 1:12 slope in areas identified in Proposal FLP1274-ADDENDUM.	
COMMUNITY	Heritage Harbor Community Development District	
COST	PRICE IF AUTHORIZATION IS RECEIVED BY DECEMBER 3, 2019 \$7,277 - \$7,786	DATE

This proposal provides a price which will not be exceeded given the scope of work specified and is based on: 1) an estimated number of repairs we anticipate our technician(s) will complete and 2) the resulting amount of concrete material our technician(s) will remove to render repairs compliant with approved customer specifications. Your final inventory of repairs may vary from this estimate. PSSC repairs only those uneven sidewalks specifically requested by you, our customer, and therefore makes no guarantee that the property is free of uneven sidewalk hazards. PSSC may not complete a repair(s) because; 1. a hazard's actual measurement at the time of repair exceeds approved customer specifications, and/or 2. in the crew leader's judgment, our repair attempt would cause further damage to the concrete slab or be insufficient to satisfactorily remove the existing hazard and/or mitigate its potential liability. Such excluded hazards, if any, will be left "as found" and will require customer's alternative remedy. After the project is completed, new trip hazards will occur due to tree roots, water, settling, and other natural and man-made causes outside of PSSC's control. Upon completion of the project, PSSC is not liable for any related claims, losses, or damages. At least 30 minutes prior to the crew's scheduled departure, customer (or designee) agrees to have inspected and either accepted all repairs as completed, or determined suitable adjustment(s) (if any) as may be required, such that the crew's departure will not be delayed. PSSC will not be held responsible for cracks or defects in poured concrete that may exist due to materials or methods used by original installer.

The undersigned acknowledges the above explanation of our estimate of work as well as the exclusions set forth in the "Repair Specifications" Section of this Proposal, that he/she is legally authorized to engage Precision Sidewalk Safety Corp to deliver designated work, has seen a sample – photo or actual – of the resulting repair, and agrees to notify or mediate affected property owners.

APPROVED BY	NAME	
	SIGNATURE	
	TITLE	
	PHONE	ALT. PHONE
	EMAIL	
BILLING INFO	INVOICE TO NAME	
	ADDRESS	

Upon receipt of this signed acceptance, Precision Sidewalk Safety Corp will schedule the requested repairs. Every effort will be made to accommodate the requested start date.

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EXHIBIT 10

ILLUMINATIONS HOLIDAY LIGHTING

Proposal

8606 Herons Cove Pl
Tampa, FL 33647
Tim Gay

(813) 334-4827

TO:

Heritage Harbor CDD
10441 Corey Lake Dr
Tampa, FL 33647
attn: Patricia

(813) 986-1031

JOB DESCRIPTION
Christmas Lighting Proposal for Heritage Harbor

ITEMIZED ESTIMATE: TIME AND MATERIALS		AMOUNT
Main Entrance	Heritage Harbor Pkwy - Entrance / Exit Install clear, warm white mini lights in 6 crape myrtle (3 entrance / 3 exit) Install clear, warm white mini lights in 11 palm trees (6 entrance / 5 exit) Guardhouse Install clear, ww C9's outlining entire outer edge of roof line Install 1 x 60" wreath with lights and bows in front, center of guard house. Install clear, ww C9s on cupola edge on top of guardhouse Install clear, ww C9s on white railing just below cupola on top of guardhouse Install clear, ww C9s over blue archway of guardhouse Install clear, ww mini lights in 2 robellinis to the left and right of guardhouse Install clear, ww mini lights in 2 robellinis to the left and right of guardhouse (backside) Install clear, ww mini lights in 6 crape myrtle in medians (3 per median) in front of guardhouse Option Install clear, ww mini lights in 3 crape myrtle in median on back side of guardhouse	\$8,500.00
	Heritage Harbor - Community Sign Install clear, ww C9's outlining the "Heritage Harbor" signage. Install clear, ww C9's across the top of the Heritage Harbor wall Install 3 x 24" Red bows with lights (1 on each corner of HH signage; 1 top center) Install clear, ww mini lights in 6 palm trees behind main entrance sign. Install clear, ww C9 stake lighting in front border of planter wall Options Available Option Install garland with ww lights and bows across the top of Heritage Harbor wall Note: this option replaces C9s across top of wall and 3 x 24" Red lit bows	TBD
Option	Install clear, ww C9s on handrail of white bridge	TBD
Option	Install clear, ww mini lights in crape myrtle on entrance side adjacent to bridge	TBD
Option	Install clear, ww mini lights in oak tree on entrance side adjacent to bridge	TBD
Option	Install animated snow drip tubes in canopy of ligustrums behind community entrance sign	TBD
Entrance	Cypress Green Dr - Entrance / Exit Install clear, ww mini lights in 6 palms trees Install clear, ww mini lights in 2 robellini Install clear, ww mini lights in 1 oak tree Exit Install clear, ww mini lights in 6 palms trees Install clear, ww mini lights in 2 robellini Install clear, ww mini lights in 1 oak tree Center Median Install clear, ww mini lights in 3 palms trees Entrance Sign Install clear, ww C9s or garland across the top of sign Install clear, ww C9s across top of wall - left and right of sign Install clear, ww C9s outlining "Heritage Harbor" signage Install 2 x 30" wreaths with lights and bow on either side of sign on columns Requires 50% Deposit	
TOTAL ESTIMATED JOB COST		\$8,500.00

* Price includes rental of materials, labor, installation, service and removal of all materials.

* Assumes adequate power available. If additional power needed Cory Lake Isles community responsible for providing.

* Note: WW = Warm White

* Note: All lights used on project are LED

* Remaining balance of project due upon receipt of invoice after installation.

* Removal process begins after New Years Day. It can take up to a week or more for completion. Power can be turned off in the interim.

Tim Gay
PREPARED BY

9/19/2019
DATE

AUTHORIZED SIGNATURE FOR HERITAGE HARBOR CDD

DATE

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