

***HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Regular Meeting

***Thursday
October 24, 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

October 17, 2019

Board of Supervisors
Heritage Harbor Community Development District

Dear Board Members:

The Regular Continued Meeting of the Board of Supervisors of the Heritage Harbor Community Development District is scheduled for **Thursday, October 24, 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, October 24, 2019

Time: 6:30 PM

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 – October 3, 2019 – 95% | Exhibit 1 |
| B. Aquatics Waterway Inspection Report | Exhibit 2 |

IV. Operations

- | | |
|--|--------------------------|
| A. Golf Course Report | <i>To be Distributed</i> |
| B. DPFG Operations Report – October 2019 | Exhibit 3 |

V. Administrative

- | | |
|--|-----------|
| A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held October 2, 2019 | Exhibit 4 |
| B. Consideration for Acceptance – The September 2019 Unaudited Financial Report | Exhibit 5 |

VI. Business Matters

- | | |
|--|-----------|
| A. Consideration of Envera Barrier Arm Relocation Proposal - \$110.00/ monthly. Install - \$3,193.74 | Exhibit 6 |
| B. Consideration of Greenview Landscape Perennial Proposal - \$660.00 | Exhibit 7 |
| C. Consideration of Revised Golf Course Bridges Proposal | Exhibit 8 |
| D. Consideration of Cypress Golf Course Services Proposal | Exhibit 9 |

VI. Business Matters (continued)

- | | |
|---|------------|
| E. Consideration of Design Scapes Holiday Lights Proposal -
\$6,300.00 | Exhibit 10 |
| F. Discussion of Sheriff Pay Rate Increase | Exhibit 11 |
| G. Discussion of HOA and Allocations of Personnel | Exhibit 12 |

VII. Consent Agenda

- | | |
|---|------------|
| A. Ratification of Greenview Landscape Irrigation Repair Proposal -
\$540.00 | Exhibit 13 |
|---|------------|

VIII. Staff Reports

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

IX. Supervisors Requests

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

XI. Adjournment

EXHIBIT 1



HERITAGE HARBOR CDD

LANDSCAPE INSPECTION

October 3, 2019

ATTENDING:

LARRY RHUM – GREENVIEW LANDSCAPE

PAUL WOODS – OLM, INC.

SCORE: 95%

**NEXT INSPECTION
NOVEMBER 7TH, 2019 AT 11:00 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

HARBOR TOWNE

1. Continue to remove the accumulation of sand, gravel, and debris in the curb stops. With the early start times for the golfers a pre-dawn clean up maybe needed.
2. Continue to improve the fertility to the multi-stem Gardenias.
3. Prune up to 15 feet suckering growth and any roof contacts with the Crape Myrtles.
4. Along the frontage: Remove the accumulation of leaf debris in the beds.
5. Rear lawn: Use selective herbicides reducing Broadleaf grassy turf weeds in the mixed turf stands, promoting the infilling growth of Bermuda.
6. Buff out the accumulation of Crape Myrtle leaf drop weekly.
7. Around the perimeter of the tennis court: Control emerging crack weeds.
8. Entrance monument: Top dress the bare bed with additional mulch.
9. Along the sport field and the north boundary of the parkway: Delitter, including windfall.

BOULEVARD AND COMMONS

10. On the north end of the Viburnum hedgerow at the Bluewater monument: Remove the declining shaded impacted Juniper.
11. At the bridge: Control turf weeds in the narrow grass strip, promoting infilling growth of the sod.
12. To the south of the bridge near the Seacove Drive intersection: Rake down fire ant mounds after the insects have been eradicated.
13. Along the right of way adjacent to Harbor Lake Drive: Rake out the leaf debris in the storm water inlets.

14. Monterrey Bay monument: Prune the Viburnum so that the tapered brick work is visible.
15. Use pocket pruning techniques in the areas of shade impacted Viburnums to promote infilling growth.
16. Harbor Lake: Improve fertility in the recently planted Asian Jasmine in the center median island with liquid fertilizers.
17. Harbor Lake / Heritage Harbor Boulevard intersection: Monitor the drought stress in the Viburnum hedgerow.
18. Rejuvenate prune the Red Fountain Grass once the blooms are spent.
19. Western frontage of Countyline Road: Prune back the overgrowth extending into the mowable areas.
20. East of the entrance: Avoid excessive use of RoundUp along the Viburnum hedgerow. The bed line appears to be chemically edged.

CYPRESS GLEN

21. As accessible, continue to prune down areas of standing water.
22. Along the frontage: Collect and remove the debris weekly.

CATEGORY III: IMPROVEMENTS – PRICING

NONE

CATEGORY IV: NOTES TO OWNER

NONE

CATEGORY V: NOTES TO CONTRACTOR

1. Confirm with the District target dates for the seasonal color changeout to winter annuals to be installed in the November time frame prior to Thanksgiving holiday.
2. Confirm all turf, tree, shrub, and palm fertilization is complete by the end of October. Palms are to be fertilized at the recommended University of Florida rate.

PGW:kn

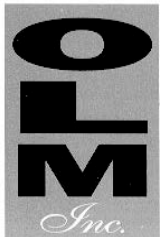
cc: Patricia Comings-Thibault patricia.comings-thibault@dpfg.com
Ray Lotito Raymond.Lotito@dpfg.com
Ray Leonard rleonard@greenacre.com
Larry Rhum debs@greenviewfl.com
records@dpfg.com

HERITAGE HARBOUR CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5	2	Lutz Lake Fern frontage
WEED CONTROL – TURF AREAS	10		
TURF INSECT/DISEASE CONTROL	10	1	Control and rake down fire ants
PLANT FERTILITY	5		Complete by 10-31
WEED CONTROL – BED AREAS	10	1	Tennis courts
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10	2	Pocket prune VO (Monterey)
CLEANLINESS	10		
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15	2	Confirm coverage at the drought areas
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: 10-3-19_Score: 95.0 Performance Payment™ %100_

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____

EXHIBIT 2



Heritage Harbor Golf Waterway Inspection Report

Reason for Inspection: Routine Scheduled - Monthly

Inspection Date: 10/1/2019

Prepared for:

Ms. Patricia Thibault, Senior Manager
DPFG
15310 Amberly Drive, Suite #175
Tampa, FL 33647

Prepared by:

Chris Cipollina, Account Representative/Biologist

Aquatic Systems, Inc. - Wesley Chapel Field Office
Corporate Headquarters
2100 N.W. 33rd Street, Pompano Beach, FL 33069
1-800-432-4302

Site: 27

**Comments:** Normal growth observed

Site #27 had filamentous algae growth atop of Slender Spikerush, a nuisance submersed weed, at a 2-3 foot perimeter band. Regrowth of Torpedo Grass was observed at patches among the native vegetation.

Site: 28

**Comments:** Normal growth observed

Filamentous algae growth was present atop of Slender Spikerush, a nuisance submersed weed, at a 3-5 foot perimeter band within site #28, and had accumulated within the coves at 10-15 feet out from the embankment.

Site: 29

**Comments:** Site looks good

Site #29 was in excellent condition during this inspection, and had exhibited high water clarity.

Site: 30

**Comments:** Normal growth observed

Evidence of a recent shoreline grass treatment was observed within site #30. Filamentous algae growth was observed atop of Slender Spikerush that had reached the surface of the water at a 1-2 foot perimeter band.

Site: 31

**Comments:** Requires attention

Site #31 had emergent Slender Spikerush at 5-10 feet out. Growth of Alligatorweed and Torpedo Grass was present around the perimeter of the waterway, and Duckweed, a nuisance floating weed, was observed in small quantities. Filamentous algae was present at a 2-3 foot perimeter band atop of the Slender Spikerush growth.

Site: 32

**Comments:** Normal growth observed

Torpedo Grass regrowth had occurred along the wild side perimeter of site #32. Filamentous algae growth was present in small quantities along the wind blown perimeter of the waterway.

Site: 33**Comments:** Normal growth observed

Duckweed, a nuisance floating weed, was observed in small quantities within site #33 along the wind blown perimeter of the waterway.

Site: 36**Comments:** Normal growth observed

Filamentous algae was observed sporadically in clumps along the shoreline of site #36.

Site: 61

**Comments:** Site looks good

Site #61 was maintained free of all undesired growth. The water levels had receded due to less frequent rainfall, exposing debris that had settled on the pond floor.

Site: 70

**Comments:** Normal growth observed

Primrose Willow and Torpedo Grass growth had occurred along the wild side perimeter of site #70. Evidence of a recent shoreline grass treatment was observed along the homeowner's perimeter of the waterway, and filamentous algae growth was present atop of Slender Spikerush at a 2-3 foot perimeter band.

Management Summary

The following observations were made throughout the October inspection of the waterways of Heritage Harbor Golf:

- Site #27 had filamentous algae growth present at a 2-3 foot perimeter band atop of Slender Spikerush, a nuisance submersed weed. Torpedo Grass growth had occurred in patches among the Florida native vegetation.
- Filamentous algae was observed at a 3-5 foot perimeter band within site #28 atop of Slender Spikerush, and had accumulated within the coves of the waterway at 10-15 feet out from the embankment.
- Site #29 looked great during this inspection.
- Filamentous algae was observed atop of Slender Spikerush at a 1-2 foot perimeter band within site #30. Evidence of a recent shoreline grass treatment was observed.
- Site #31 had filamentous algae growth atop of Slender Spikerush at a 2-3 foot perimeter band. Emergent Slender Spikerush was observed at 5-10 feet out from the embankment. Alligatorweed and Torpedo Grass growth was observed around the perimeter of the site, and Duckweed, a nuisance floating weed, was observed at traces.
- Site #32 experienced filamentous algae growth in small quantities along the wind blown perimeter of the site. Torpedo Grass regrowth had occurred along the wild side of the waterway.
- Duckweed, a nuisance floating weed, was observed in small quantities along the wind blown perimeter of site #33.
- Clumps of filamentous algae were present sporadically along the shoreline of site #36.
- The water level of site #61 had receded due to infrequent rainfall, exposing debris on the pond floor. The waterway was maintained free of all undesired growth.
- Site #70 had filamentous algae growth atop of Slender Spikerush at a 2-3 foot perimeter band. Primrose Willow and Torpedo Grass growth was observed along the wild side perimeter of the waterway, and evidence of a recent shoreline grass treatment was observed along the homeowner's shoreline.

