

***HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Regular Meeting

***Thursday
November 21, 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

November 15, 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, November 21, 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, November 21, 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 – November 7, 2019 – Exhibit 1
95%

IV. Operations

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

V. Administrative

- A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held October 24, 2019 Exhibit 3
- B. Consideration for Acceptance – The October 2019 Unaudited Financial Report Exhibit 4

VI. Business Matters

- A. Consideration & Approval of **Resolution 2020-01**, Authorizing a Lease of Certain Used Golf Course Equipment, and Execution of a Lease Agreement Substantially in the Form Attached to the Resolution as Exhibit “A” Exhibit 5
- B. Consideration & Approval of **Resolution 2020-02**, Authorizing a Lease of Certain New Golf Course Equipment, and Execution of a Lease Agreement Substantially in the Form Attached to the Resolution as Exhibit “A”. Exhibit 6

VI. Business Matters (continued)

- C. Consideration of Greenview Landscape Perennial Proposal - \$660.00 Exhibit 7
- D. Presentation of Golf Course Maintenance Review Report Exhibit 8
- E. Discussion on Salary Increase and Recommendation for Title Change to Clubhouse Maintenance Manager
- F. Board Consideration of Moving the December 19th Meeting to December 17th

VII. Consent Agenda

- A. Ratification of Greenview Landscape Flower Installation Proposal - \$5,270.00 Exhibit 9

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

November 7, 2019

ATTENDING:

LARRY RHUM – GREENVIEW LANDSCAPE

PAUL WOODS – OLM, INC.

SCORE: 95%

**NEXT INSPECTION
DECEMBER 5TH, 2019 AT 10:30 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

HARBOR TOWNE

1. Entrance: Supplement the chlorotic Gardenias with micronutrients.
2. Remove windfall weekly.
3. **Around the perimeter of the pool: Rake down fire ant mounds.**
4. Along the west perimeter boundary: Prune back the Brazilian Pepper and overgrowth extending into the mowable areas.

BOULEVARD

5. South end of the sports field: Prune the Brazilian Pepper overhanging the sidewalk area.
6. I recommend using nonselective controls along the fence. Also, remove the pepper vine and grassy growth on the gate.
7. To the south of seas mist: Verify the irrigation coverage along the Oak tree line.
8. To the south of Monterrey entrance: Prune back the wood line overgrowth disposing discreetly any Brazilian Pepper.
9. Near the Safety Shores /Sandy Shores intersection: Closely monitor for fungal disease in the center median island.

ENTRANCE

10. At the base of the Heritage Harbor waterfall monument: Confirm the irrigation coverage and reduce to allow the soil to dry. Remove the declining Gold Mound Duranta and allow sufficient drying to occur prior to replacing the plant with 7 three-gallon replacements or Copperleaf plants.

CYPRESS GLEN

11. Entrance: Improve vigor in the Vinca in the center median island.

12. Along the District owned roadways: Prune the trees up to 15 feet.
13. Brightwater monument: Improve the turf vigor. Identify if a bus stop is located at this area which may explain the poor turf condition.
14. Across from the Brightwater entrance: Monitor the newly installed Jasmine in the center island. Replace under warranty any plants that fail to thrive.

CATEGORY III: IMPROVEMENTS – PRICING

1. Provide a price to remove 4 large Crape Myrtles, including root zone removal and grading and installing 2 Ligustrum Privets to frame the wedding gazebo area.
2. Along the District owned roadways: Provide a price for tree pruning outside the standard contract.
3. Identify any trees throughout the Cypress Glen entrance obstructing streetlamps on the District owned property and provide a price to prune these trees.

CATEGORY IV: NOTES TO OWNER

1. During today's inspection we observed an abandoned vehicle in the Waterford Landing cul-de-sac. The vehicle was damaged with the airbags deployed and the tag is missing. This vehicle appears to have been involved in an accident.
2. On behalf of OLM, happy Thanksgiving.

CATEGORY V: NOTES TO CONTRACTOR

1. The Blue Daze have done well and appears to be immune from the deer damage. This may be a good plant for consideration at village entrance improvement projects.
2. On behalf of OLM, happy Thanksgiving.

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	1	Brightwater
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10	2	Broad leaf
TURF INSECT/DISEASE CONTROL	10		Fire ants
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10	5	Woodline overgrowth
CLEANLINESS	10	2	Leaf debris
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

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



Date: 11-6-19_Score: 95.0 Performance Payment™ %100_

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____

EXHIBIT 2

HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT



Operations Report – November 2019



ACCOMPLISHMENTS

- **CDD Maintenance Activities Including Gate House, Entrances Monuments, Fountains And Common Areas**
 - **Gatehouse**
 - New Gate Installation By Envera Is On-going. Projected Date For The New Gates And Cameras To “Go Live” Is The Last Week In November.
 - **Christmas Decorations Installed At Community Entrances - Testing On-going**
 - **Completed Items**
 - **Met With Hillsborough County Sheriff’s Office (Deputy Cullinan) In Regards To Methods To Discourage Vandalism On The Golf Course**
 - Suggestions Include Security Lighting At The Rest Facility
 - Installation Of Bougainvillea
 - Neighborhood Watch Programs
 - **Golf Course Turf Improvement Consultants Report**
- **Normal HOA Maintenance Activities Include The Following:**
 - **HOA Pool Area**
 - General Pool Area Maintenance
 - Playground Equipment Repairs
 - **HOA Sports Area Maintenance**
 - Tennis Courts
 - Daily Maintenance Of Tennis Courts
 - Added Clay As Necessary

HCSO Suggestion Number 1 for Improved Security & Decreased Vandalism



**Lift And Trim Bushes Around Facility
Improve Visibility & Reduce Hiding Places**

HCSO Suggestion Number 2 for Improved Security & Decreased Vandalism



**Plant Bougainvillea Due To The Natural Thorns Bougainvillea At Gaps In
Fence
Add Additional Lighting – Possibly From TECO**

CDD COMMON AREAS CHRISTMAS DECORATIONS INSTALLED



Christmas Decorations Installed and Being tested by Vendor

EXHIBIT 3

MINUTES OF MEETING
HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development District was held on Thursday, October 24, 2019 at 6:30 p.m. at Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Thibault called the meeting to order and conducted roll call.