Recommendations/Action Items

Throughout our upcoming scheduled visits, Aquatic Systems, Inc. will address the following:

- Apply algae treatments for the filamentous growth within sites 27, 28, 30, 31, 32, 36, and 70.
- Administer submersed weed treatments, targeting the Slender Spikerush populations within sites 27, 28, 30, 31, and 70.
- Perform shoreline grass treatments for the undesired vegetation at sites 27, 31, 32, and 70.
- Target the Duckweed populations utilizing floating weed treatments within sites 31 and 33.
- Monitor the decomposition of shoreline grasses at sites 30 and 70.
- Closely monitor sites 29 and 61 for new undesired growth, targeting as observed to maintain current desired conditions.
- Clear all debris from all sites.
- Follow up with all previous treatments to ensure that desired conditions are achieved and maintained.

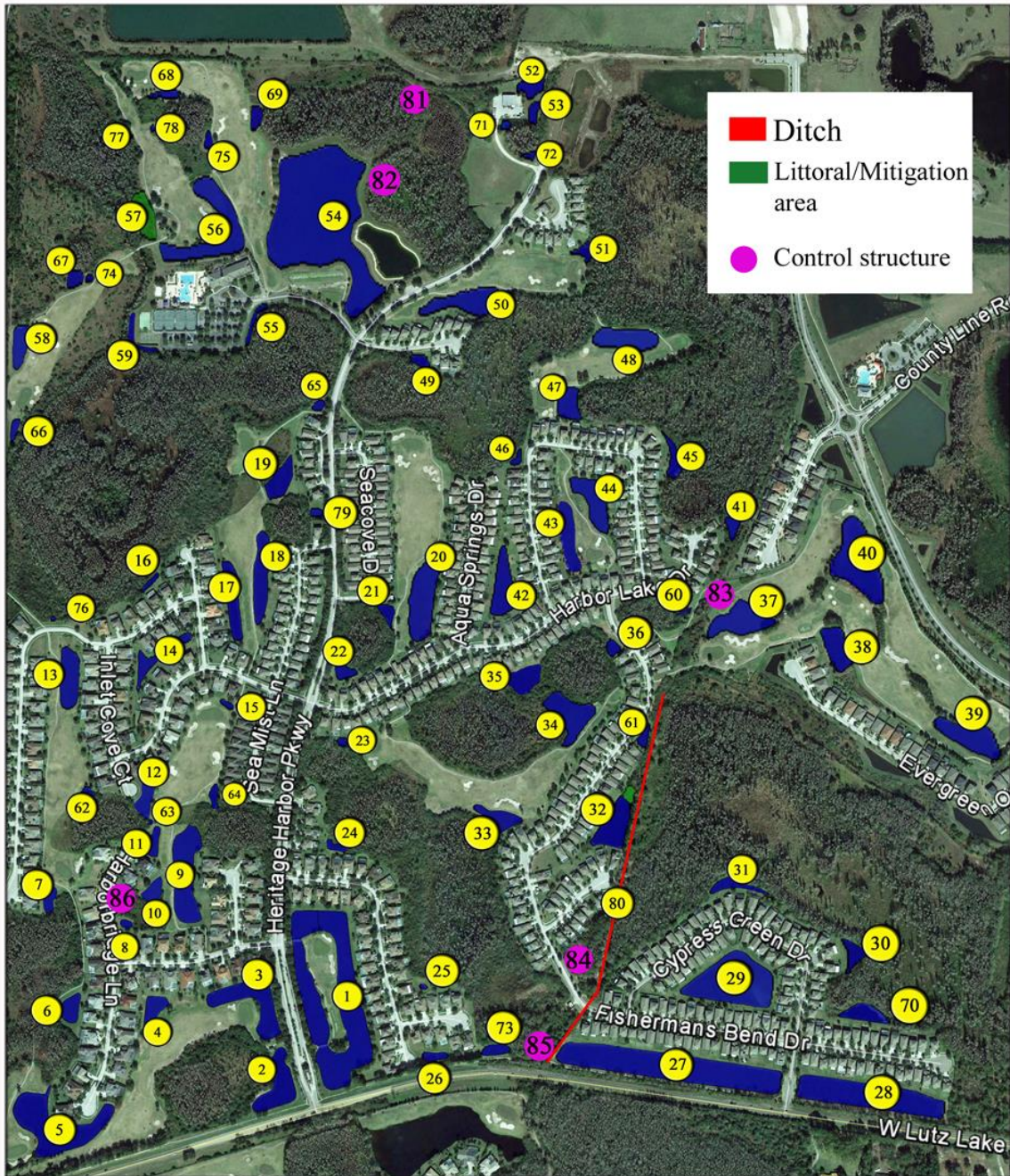
Aquatic Systems, Inc. will continue to promote healthy aquatic ecosystems within the Heritage Harbor Golf Community.



Heritage Harbor Golf

Lutz, FL

1-800-432-4302
0331-9



JK

02/2015

EXHIBIT 3

HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT



Operations Report – October
2019



ACCOMPLISHMENTS

It was a relatively quiet month with the exception of a couple of incidents.

- CDD Maintenance Activities Including Gate House, Entrances Monuments, Fountains And Common Areas
 - Gatehouse
 - Gate Repairs As Needed
 - Working W/ Contractor For Date To Pain The Gatehouse
 - Received A Proposal To Install "Old" Gate Operators On Cypress Green Drive Entrance
 - Pro-shop And Clubhouse
 - Worked On Exterior Maintenance Of Building
 - Renovation Of Pro-shop Restrooms Continued
 - Pressure Wash Sidewalks
 - Stripping And Painting Of Doors To Library
 - Resident Concerns And Completed Items
 - Resident Ms. Vivian Barry (19303 Pier Point Court) Called To Complain About The Appearance Of The Pond Behind Her Home. The Following Action Was Taken:
 - Met directly with Resident
 - Golf Course Personnel Cutback Grass Growth Along Edges Of Pond
 - Pond Maintenance Staff Was Called In To Provide Additional Treatment As Needed
 - Same Resident Requested A Fountain Be Installed In The Pond Behind Her House
 - Same Resident Requested That Lights Be Installed On All The Monuments In The Community
- HOA Maintenance Activities Include The Following:
 - HOA Pool Area
 - General Pool Area Maintenance
 - Playground Equipment Repairs (Swings)
 - HOA Sports Area Maintenance
 - Tennis Courts
 - Daily Maintenance Of Tennis Courts
 - Added Clay As Necessary

Resident Complaint About Pond Maintenance (BEFORE)



Pictures Received from Resident Concerning Pond Maintenance

Resident Complaint About Golf Course Maintenance (AFTER)



Resident Requested a Fountain Be Installed in the Pond Behind Her House

RESIDENT REQUEST – COMMON AREA



Resident Requested Lights to be Installed on ALL Monuments

EXHIBIT 4

1
2 **MINUTES OF MEETING**
3 **HERITAGE HARBOR**
4 **COMMUNITY DEVELOPMENT DISTRICT**
5

6 The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community
7 Development District was held on Wednesday, October 2, 2019 at 6:30 p.m. at Heritage Harbor
8 Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.
9

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

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

12 Present and constituting a quorum were:

13 David Penzer	Board Supervisor, Chairman
14 Russ Rossi	Board Supervisor, Vice Chairman
15 Patrick Giambelluca	Board Supervisor, Assistant Secretary
16 Clint Swigart	Board Supervisor, Assistant Secretary

17

18 Also present were:

19 Patricia Thibault	District Manager, DPGF Management & Consulting, LLC.
20 Raymond Lotito	Field Operations, DPGF Management & Consulting, LLC.
21 Vivek Babbar	District Counsel, Straley Robin Vericker
22 Marny Donnelly (<i>via phone</i>)	Precision Sidewalk Safety

23

24 *The following is a summary of the discussions and actions taken at the October 2, 2019 Heritage Harbor*
25 *CDD Board of Supervisors Regular Meeting.*
26

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

28 There being none, the next item followed.

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

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

31 **FOURTH ORDER OF BUSINESS – Operations**

32 A. Golf Course Report

- 33 ➤ Mr. Ford & Mr. Panno to work together regarding the replacement of the fairways in a
34 priority order.

35 B. Exhibit 2: DPGF Operations Report – September 2019

- 36 ➤ Barrier Gate Locations for Envera

37 On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved
38 the Barrier Locations for Envera for the Heritage Harbor Community Development District.

FIFTH ORDER OF BUSINESS – Administrative Matters

A. Exhibit 3: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held August 22, 2019

On a MOTION by Mr. Giambelluca, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved The Minutes of the Board of Supervisors Regular Meeting Held August 22, 2019 for the Heritage Harbor Community Development District.

B. Exhibit 4: Consideration for Acceptance – The August 2019 Unaudited Financial Report

On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board accepted The August 2019 Unaudited Financial Report for the Heritage Harbor Community Development District.

SIXTH ORDER OF BUSINESS – Business Matters

A. Exhibit 5: Consideration of Greenview Landscaping Inc. Palm Tree Trimming Proposal - \$2,240.00

This item has been tabled until January.

B. Exhibit 6: Consideration of Gulf Coast Construction Maintenance Schedule and Proposal

This item has been tabled.

C. Exhibit 7: Consideration of Gatehouse Painting Proposals

➤ Jayman Enterprises - \$2,850.00

➤ CertaPro Painters - \$850.00

On a MOTION by Mr. Rossi, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the Gatehouse Painting Proposal CertaPro Painters - \$850.00 for the Heritage Harbor Community Development District.

Let the record reflect that Supervisor Rossi has left the meeting and will be dialing into the meeting.

D. Exhibit 8: Consideration of Street Light Pressure Washing Proposals

➤ Jayman Enterprises - \$350.00

➤ CertaPro Painters - \$560.00

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the Street Light Pressure Washing Proposal Jayman Enterprises - \$350.00 for the Heritage Harbor Community Development District.

E. Exhibit 9: Consideration of Golf Course Cart Path Repair Proposal

➤ Precision Sidewalk Safety Corporation – Ms. Marny Donnelly on the phone - \$7,277-\$7,786.

District Counsel to inquire.

F. Exhibit 10: Consideration of Illuminations Holiday Lighting Proposal - \$8,500.00

- Illuminations Holiday Lighting – Tim Gay
This item has been tabled until the next meeting.

G. Exhibit 11: Consideration of Quotes and Proposals

- Site One Landscape Supply Working Order for Fertilizer - \$8,045.08

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the Site One Landscape Supply Working Order Fertilizer - \$8,045.08 for the Heritage Harbor Community Development District.

- A&H Proposal - \$6,984.00
- Pro Pump & Controls Inc. Service Quote for Water Pump - \$4,702.15.

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the Pro Pump & Controls Inc. Service Quote for Water Pump – Not to exceed \$4,702.15 for the Heritage Harbor Community Development District.

- WescoTurf Inc. – Consideration of Lease for Equipment Annual Payments - \$37,182.00

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the WescoTurf Inc. – Consideration of Lease for Equipment with Annual Payments of \$37,182.00 for the Heritage Harbor Community Development District.

- Wesco Turf – Consideration of Purchase – TORO Groundmaster 3500-D – Requisition \$34,920.53.

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the WescoTurf Inc. – Consideration of Purchase of TORO Groundmaster 3500-D Requisition – Not to exceed - \$34,920.53 for the Heritage Harbor Community Development District.

SEVENTH ORDER OF BUSINESS - Staff Reports

A. District Manager

There being none, the next item followed.

B. District Attorney

There being none, the next item followed.

C. District Engineer

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS – Supervisor Requests

Supervisor Giambelluca notified Hillsborough County Public Works of a pothole near the main entrance at the guardhouse in the inbound resident's lane. It was fixed shortly thereafter. A status update was made on the traffic light installation at the main entrance with the final completion date set for either November or December 2020, next year.

NINTH ORDER OF BUSINESS – Audience Comments

117 There being none, the next item followed.

118 **TENTH ORDER OF BUSINESS – Adjournment**

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

121 On a MOTION by Mr. Penzer, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board
122 adjourned the meeting for the Heritage Harbor Community Development District.

123

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

127

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

130

131

132

Signature

Signature

133

Printed Name

Printed Name

134

135 **Title:** ☐ **Secretary** ☐ **Assistant Secretary**

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

EXHIBIT 5

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	\$ 182,616	\$ 152,270	\$ 151,463
Field	559,452	471,390	539,170
Total General Fund	\$ 742,068	\$ 623,660	\$ 690,633

% of Actual Expenditures Spent of Budgeted Expenditures

90%

Cash and Investment Balances

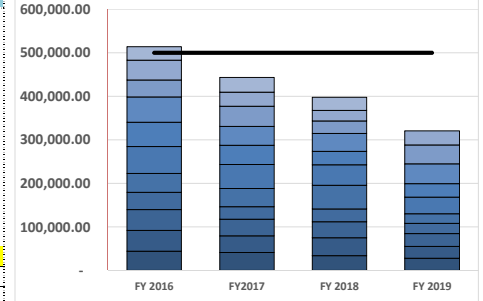
	Prior Year YTD	Current YTD
Operating Accounts	\$ 369,974	\$ 433,174

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

Total Restaurant & Beverage Cart Gross Revenue YTD



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	\$ 961,581	\$ 946,612	\$ 921,022	\$ 929,926
Pro Shop	36,256	73,832	36,288	36,575
Cost of Goods Sold	(18,076)	(20,440)	(20,095)	(19,196)
Total Gross Profit	\$ 979,761	\$ 1,000,004	\$ 937,215	\$ 947,305

Expenses by Golf Activity

	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course	\$ 566,479	\$ 534,867	\$ 530,837	\$ 556,193
Pro Shop	369,451	343,967	334,280	359,491
Total Expenses	\$ 935,930	\$ 878,834	\$ 865,117	\$ 915,684

Net Income (Loss) by Golf Activity

	Actual FY 2017 - YTD	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Budget FY 2019 - YTD
Golf Course	\$ 395,102	\$ 411,745	\$ 390,185	\$ 373,733
Pro Shop	(351,271)	(290,575)	(318,087)	(342,112)
Total Net Income (Loss) B4 Depreciation	\$ 43,831	\$ 121,170	\$ 72,098	\$ 31,621
Total Depreciation Expense	-	222,663	222,663	-
Total Net Income (Loss) After Depreciation	\$ 43,831	\$ (101,493)	\$ (150,565)	\$ 31,621

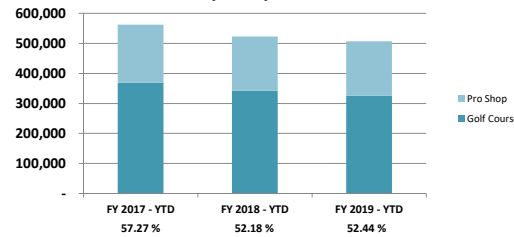
Debt Service

	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	\$ 300,864	\$ 272,218	\$ 265,956	\$ 275,000
FICA Taxes	45,986	32,287	32,807	44,000
Life and Health Insurance	21,555	37,402	25,903	28,400
Total Golf Course	368,405	341,907	324,666	347,400
Pro Shop				
Payroll- Hourly	154,794	144,125	148,688	149,000
FICA Taxes	23,668	17,622	18,197	23,840
Life and Health Insurance	14,260	18,104	14,962	17,000
Total Pro Shop	192,722	179,851	181,847	189,840
Total Payroll	\$ 561,127	\$ 521,759	\$ 506,513	\$ 537,240
% of Revenues	57.27%	52.18%	54.04%	56.71%

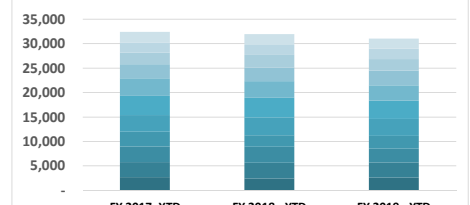
Payroll By Year



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
September	1,961	2,282	
Total Rounds	34,320	34,187	30,985
Average Price per Round			\$ 29.72

Annual YTD Total Golf Rounds



Heritage Harbor Community Development District

Financial Statements
(Unaudited)

Period Ending
September 30, 2019

Heritage Harbor CDD
Balance Sheet
September 30, 2019

	General Fund	Golf Course & Pro Shop	Restaurant	Debt Series 2018	Construction	Consolidated Total
<u>ASSETS:</u>						
CASH - HANCOCK OPERATING ACCOUNT	\$ 99,843	\$ -	\$ -	\$ -	\$ -	\$ 99,843
CASH - BU OPERATING ACCOUNT	6,237	-	-	-	-	6,237
CASH - HH OPERATING ACCOUNT	8,542	-	-	-	-	8,542
CASH - SUNTRUST	5,712	-	-	-	-	5,712
CASH - MONEY MARKET	312,841	-	-	-	-	312,841
CASH - HH ENTERPRISE ACCOUNT	-	144,897	-	-	-	144,897
CASH - FIFTH THIRD BANK	-	130,722	43,507	-	-	174,229
CASH ON HAND	-	600	-	-	-	600
INVESTMENTS:						
REVENUE FUND	-	-	-	43,622	-	43,622
RESERVE TRUST FUND	-	-	-	65,884	-	65,884
INTEREST FUND	-	-	-	-	-	-
CONSTRUCTION TRUST FUND	-	-	-	-	284,551	284,551
ACCOUNTS RECEIVABLE	14,852	133	325	-	-	15,311
DEPOSITS - UTILITIES	1,890	3,456	-	-	-	5,346
PREPAID	-	-	-	-	-	-
DUE FROM OTHER FUNDS	942	-	-	5	-	947
INVENTORY ASSETS:						
GOLF BALLS	-	5,861	-	-	-	5,861
GOLF CLUBS	-	198	-	-	-	198
GLOVES	-	3,364	-	-	-	3,364
HEADWEAR	-	1,801	-	-	-	1,801
LADIES WEAR	-	724	-	-	-	724
MENS WEAR	-	1,614	-	-	-	1,614
SHOES/SOCKS	-	52	-	-	-	52
MISCELLANEOUS	-	2,418	-	-	-	2,418
INVESTMENTS CD	-	21,489	-	-	-	21,489
TOTAL CURRENT ASSETS	450,858	317,330	43,832	109,511	284,551	1,206,083
<u>NONCURRENT ASSETS</u>						
LAND	-	1,204,598	-	-	-	1,204,598
INFRASTRUCTURE	-	6,011,912	-	-	-	6,011,912
ASSUM. DEPRECIATION-INFRASTRUCTURE	-	(5,678,353)	-	-	-	(5,678,353)
EQUIPMENT & FURNITURE	-	853,044	-	-	-	853,044
ACCUM. DEPRECIATION - EQUIP/FURNITURE	-	(853,044)	-	-	-	(853,044)
TOTAL NONCURRENT ASSETS	-	1,538,157	-	-	-	1,538,157
TOTAL ASSETS	\$ 450,858	\$ 1,855,487	\$ 43,832	\$ 109,511	\$ 284,551	\$ 2,744,240

Heritage Harbor CDD
Balance Sheet
September 30, 2019

	General Fund	Golf Course & Pro Shop	Restaurant	Debt Series 2018	Construction	Consolidated Total
<u>LIABILITIES:</u>						
ACCOUNTS PAYABLE	\$ 6,554	\$ 1,419	\$ -	\$ -	\$ 4,778	\$ 12,750
SALES TAX PAYABLE	-	8,397	910	-	-	9,307
DEFERRED REVENUE	-	-	-	-	-	-
GIFT CERTIFICATES	-	764	-	-	-	764
RESTAURANT DEPOSITS	-	-	19,500	-	-	19,500
DUE TO OTHER FUNDS	5	-	942	-	-	947
REVENUE BONDS PAYABLE-CURRENT	-	125,000	-	-	-	125,000
TOTAL CURRENT LIABILITIES	6,559	135,581	21,352	-	4,778	168,269
<u>NONCURRENT LIABILITIES</u>						
REVENUE BONDS PAYABLE - LT	-	760,000	-	-	-	760,000
TOTAL NONCURRENT LIABILITIES	-	760,000	-	-	-	760,000
TOTAL LIABILITIES	\$ 6,559	\$ 895,581	\$ 21,352	\$ -	\$ 4,778	\$ 928,269
<u>FUND BALANCES:</u>						
NON-SPENDABLE (DEPOSITS & PREPAID)	1,890	3,456	-	-	-	5,346
RESTRICTED FOR:						
DEBT SERVICE	-	-	-	109,511	-	109,511
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:	110,265	-	-	-	-	110,265
NET ASSETS						
INVESTED IN CAPITAL ASSETS	-	1,538,157	-	-	-	1,538,157
RESTRICTED FOR DEBT SERVICE	-	-	-	-	-	-
UNRESTRICTED/UNRESERVED	-	(581,707)	22,479	-	279,774	(279,454)
TOTAL LIABILITIES & FUND BALANCES/NET ASSETS	\$ 450,858	\$ 1,855,487	\$ 43,832	\$ 109,511	\$ 284,551	\$ 2,744,240

Heritage Harbor CDD
GENERAL FUND
Statement of Revenue, Expenses and Change in Fund Balance
PRELIMINARY
For the period from October 1, 2018 through September 30, 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	2,700	6,595	3,895
MISCELLANEOUS	-	-	1,041	1,041
TOTAL REVENUE	696,784	696,784	704,468	7,684
EXPENDITURES				
GENERAL ADMINISTRATION:				
SUPERVISORS' COMPENSATION	12,000	12,000	10,400	1,600
PAYROLL TAXES	1,609	1,609	970	639
PAYROLL SERVICE FEE	-	-	-	-
ENGINEERING SERVICES	9,000	9,000	4,948	4,053
LEGAL SERVICES	12,000	12,000	17,022	(5,022)
DISTRICT MANAGEMENT	65,348	65,348	62,171	3,177
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	2,200	-	2,200
LEGAL ADVERTISING	1,200	1,200	3,306	(2,106)
MISCELLANEOUS (BANK FEES, BROCHURES & MISC)	1,500	1,500	4,717	(3,217)
WEBSITE HOSTING & MANAGEMENT	985	985	2,543	(1,558)
OFFICE SUPPLIES	500	500	-	500
ANNUAL DISTRICT FILING FEE	175	175	200	(25)
ALLOCATION OF HOA SHARED EXPENDITURES	21,723	21,723	27,539	(5,816)
TOTAL GENERAL ADMINISTRATION	152,240	151,463	152,270	(806)
FIELD:				
PAYROLL - HOURLY	44,924	44,924	37,403	7,521
FICA TAXES & PAYROLL FEE	5,840	5,840	4,201	1,639
LIFE AND HEALTH INSURANCE	4,220	4,220	4,237	(17)
CONTRACT- GUARD SERVICES	82,000	82,000	77,239	4,761
CONTRACT-FOUNTAIN	1,680	1,680	1,680	-
CONTRACT-LANDSCAPE	136,800	147,200	135,800	11,400
CONTRACT-LAKE	41,736	41,736	41,736	-
CONTRACT-GATES	44,400	48,670	50,950	(2,280)
GATE - COMMUNICATIONS - TELEPHONE	2,160	2,160	3,276	(1,116)
UTILITY-GENERAL	75,000	75,000	73,931	1,069
R&M-GENERAL	9,500	9,500	4,037	5,463
R&M-GATE	3,500	3,500	610	2,890
R&M-OTHER LANDSCAPE	34,240	34,240	29,623	4,617
R&M-IRRIGATION	4,500	4,500	1,060	3,440
R&M-MITIGATION	2,000	2,000	-	2,000
R&M-TREES AND TRIMMING	7,500	7,500	1,075	6,425
R&M-PARKS & FACILITIES	1,000	1,000	-	1,000
MISC-HOLIDAY DÉCOR	8,500	8,500	3,260	5,240
MISC-CONTINGENCY	15,000	15,000	1,273	13,727
TOTAL FIELD	524,500	539,170	471,390	67,780
TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	676,740	690,633	623,660	66,973
OTHER FINANCING SOURCES AND (USES)				
RENEWAL & REPLACEMENT RESERVE				
RESERVE STUDY CONTRIBUTION	20,043	-	-	-
TOTAL RENEWAL & REPLACEMENT RESERVE	20,043	-	-	-
TOTAL EXPENDITURES	696,784	690,633	623,660	66,973
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	6,151	80,808	74,658
NET CHANGE IN FUND BALANCE	-	6,151	80,808	74,658
FUND BALANCE - BEGINNING	-	-	774,446	774,446
FUND BALANCE - LOAN FORGIVENESS	-	-	(410,954)	(410,954)
FUND BALANCE - ENDING	\$ -	\$ 6,151	\$ 444,300	\$ 438,149

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 September 30, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
OPERATING REVENUE				
GOLF COURSE				
GREEN FEES	\$ 890,997	\$ 890,997	\$ 871,651	\$ (19,346)
CLUB RENTALS	25	25	-	(25)
RANGE FEES	38,804	38,804	49,371	10,567
HANDICAPS	100	100	-	(100)
TOTAL GOLF COURSE REVENUE	929,926	929,926	921,022	(8,904)
PRO SHOP				
GOLF BALL SALES	22,800	22,800	22,074	(726)
GLOVE SALES	6,000	6,000	6,434	434
HEADWEAR SALES	3,775	3,775	3,063	(712)
LADIES WEAR SALES	-	-	235	235
MENS WEAR SALES	2,000	2,000	1,838	(162)
MISCELLANEOUS SALES	2,000	2,000	2,644	644
TOTAL PRO SHOP REVENUE	36,575	36,575	36,288	(287)
RENTAL	-	-	543	543
SALES DISCOUNT	-	-	-	-
TOTAL OPERATING REVENUE	966,501	966,501	957,853	(8,648)
COST OF GOODS SOLD				
COS-GOLF BALLS	12,136	12,136	13,035	899
COS-GLOVES	3,314	3,314	3,088	(226)
COS-HEADWEAR	1,880	1,880	1,322	(558)
COS-LADIES WEAR	-	-	110	110
COS-MENS WEAR	1,008	1,008	1,468	460
COS-MISCELLANEOUS	858	858	1,071	213
TOTAL COST OF GOODS SOLD	19,196	19,196	20,095	899
GROSS PROFIT	947,305	947,305	937,758	(9,547)
OPERATING EXPENSES				
GOLF COURSE				
PAYROLL-HOURLY	275,000	275,000	265,956	9,044
PAYROLL-INCENTIVE	500	500	500	-
FICA TAXES & ADMINISTRATIVE	44,000	44,000	32,807	11,193
LIFE AND HEALTH INSURANCE	28,400	28,400	25,903	2,497
WEB SITE DEVELOPMENT	-	-	-	-
ACCOUNTING SERVICES	4,890	4,890	3,975	915
CONTRACTS-SECURITY ALARMS	239	239	239	-
COMMUNICATION-TELEPHONE	2,364	2,364	2,138	226
POSTAGE & FREIGHT	200	200	-	200
ELECTRICITY-GENERAL	13,200	13,200	9,126	4,074
UTILITY-REFUSE REMOVAL	3,927	3,927	4,792	(865)
UTILITY-WATER & SEWER	6,600	6,600	6,253	347
RENTAL/LEASE-VEHICLE/EQUIP	39,311	39,311	37,196	2,115
LEASE-ICE MACHINES	1,500	1,625	1,375	250
INSURANCE-PROPERTY	16,353	16,353	22,161	(5,808)
R&M-BUILDING	500	500	-	500
R&M-EQUIPMENT	15,500	15,500	18,743	(3,243)
R&M-FERTILIZER	30,000	30,000	36,121	(6,121)
R&M-IRRIGATION	5,000	5,000	1,849	3,151
R&M-GOLF COURSE	5,025	5,025	17,758	(12,733)
R&M-PUMPS	2,760	2,760	9,903	(7,143)
MISC-PROPERTY TAXES	2,100	2,100	1,845	255
MISC-LICENSES & PERMITS	125	125	600	(475)
OP SUPPLIES- GENERAL	4,800	4,800	4,998	(198)
OP SUPPLIES-FUEL, OIL	15,500	15,500	14,128	1,372
OP SUPPLIES-CHEMICALS	30,571	30,571	5,180	25,391
OP SUPPLIES-HAND TOOLS	750	750	16	734
SUPPLIES-SAND	1,800	1,800	1,846	(46)
SUPPLIES-TOP DRESSING	2,400	2,400	2,175	225
SUPPLIES-SEEDS	2,000	2,000	2,406	(406)
ALLOCATIONS OF HOA SHARED EXPENDITURES	753	753	848	(95)
TOTAL GOLF COURSE	556,068	556,193	530,837	25,357

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 September 30, 2019

	FY2019 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
PRO SHOP:				
PAYROLL-HOURLY	149,000	149,000	148,688	312
FICA TAXES & ADMINISTRATIVE	23,840	23,840	18,197	5,643
LIFE AND HEALTH INSURANCE	17,000	17,000	14,962	2,038
ACCOUNTING SERVICES	4,890	4,890	3,975	915
CONTRACTS-SECURITY ALARMS	2,157	2,157	479	1,678
POSTAGE AND FREIGHT	250	250	-	250
ELECTRICITY-GENERAL	8,400	8,400	6,952	1,448
UTILITY-REFUSE REMOVAL	693	693	-	693
UTILITY-WATER & SEWER	2,500	2,500	-	2,500
LEASE-CARTS	70,560	76,560	70,919	5,641
INSURANCE-PROPERTY	9,298	9,298	10,510	(1,212)
R&M-GENERAL	3,000	3,000	-	3,000
R&M-AIR CONDITIONING	800	800	-	800
ADVERTISING	10,500	10,500	7,218	3,283
MISC-BANK CHARGES	22,000	22,000	21,409	591
MISC-CABLE TV EXPENSES	1,400	1,400	1,680	(280)
MISC-PROPERTY TAXES	5,500	5,500	4,340	1,160
MISC-HANDICAP FEES	500	500	501	(1)
OFFICE SUPPLIES	1,200	1,200	1,472	(272)
COMPUTER EXPENSE	1,000	1,000	2,467	(1,467)
OP SUPPLIES-GENERAL	1,000	1,000	2,188	(1,188)
SUPPLIES-SCORECARDS	1,500	1,500	693	807
CONTINGENCY	2,000	2,000	1,031	969
ALLOCATION OF HOA SHARED EXPENDITURES	14,503	14,503	16,601	(2,098)
TOTAL PRO SHOP	353,491	359,491	334,280	25,210
TOTAL DEPRECIATION EXPENSE	-	-	222,663	(222,663)
TOTAL OPERATING EXPENSE	909,559	915,684	1,087,781	(172,096)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	37,746	31,621	(150,022)	(181,643)
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	1,104,024	1,088,431	15,594
NONOPERATING REVENUES				
INTEREST AND DIVIDEND REVENUE	300	300	22	(278)
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	183,775	4,055	(179,720)
CHANGE IN NET POSITION	33,181	27,056	(146,618)	(173,674)
NET ASSETS - BEGINNING	-	-	695,570	695,570
NET ASSETS DECREASE - LOAN FORGIVENESS	-	-	410,954	410,954
NET ASSETS- ENDING	\$ 33,181	\$ 27,056	\$ 959,907	\$ 932,851

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 September 30, 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 September 30, 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 September 30, 2019

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

Heritage Harbor CDD

CONSTRUCTION FUND

Statement of Revenue, Expenses and Change in Fund Balance

For the period from October 1, 2018 through September 30, 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
September 30, 2019

	<u>GENERAL FUND</u>		<u>ENTERPRISE FUND</u>	
	<u>HARBOR</u> <u>COMMUNITY BANK</u>	<u>Bank United</u>	<u>HARBOR</u> <u>COMMUNITY BANK</u>	<u>FIFTH THIRD 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 6



Quote #: Q-05676-2
 Date: 10/7/2019
 Expires On: 1/31/2020

Envera Systems

Next Generation Security

4171 W Hillsboro Blvd Ste 7

Coconut Creek, FL 33073

Phone: (855) 936-8372 | Email: info@enverasystems.com

Prepared for

Heritage Harbor CDD

19502 Heritage Harbor Parkway

Lutz, Florida 33558

SECURITY CONSULTANT	PHONE	EMAIL
Wendy Wilson	941-929-4654	wwilson@enverasystems.com

Pending Approval from municipality to add barrier gates (community to research).

INSTALLATION INVESTMENT

Barrier Arm Relocation

Unused barrier arms from main entrance to be relocated to second non-gated entrance.

QTY	PRODUCT	INSTALL INVESTMENT
2	Concrete Pad	
2	Dedicated Power	
4	Ground Loop - Reno Detector Harness	
250	Wire	
Barrier Arm Relocation TOTAL:		\$3,548.60

Installation Discount

Pricing based on moving forward with this relocation to coincide with equipment upgrades currently scheduled.

QTY	PRODUCT	INSTALL INVESTMENT
1	Installation Discount	
Installation Discount TOTAL:		-\$354.86

Installation Investment Total: \$3,193.74

Third Party Financing Option (60 Month Term)

- **Estimated Monthly Payment: \$87.51**
- Subject to Credit Approval
- \$300 Documentation Fee & First 2 Months Required at Signing

MONTHLY INVESTMENT

QTY	MONTHLY SERVICE	EACH	MONTHLY INVESTMENT
2	Service & Maintenance Plan	\$55.00	\$110.00
Barrier Arm Relocation TOTAL:			\$110.00

Monthly Investment Total: \$110.00

Service & Maintenance Plan

- During Primary Period, should any equipment need to be serviced or replaced, Envera will not charge for labor or system parts and materials.
- During Renewal Periods, should any equipment need to be serviced or replaced, Envera will not charge for labor and will only charge cost for system parts and materials.
- Ground loops are warrantied for a period of 90 days and are not included in the Service & Maintenance Plan
- Service Level Commitment
 - Envera will perform system checks of all cameras on a daily basis.
 - Envera will proactively troubleshoot any discovered issues, which may include sending a technician onsite.
 - Envera will perform a full system check whenever a technician is onsite.
 - Since most issues can be resolved remotely, emergency service requests will be responded to within 24 hours.
- Service and Maintenance Plan excludes accident, vandalism, flood, water, lightning, fire, intrusion, abuse, misuse, an act of God, any casualty, including electricity, unauthorized repair service, modification or improper installation or any other cause beyond the control of Envera, including interruption of electrical power or internet service.

Terms & Conditions

- Community will be responsible for all required internet lines with minimum of 5MB upload and download speeds for most systems to operate. This may require multiple primary and backup lines throughout the community. Envera's team will work with internet providers to assist Client as necessary.
- Community will be responsible for providing adequate power at all head-end locations.
- If purchasing a Virtual Gate Guard or Access Control System, Community will be responsible for providing a list of all residents with addresses, phone numbers, and email addresses in an Excel or CSV format.
- If purchasing a Virtual Gate Guard System:
 - *Virtual Gate Guard Monitoring is a per home charge and any additional homes added above those reported in the Qty field above (or at signing) will be charged to the Community at the per home price per month.
 - Installation of the equipment will take approximately six weeks to complete and fully test
 - Envera's Implementation Team will provide a resident orientation session
 - Once the system is activated and on-line, Envera will conduct a "soft opening" giving residents 21 days to get acclimated (Guests will be asked where they are going but no guest will be denied entry)
 - After the soft opening period expires, all guests will be verified before being granted entry into the community
 - Recurring monthly pricing is based on all resident and renters having Envera programmed credentials on their vehicles and unencumbered access to use MyEnvera.com or the MyEnvera App for guest management
- Minimum 36-month agreement is required for monthly services (sales tax will be added to all monthly charges).
- Deposit due at signing equal to 50% of installation costs and two (2) months of the monthly services costs prior to Envera scheduling work. Envera will give an additional 3% discount on installation if 100% of installation is paid within 7 days of signing. 40% of installation will be due within 5 days of Envera beginning installation. Final 10% of installation is due within 5 days of Envera completing installation.
- Community will be responsible for all costs related to permits, bonds, surveys, drawings or site plan modifications.

EXHIBIT 7

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: October 1, 2019

RE: LANDSCAPE PROPOSAL

1. At the Gate House install 60 one-gallon perennial flowering Blue Daze in the planter's elimination the old Aztec Grass. **COST: \$360.00.**
2. At the Club House entrance monument install 50 one-gallon perennial flowering Blue Daze and transplant Jasmine that deer continue to browse on. **COST: \$300.00.**

TOTAL COST: \$660.00.



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

EXHIBIT 8



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 9



October 14th, 2019

Raymond J. Lotito
District Manager
DPFG Management & Consulting, LLC
15310 Amberly Drive, Suite 175
Tampa, FL 33647

Raymond,

Thanks again for allowing us the opportunity to submit the enclosed consulting proposal to the Heritage Harbor CDD and the Heritage Harbor Golf and Country Club.

I have enclosed my Bio, Resume and several properties that I have performed consulting or maintenance agreements for in the Florida Market. In addition, I have also attached a copy of a consulting evaluation that I did for Saddlebrook Golf Resort a while back so you can get a better idea of the formatting of the reports that I have provided in the past.

Being a native Floridian, I have extensive experience in Florida working with several different types of turf grasses and maintenance challenges. In fact, more than 200 of the 300 courses that I have worked with in my career were in this unique Florida market.

I have lived in the Tampa Bay area since 1987 and have played Heritage Golf and Country Club in the past and understand the challenges that concern you after I had the chance to visit the property last week. If selected to move forward, and after gaining some additional insight to the property, I see a good opportunity to move the course forward in a positive direction if the recommendations are followed.

I hope that my qualifications meet with your approval and I look forward to working with you and the Heritage Harbor CDD as soon as possible as the winter season is right around the corner.

If you have any questions, please don't hesitate to give me a call.

Sincerely,

Scott Zakany

Scott Zakany, CGCS
President, Cypress Golf Course Services

Scott A. Zakany – President

Scott A. Zakany serves as President of Cypress Golf Course Services (CGCS) which is a subsidiary of Cypress Golf Management. Mr. Zakany has been involved in the green industry for over 40 years and has experience at over 300 golf / landscape facilities in three countries. Prior to his involvement with CGCS Mr. Zakany was a co-founder of International Golf Maintenance in 1994 where he served as President of the world's largest golf course maintenance company. Mr. Zakany has been a Certified Golf Course Superintendent, as designated by the Golf Course Superintendents Association of America, for over 30 years and served on the industry Advisory Board at Lake City Community College's School of Golf Course and Landscape Operations. Mr. Zakany is a member of the Top Agronomic Officers Advisory Board that works in conjunction with the National Golf Course Owner's Association and he also serves as the Agronomic Counsel for the Golf Course Business Consultants Group (CGBC) which is a professional organization that provides owners and operators with golf course related services and advice. Mr. Zakany has an Associate of Science Degree in Golf Course and Landscape Operations from LCCC and is an active member of several advisory organizations and groups

SCOTT ZAKANY, Certified Golf Course Superintendent

Professional Experience

Cypress Golf Course Services
President, Co-Founder
Apollo Beach, FL

January, 2010-Present

Championship Golf Course Services
President
Sarasota, Florida

July, 2008- December, 2009

International Golf Maintenance, Inc.
President, Co-Founder
ChampionsGate, Florida

1994 – June, 2008

ISS Golf Services (Currently called ABM)
Vice President
Tampa, Florida

1988 - 1994

The Evergreen Club
Golf Course Superintendent
Stuart, Florida

1987 - 1988

City of Pompano Beach Golf Course
Golf Operations Manager
Pompano Beach, Florida

1982-1987

Education	Lake City Community College Associate of Science, Golf Course Operations Graduated Magna Cum Laude, 1981
Associations	Golf Course Superintendents Association of America Florida Turfgrass Association Florida Golf Course Superintendents Association South Florida Golf Course Superintendents Association (Past Vice President)
Licenses	Certified Golf Course Superintendent since 1987 Florida Restricted Use Pesticide Applicator Florida Certified Pest Control Operator Turf and Ornamental - Department of Health & Rehabilitative Services- Lic #JF163811 Best Management Practices- 2009
Affiliates	Golf Course Business Consultants- Agronomist 2004- present (Current President) Top Agronomic Officer- National Golf Course Owners Association- 2003-present Industry Advisory Board- Lake City Community College, School of Golf Course Operations- 1995- present

Partial Agronomic/Maintenance and Consulting List in Florida

Babe Zaharias Golf Club	Tampa, FL
Breckenridge Golf and Tennis Club	Ft Myers, FL
Brevard County Courses	Melbourne, FL
Bobby Jones Golf Complex	Sarasota, FL
Cross Creek Golf Club	Ft Myers, FL
Eagles Golf Club	Oldsmar, FL
Hernando Oaks Golf Club	Brooksville, FL
Highlands Reserve	Davenport, FL
Indian River County	Vero Beach, FL
IMG Academy Golf Course	Bradenton, FL
Ironwood Golf Club	Gainesville, FL
Longboat Key Club	Longboat Key, FL
The Village of North Palm Beach	North Palm Beach, FL
Pompano Beach Golf Course	Pompano Beach, FL
Rocky Point Golf Course	Tampa, FL
Roger's Park Golf Course	Tampa, FL
Highland Lakes Golf Club	Palm Harbor, FL
Highland Lakes East Golf Club	Orlando, FL
Highland Lakes West Golf Club	Orlando, FL
Saddlebrook Golf Resort	Wesley Chapel, FL
Terraverde Golf Course	Ft Myers, FL
Timacuan Golf Club	Orlando, FL
Vista Royale	Vero Beach, FL
Weston Hills	Weston, FL
Windermere Golf Club	Windermere, FL

Cypress Golf Course Services

Initial Property Review: Saddlebrook Resort May 2015

Overview

Cypress Golf Course Services (CGCS) visited Saddlebrook Resort for an initial maintenance overview and evaluation. The purpose for these visits was to be able to view the course and property conditions from an “outsiders” point of view and of the experience of the daily fee and resort golfer. Our visits gave us the opportunity to get a better understanding of the existing golf course conditions and the potential challenges that an owner would have operating the course now and into the future.

We evaluated the overall conditioning of the golf course from an agronomic standpoint and compared it to what we deem a normal resort course maintenance program baseline. This benchmarking includes fertility, herbicides, insecticides, irrigation, playing surfaces, roughs, staffing levels, cultural practices, non-primary areas and deferred maintenance. The intent of the report is not to place blame on prior management or to say that the current management is not doing some of the things that is outlined in the report. It is an outsider’s point of view that sees golf course properties all over the state and the challenges that they face are similar to the ones being faced at Saddlebrook.

Existing Conditions

In this section, we will describe overall conditions and address situations that are within a normal golf course maintenance budget to bring the golf course up to or keep the golf course at premium level standards. Many of the recommendations are applicable to all the turf areas with different frequencies, etc. To avoid being redundant, we left some the repetitive items to one specific area (greens, tees, fairways, etc.) even though they may apply to all the areas.

Greens:

The greens were discolored and had an apparent lack of fertilizer as they were off-color during our visits. While this can be a result of many factors, it can also be a reflection of in-proper use of wetting agents and organic fertilizers to draw heat in to the top surface of the turf.

Playability of the surfaces seemed to be good and consistent from green to green with the exception of several bare spots throughout. The green's soil mixture seemed like it was lacking in aerification as soil probes showed an abundant organic layer.



A four to five inch organic layer was prevalent on all the greens

Recommendations:

Increase the frequency of aerifications from 3 times per year to 5-6 times per summer.

The main purpose of aerification is to relieve surface compaction, which in turn improves surface water infiltration, allows for good root penetration, provides for easier air exchange in the soil, improve nutrient uptake, increases turf grass vigor and removes thatch and the potential for disease.

Aerify the greens a minimum of 5 times per year with a minimum of a ½” tine with one summer aerification using a 5/8” tine. This will allow for more of the thatch accumulation to be eradicated and help with the displacement of the soil to this layer.

Utilize alternative foliar applications weekly and a bi-weekly granular application of a 1:1 ratio of N: K. A blend of nutrients that make a beneficial soil are preferred over straight macro nutrient. The blends of Amino Guard, Compost Tea, Si-Fi, Kelp, and Bacteria Optimizers are all beneficial nutrients that have already been incorporated in to the programs. In addition, utilizing natural organic fertilizers can promote less top growth and less leaching as well as help to suppress nematode activity and should be incorporated after the organic matter/aerifications have been addressed.

When done on a timely basis to actively growing turf, vertical mowing can be used to remove mower-induced grain on greens and reduce thatch. In addition, vertical mowing can be used to thin turf so that a better job of reel mowing can be done. The verticutting should be followed by a light topdressing operation and at a minimum of every other week on the Saddlebrook Course and weekly on the Palmer Course to improve on the dilution of the thatch accumulation.

Topdressing encourages rooting, aids in thatch decomposition, stimulates new growth, provides microorganisms antagonistic to parasitic fungi, provides nutrients to the turf and makes the ball roll true and faster.

Although a small amount of thatch (one-quarter to one-half inch) is desirable to provide a certain amount of resiliency, thatch is the greatest single limiting factor in the development of fast, uniform greens.

Research has shown that incorporating topdressing into the soil profile is the only cultural practice that significantly reduces and/or manages thatch accumulation. Although topdressing does not prevent the development of stems and roots, which contribute to thatch buildup, it does keep the thatch separated and the microbes’ health to prevent dense, compacted mats from forming. By mixing suitable topdressing materials with the organic material, thatch layers, as such, will not develop and will decompose faster.



New roots can be seen coming out the bottom of the organic layer thru the recent aerification hole



Green edges are weedy and bare spots are prevalent on some of the green surfaces

Tees:

Overall the tees were in a similar shape as the greens. Good turf coverage and density for the most part, however some weeds and thin turf were scattered throughout. Mowing heights and color were acceptable for this time of year; however they will need to work on better rooting and uniformity once the growing season is in full swing. Some shade issues were causing some turf thinning and that needs to be addressed with all areas and trees.

Increased fertility levels will help the healing process of the turf when combined with an aggressive weed control strategy. In addition to the daily topdressing regiment, it would be beneficial to increase the aerification tine size to 5/8" and a heavier topdressing program to help keep the tees level. Mowing heights of .500 should be maintained year round to not subject the turf to the damage that lower heights can cause during the rainy season or winter months when the overall growth is not occurring as rapidly as during the growing season.

Recommendations:

The goal should be to have the tees and the other playing surfaces of the course as weed, insect and disease free as possible while accepting a threshold of pests that do not negatively affect revenue. In order for IPM to work as a viable system the golf course superintendent must be familiar with the turf grasses, the environment, and with the signs and symptoms of primary, occasional, and potential turf pest problems on his/her respective property.



Teeing grounds and high visibility areas need to be weed free and full of turf. This picture shows one of the pro tees on the Palmer Course that should be kept at an optimum level for the academy golfers

Fairways / Roughs:

Overall the fairways and roughs were in average shape with some early season weed pressures throughout on all fairways with some areas having more weed pressure than other's. Overall good turf density was present but lots of deferred weed pressures were there.

Large patches of grassy weeds exist in the roughs. Most grassy weeds are a sign of low fertility, compaction, and lack of preventative measures. Chemical treatment is needed to eradicate the unattractive weeds and these areas should be treated at the same time as the fairways are being treated.

Recommendations:

Fertility and a healthy turf are what will work best for getting turf density and minimizing the weed pressures. While an overall turf management plan is required, there are several, less expensive means in which to get there. Having chemicals sparged on a fertilizer carrier is a tricky application to get uniform distribution to the turf which can limit its effectiveness. While it can be argued that the application can kill two birds with one stone, it can also be said that it is not necessary for good turf conditions. A proper management program takes a combination of mowing frequencies, proper cultural practices and a combination of pre and post emergent herbicides. In addition, aerification of turf areas can penetrate the barrier created by the pre-emergent herbicide which can limit its effectiveness.

While Primo is a good product to help slow the growth rate of turf while at the same time reducing labor.

Best Management Practices (BMP's) try to limit the amount of inputs during May thru September as a direct result of the amounts of rainfall that is present in Central Florida during that time period. The most important aspect of a fertilizer program is to ensure that the materials used do not contaminate the soil and/or groundwater. The first step in arriving at a sound plant nutrition program is to have the soil analyzed to determine pH, salt content, calcium, magnesium, phosphorous and potassium availability and balance. From this information a valid fertilizer program can be developed with the assurance that excess nutrients will not be applied.

Nitrogen is the nutrient used by grasses in the largest quantities. Its function is to stimulate vegetative growth and provide the grass with green color. Nitrogen fertilization should be determined by color, density, and rate of growth (clipping yields) of the grass.

Interpretation of soil nitrogen analysis to exact amounts, which are available to the plant, is difficult. For this reason, nitrogen rates should be adjusted, but not solely based on site testing. Leaching of nitrate nitrogen can be safely regulated by making controlled applications (spoon feeding), using controlled materials (slow-release) or using a combination of these approaches. Controlled applications can be made by using soluble fertilizers and applying the materials with a sprayer that has been calibrated to put out an accurate amount of material per acre. Using this method, the superintendent can personally control the rate and frequency of fertilizer application, and thereby reduce the tendency to apply excessive amounts of nitrate and ammonium forms of nitrogen on an infrequent basis.



Goosegrass strategies will be covered in the weed control section of the report



Fairway/ Rough delineation looked good and increased awareness has assisted in this process

Irrigation:

It is tough to determine without having a schedule of watering practices on hand to determine water usage, however the watering program and turf coverage seemed to be adequate. Some irrigation scars in the turf were noticed and a lot of valve boxes and heads were not to grade but most areas seemed to have the proper coverage.

Recommendations:

A definitive description of how to irrigate is elusive because of many variables to consider, i.e. slope, soil type, height of cut, rooting depth, weather factors and the performance of the irrigation system itself. The only way for the superintendent to master the irrigation of every corner of his course is through careful study and trial and error. Experience is the best teacher when it comes to fine-tuning irrigation management skills.

Given the imperfect nature of any irrigation system in the content of the variables notes above, the most likely should be different areas of the course over watered, correctly water and under watered. Trying to achieve the most appropriate balance, preferably on the drier side, should be the goal of the irrigation program. Water management is one of the most important jobs of the superintendent. On golf courses throughout the United States, more damage is typically done by over watering than by under watering.

Irrigation scheduling involves answering two questions, when to irrigate and how much water to apply. Once these two questions have been answered, the schedule will need to be adjusted for rainfall and refined as experience is gained.

Irrigation should be scheduled only when the turf needs it, i.e. just before it begins to stress. One method that can be used in determining when to irrigate is visual inspection of the turf. When the grass begins to turn a bluish-gray tint, or leaf blades curl or fold, footprints linger in the grass long after being made and/or a soil probe indicates the soil is dry, it is time to irrigate.

When irrigation is applied, it should be applied so that deep watering is accomplished. Deep, infrequent irrigation promotes deep root development. Also, cycling irrigation helps increase permeability, decreases run-off, and conserves water.

The irrigation system should be maintained on a regular basis and the irrigation operators should be required to attend service seminars to keep updated on the latest development and trends in the industry.

The course has basically 27 holes in a more mucky/wet environment while the Palmer course has nine holes that are located on more of a sand ridge. Watering practices will obviously be different on these dryer holes and closer attention needs to be paid to them as they will dry out more rapidly and take longer to come back if not caught when symptoms first develop.



Irrigation controllers have some hydraulic issues of leaking which can lead to heads running all night or pressure issues if not addressed

Drainage:

The drainage seemed adequate on the golf course however we are in the middle of the dry season. Several of the greens appeared to be on the wet side with the presence of algae during this period is not normal.

Recommendations:

Locate all of the greens drainage blow outs and flush the drains. Since the greens have subsurface drainage, a complete set of as-builds should be available (if they were not destroyed in the fire) or from the contractor when the greens were built. Either way, they should be found, flushed and air blown thru the drain tile to remove any methane vapors that may be trapped in the drain tile. This will improve the oxygen levels in the greens and help move the water out of the profile and off of the surface so this algae cannot form as readily.

In addition, there are several drains on the property that have become un-functional over the years or sunken where they get trapped with even the slightest amount of debris. These drains should be brought up just below grade and extended as to remove the eyesore of the depression.

All of the other drains were mostly edged out and should be mapped and ready for the rainy season around the corner. Drains along cart paths and near wet areas should be cleaned and flushed so they can be prepared for the rainy season.



Low drains should be raised and leveled prior to the rainy season



Drains along paths or low areas that receive a lot of rain from run off need to be cleaned out on a regular basis

Detail:

One of the first areas that get over looked at a facility that is “short on labor” is the detail. This includes the routine edging around and weed-eating of valve boxes, irrigation heads, cart paths, bunker edges, and maintaining landscape and ornamental beds on the course and around the restrooms.

With the premium being placed on labor in the market area, any services that can be performed more efficiently or less labor intensive is highly recommended. Once a full site-analysis is completed, an accurate account for the labor needs can be determined. Since labor represents the largest percentage and line item amount of any golf course budget, having a thorough understanding as to frequencies, types of services, labor audits, etc. can find out a lot about a maintenance operation.

Recommendations:

A labor audit has been conducted and the staffing levels to achieve the desired results have been recommended. There are two schools of thought on how to address labor needs and incorporating the new helpers in to the labor pool. While some jobs can be achieved by utilizing part time help on a “task and go” basis, the nucleus of the crew should be developed thru performance and work ethic.

A successful program that we have implemented and has worked out very well is thru a detail crew. In short, detail crew supervisor/foremen is in charge of several staff members whose sole

purpose is to perform the routine detail practices on the golf course as indicated above. The reason why this is most effective is that there is very little training involved (once the detail foremen is established), course knowledge and learning the way around the course is easily taught, this is the most labor intensive part of the operation and the “new guys” should get a taste of this before the graduate to the equipment operation level, and they appreciate the eye for detail versus just a function of their job. If they are well equipped with stick edgers, pruning shears, shovels, rakes, vehicles, trash cans, etc., they can keep up with all the duties before they become obvious or put on the back burner. When a vacancy position becomes available, one of these guys/gals could be promoted to that next level and fully understands the intricacies of the position they are now in.

The following photos are examples of “lack of detail” and a guest paying for the experience should never see. These are not meant to cause embarrassment but more of a realization that a guest has a choice whether they return or not based on their experience. This holds true to guest services, hotel, maintenance, transportation, restaurant and pro shop operations, etc. This is something that everyone knows but it was one of the main things that I noticed while visiting the property multiple times.



First arrival at Palmer course looked great. Mulch blended in with the resort and felt like it was a continuation of the resort experience



Last Impression was at the 18th green on the Saddlebrook course where I would be spending my time shaking hands of my competitors, putting my glove and balls/tees in my bag



Weeds in beds at a tee



Weeds in a bed leading up to a tee surface



No plants look better than dead plants



Cypress Mulch around a pine tree does not look as natural as pine straw around a pine tree



If ropes are not moved on a regular basis, it makes no sense to have them up

Maintenance Facility:

Overall the maintenance facility was being rebuilt from the fire. In addition to the overall condition, it is imperative that all record keeping and reports are available for quick access in case of a situation that may come up. Ensuring that pesticide records, fertilizer records, MSDS sheets are available, water management reports are sent in and all licenses and permits are up to speed is of high importance.

Recommendation:

Ensure that a proper facility maintenance checklist is followed and that all records are being managed properly. Keeping weeds under control in the areas that were not damaged could be improved upon especially since new equipment is arriving. Ownership is investing a lot of capital dollars into the equipment fleet and proper care and storage needs to be maintained. Any junk equipment can be sold by on-line auction or parted out if need be but it is important to make room for the operating equipment and ensure that the junk or parted out equipment is not taking up valuable space in the maintenance area.



If it is not being used or used in the past couple of years, it should be hauled away or sold as junk

Bunkers:

Consistency of the sand within the bunkers is the determining factor as to the playability of the bunkers themselves. Maintaining bunkers is never-ending, timely placement of sand is important in order to maintain proper depth and regular manicuring must occur in order to ensure proper appearance. One must also determine a reconstruction timetable so that the bunkers continue to drain properly.

Bunkers are being raked mechanically. Our observations indicated that the frequencies of raking the bunkers on a weekly basis should increase as we are in the middle of the play season. They should be raked at least four times per week and spotted raked on the days when mechanical raking is not being done. At the same time, having trained operators not using machinery to save time and knock sand off the faces is something that training can take care of.

Recommendation:

Some of the bunker slopes are weak and have a large amount of weed pressure on them. Spot fertilizing the slopes with an organic sludge is common practice. This may create more mowing/trimming, but the slopes will be much stronger and have a better appearance. Ensure that all operators are properly trained in where to rake, where to pull up the edges and how to enter and exit a bunker.

Increase the frequency of the bunker edging program and also consider once staffing levels are where they should be, hand raking all the small bunkers and all of the greenside bunkers. This gives the bunkers an overall better look and playability as well as keeps the sand on the bunker face in check. Most of the time if no significant rainfall has occurred the day/night before, the bunkers can be easily spot raked for same day play.



Most of the small bunkers could be hand raked more efficiently and give it an overall better look



Increased bunker fertility and edging will give the bunkers a better overall appearance

Weed Control:

The weed control has been a hot topic for the course for quite some time and one of the toughest challenges that we all face. Limitations are put on overseeded turf and pre-and post-emergent strategies are of the utmost importance in order to properly combat the weeds. Years ago, combination mixes were in-expensive and tank mixing for broadleaf weeds, grassy weeds and sedges were much easier and cost effective to do. Spot treating weeds with a sprayer is not as effective when you have large populations of weeds as they are time consuming and chemical usage is increased because multiple applications are necessary. Spot treating with a hand wand is effective but can it is hard to get the correct dosage of chemical because calibration is lost when a “heavy hand” is used. The best strategy when you have a proliferation of varieties and types of weeds is to attack a certain family of weeds at a time with an accurate dosage of product that gives the quickest results. Most weed control strategies are dictated by weather (rain or wind can stop what you are doing), does the product need to be rinsed in for root absorption, or does the product need to be applied where it can effectively dry on the leaf (early spraying can minimize the efficacy of the application).

Based on the spraying equipment, a typical golf course can apply approximately 25 acres of product per week before a repeat (timely) application can follow. Grassy weeds can take up to 3-4 applications where a broadleaf weed or sedge can be controlled in 1-2 applications. Spraying a weed when it is actively growing or in its younger state is the best timing for the control strategy versus when the plant is mature and began to harden off.

With that said, a good strategy would be to concentrate on the green complex, tees and tee complexes and par 3's first before proceeding to the roughs.

Grassy weed control for the crabgrass and goosegrass would be an application of Sencor (Tricor is its generic equivalent) at 1/3rd pound of product per acre followed up a week later with Simazine at 1 quart per acre.

This should all be combined with a pre-emergent strategy backed up from the anticipated overseeding date to ensure that there is not a residual effect on the overseed germination with a product that may have traces remaining in the soil. If roughs are going to be seeded in the fall and fairways not seeded, it is imperative to make sure that the lines of demarcation are determined sooner than later so this barrier can be developed. New pre-emergent products can remain in the soil for 6-8 months and miss-applications or changing mowing patterns at a later date can cause future problems that we can avoid.

Other areas for consideration:

150 Yardage markers- While these are important for a guest to determine proper club selection, these areas are inconsistent and are an eyesore. In addition, these areas can cause a rules situation at the club and should be looked at for a change of thought.

One method that we have used at several similar clubs is to put a sleeve at the middle of the fairway (12" deep X 2" pvc) with a 40" high stake (you get three stakes out of a 10' stick) that is 1.5" diameter with a cap. Two stripes of vinyl tape spaced evenly apart makes for a good target from the tee, easily removed by golfers and staff, and do not interfere with play.





The 150 marker is easy to move and does not create a playability issue

Nursery Greens:

Having a viable nursery to take sod pieces and harvest cores and plugs for repair is imperative for a golf maintenance operation. Current greens have been catabolized beyond repair and replacing these greens sooner than later can save a lot of money in the long run. Even though grass varieties remain the same, nursery stocks change over time at sod farms and no two tiffdwarf or tifeagle farms grass are the same as they were many years ago.

Stripping the existing turf off the greens, adding a 6 inch greens mix to them and creating a new surface is an efficient way to get these greens back. After the green is ready for planting, during the next aerification, all the cores that are harvested could be brought to these two greens and spread out and grown in by conventional means.

After the grow-in process is complete, it is imperative to treat these greens the same as all the remaining greens so that they stay in great shape and are a source of sod and plugging operations with both Tifdwarf and Tifeagle grasses.



This Tifeagle nursery can be renovated and fixed for very little cost



The Tifdwarf sod nursery green should be renovated as well

Academy and Sports Practice Areas:

All of these areas are revenue generating areas and extra attention is imperative to the long term success. These areas are heavily used and used at all hours of the day and need to be addressed differently than the rest of the golf related facility. The “Scoring green” is in serious need of repair and is a first impression on a potential new student coming to the resort for the first time. Having a dedicated staff that can work with the academy, grass tennis courts, and practice sports fields should be considered for additional care and man-power. To what extent, it is something that should be addressed with the academy leaders as to playing schedules and use during different times of the year so aerifications and routine maintenance schedules can be worked around them.

Summary:

From a turf standpoint, the key areas that needed attention were the overall presence of weeds in the turf, fertility programs (overall color), and the detail aspects of the course.

I realize through the various meetings and discussions that things are headed in the right direction with Chip and his soon to be appointed assistant. It is also been a challenge to be short staffed and limited on equipment all of which is being addressed.

Look forward to seeing the improvements on my next scheduled visit, and if you have any questions in the mean- time, please don't hesitate to call.

Respectfully Submitted,

Scott Zakany, CGCS
Cypress Golf Course Services

Consulting Agreement

Between

Cypress Golf Course Services (hereinafter referred to as “consultant”)

And

Heritage Harbor CDD (hereinafter referred to as “Client”)

- I. This Agreement shall be in effect from November 1st, 2019 and shall remain in effect until October 31st, 2020. This Agreement may be extended beyond the initial term at the consent of both parties.
- II. For purposes of this Agreement a consultant (Scott Zakany, CGCS) shall provide on-site visits at the club for the purpose of the golf course maintenance practices and providing direction to the client for evaluation of the on-going improvements to the course.
- III. Scope of services rendered, and fee schedule will include but not be limited to:
 - Initial maintenance evaluation of the golf course maintenance activities and programs and report to appropriate CDD board members
 - Follow-up evaluations and visits as deemed necessary by CDD
 - Meeting with CDD Board to discuss initial findings and prepare a plan for follow up visits and reporting
- IV. For the services rendered hereunder, client shall pay to CONSULTANT, the billable consulting fee of \$1500 per visit.
- V. Termination clause- Client can terminated the services of consultant at any time giving thirty (30) days written notice to consultant.

In witness hereof, the parties have executed this Agreement:

Client

Consultant

Heritage Harbor CDD
Raymond Lotito

Cypress Golf Course Services
Scott Zakany, CGCS

Date

Date

Witness

Witness

Date

Date

EXHIBIT 10

Christmas Light

Installation by Design Scapes

4514 New Dawn Ct.
Lutz, FL 33558

Cell 813-390-4497

Pro Player Ins. @ 1M 2M Policy #MP0009005003860

Agent name Alicia Graham (239) 672-8194 christmaslightinstall@hotmail.com design.scapes@hotmail.com

INVOICE SUBMITTED TO: design.scapes@hotmail.com www.designscapesbyrobert.com

Invoice



Date: 10-3-2019

NAME: Heritage Harbor CDD	PLEASE MAKE CHECK PAYABLE TO Design Scapes by Robert Draper, Inc.
ADDRESS: 2634 Cypress Ridge Blvd. Suite 102	All bad materials from last year will be replaced.
CITY, STATE: Wesley Chapel, FL 33544	We are adding plug protector covers to each
PHONE NUMBER (813)434-7802	male and female plug on each strand and ext. cord.

We hereby propose to furnish the materials and to perform the labor necessary for the completion of:

Quantity	Description	Total
	Materials/Decorations Deposit for install and removal for 2019/2020 due before Install Oct.25 th 2019----- Main Entrance plus island and East Entrance (East added in 2016). Install will start between Oct. 25 th and Oct. 28 th . <i>All material that do not work from last year will be replaced.</i>	\$3,150.00
	Remainder will be billed and owed after all installation is complete November 1 st 2019----- -	\$3,150.00
	<u>MISC.</u> timers(),plugs(),ext. cords(), hooks/hangers(), stakes(), & storage boxes() etc....	
	TAKE DOWN SERVICE: SMALL TO MEDIUM \$_____ PRE PAY \$_____ AFTER. _____	
ACCEPTANCE OF QUOTE The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Signature: _____ Date: _____		SUB-TOTAL: \$6,300.00
		TAX:
		TOTAL: \$6,300.00

All materials are to be specified on this proposal. The work will be performed on an agreed upon date and completed on or after that date. All work will be completed in a workmanlike manner.

Owner operator: Robert Draper

DATE: 10-03-2019

*Additions of material after this QUOTE has been completed and signed can result in additional costs and delays in completion of work. Any delay on the procurement of materials is beyond our control. We will not be responsible for inadequate, faulty, or overloaded electrical sources at the place of service.

EXHIBIT 11

Patricia Thibault

From: BENJAMIN CODDINGTON <bcodding@hcsso.tampa.fl.us>
Sent: Monday, October 14, 2019 9:52 AM
To: Patricia Thibault
Subject: Re: Off Duty Pay Rate Increase

So leave 5 open shifts (20 hours) each month starting in January or starting now to off-set the increase? Also what is the Budget year for Heritage Harbor?

Sergeant Ben Coddington #122124
Hillsborough County Sheriff's Office
Child Protective Investigations Division
1501 N. Falkenburg Road Tampa, FL 33619
Office: (813) 627-2008
Fax: (813) 242-1842
E-Mail: bcodding@hcsso.tampa.fl.us

Public Records Notice: Under Florida law, e-mail addresses are public record. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact the Hillsborough County Sheriff's Office via telephone at 813-247-8000 or US Mail at P.O. Box 3371, Tampa, FL 33601.

From: "patricia comings-thibault" <patricia.comings-thibault@dpfg.com>
To: "CODDINGTON, BENJAMIN" <bcodding@hcsso.tampa.fl.us>
Sent: Monday, October 14, 2019 9:33:53 AM
Subject: RE: Off Duty Pay Rate Increase

Lets do it,

Patricia Thibault
DPFG
Senior District Manager
250 International Parkway, Suite 280
Lake Mary, FL 32746
Office (321)-263-0132; extension 4205
Cell (407) 221-9153

From: BENJAMIN CODDINGTON <bcodding@hcsso.tampa.fl.us>
Sent: Tuesday, October 8, 2019 1:40 PM
To: Patricia Thibault <patricia.comings-thibault@dpfg.com>
Subject: Re: Off Duty Pay Rate Increase

You have asked me to keep 4 shifts open every month (1 shift = four hours, 4 shifts = 16 open hours each month) so if we need to add another open shift to off-set the price increases let me know (5 shifts = 20 open hours each month).

EXHIBIT 12

Heritage Harbor Community Development District
Time Analysis of Employees
April 2019

Employee	Total Hours	CDD Work Hours	CDD Percentage of Work Hours	HOA Work Hours	HOA Percentage of Work Hours
Kathy Costello	175.5	21	12	154.5	88
Jegors "Jay" Nikiforovs	197	38.5	20	158.5	80

Time Log for Kathy Costello

Signature Natany Lustels

TOTAL HOURS	35
TOTAL ALL HOURS	71%
	49

Jun-19

TOTAL HOURS	59	0.35329341
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TOTAL HOURS	108
	65%
TOTAL ALL HOURS	167

Signature

Jul-19

Signature

HOA Hours								
Phones	DRC forms/ emails	Violation	Newsletter/ Flyers	Event Planning	Website update	Database update/ID Cards	Minutes	Total
1			1		2	1		5
1	2	1		1		1		6
1			1	2		2		6
1			1			2		4
1	2		2			1		6
1	2		1			1		5
1	2		1			2		6
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Aug-19

[illegible]

Signature

EXHIBIT 13

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

ATTN: RAY LOTITO

DATE: October 8, 2019

RE: IRRIGATION REPAIR PROPOSAL

LEVEL: HIGH PRIORITY

1. Replace two-inch electric valve that will not open for Parkway Median Island adjacent to Seamist. COST: \$240.00.
2. Repair one-inch line leak on Club House parking island under the tree roots. COST: \$80.00.
3. Repair three-inch main line leak on Parkway west side between Harbor Lake and Seamist. Leak is under a large tree root. COST: \$220.00.

TOTAL COST: \$540.00.

A handwritten signature in blue ink, appearing to read "Patricia T. Barth", is written over a vertical line.