Present and constituting a quorum were:

David Penzer	Board Supervisor, Chairman
Russ Rossi	Board Supervisor, Vice Chairman
Shelley Grandon	Board Supervisor, Assistant Secretary
Patrick Giambelluca	Board Supervisor, Assistant Secretary
Clint Swigart	Board Supervisor, Assistant Secretary

Also present were:

Patricia Thibault	District Manager, DPFG Management & Consulting, LLC.
Raymond Lotito	Field Operations, DPFG Management & Consulting, LLC.
Tracy Robin	District Counsel, Straley Robin Vericker
Scott Zakany	President, Cypress Golf Course Services

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

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Landscape & Pond Maintenance

A. Exhibit 1: Greenview Landscape as Inspected by OLM – October 3, 2019 – 95%

B. Exhibit 2: Aquatics Waterway Inspection Report

FOURTH ORDER OF BUSINESS – Operations

A. Golf Course Report

The Board made a motion to offer a \$500.00 award with Tracy giving us assistance on the exact verbiage.

On a MOTION by Mr. Penzer, SECONDED by Mr. Giambelluca, WITH ALL IN FAVOR, the Board approved the motion offering a \$500.00 award with District Counsel giving assistance on the exact verbiage for the Heritage Harbor Community Development District.
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B. Exhibit 3: DPFG Operations Report – October 2019

FIFTH ORDER OF BUSINESS – Administrative

- A. Exhibit 4: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held October 2, 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 on October 2, 2019 for the Heritage Harbor Community Development District.

- B. Exhibit 5: Consideration for Acceptance – The September 2019 Unaudited Financial Statements

On a MOTION by Mr. Penzer, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board accepted the September 2019 Unaudited Financial Statements for the Heritage Harbor Community Development District.

SIXTH ORDER OF BUSINESS – Business Matters

- A. Exhibit 6: Consideration of Envera Barrier Arm Relocation Proposal - \$110.00/monthly. Install - \$3,193.74

Not allowed by the county.

- B. Exhibit 7: Consideration of Greenview Landscape Perennial Proposal - \$660.00

This item was tabled to the next meeting. .

- C. Exhibit 8: Consideration of Revised Golf Course Bridges Proposal

This item was tabled to a subsequent meeting for further discussion.

- D. Exhibit 9: Consideration of Cypress Golf Course Services Proposal

On a MOTION by Ms. Grandon, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the initial assessment in the amount of \$1,500.00 to be taken out of bond proceeds for the Heritage Harbor Community Development District.

- E. Exhibit 10: Consideration of Design Scapes Holiday Lights Proposal - \$6,300.00

Mr. Giambelluca noted that the address in the proposal (2634 Cypress Ridge Boulevard, Suite 102, Wesley Chapel, FL 33544) is incorrect and should be changed to reflect the address of the current management company, DPGF.

On a MOTION by Mr. Penzer, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved the Design Scapes Holiday Lights proposal, subject to an address change, in the amount of \$6,300.00 for the Heritage Harbor Community Development District.

- F. Exhibit 11: Discussion of Sheriff Pay Rate Increase

On a MOTION by Mr. Rossi, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved the \$33.00/hour pay rate for the Sheriff's Office with the caveat that there will be five less shifts run on a monthly basis for the Heritage Harbor Community Development District.

- G. Exhibit 12: Discussion of HOA and Allocations of Personnel
Mr. Robin to discuss with HOA attorney.

SEVENTH ORDER OF BUSINESS – Consent Agenda

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

On a MOTION by Ms. Grandon, SECONDED by Mr. Rossi, WITH ALL IN FAVOR, the Board approved the Ratification of the Greenview Landscape Irrigation Repair Proposal in the amount of \$540.00 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

Survey is needed to determine property owner of missing fence located on Heritage Harbor and Stonebrier Property line.

On a MOTION by Mr. Rossi, SECONDED by Ms. Grandon, WITH ALL IN FAVOR, the Board approved the motion to pay for a survey, with a not to exceed amount of \$500.00, to determine who owns the plot of land where the missing fence is located on the Heritage Harbor and Stonebrier property line for the Heritage Harbor Community Development District.

C. District Engineer

EIGHTH ORDER OF BUSINESS – Supervisors Requests

Mr. Giambelluca updated the Board on the activities that occurred after the major traffic crash report. An update was made about the ADA compliance status of the sidewalk at the main entrance. Pictures of the new ADA compliant installation will be provided upon request. It was also noted that a dead cat was found near the main entrance and that Hillsborough County removed it.

NINTH ORDER OF BUSINESS – Audience Comments – New Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS – Adjournment

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

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

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

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

Signature

Signature

Printed Name

Printed Name

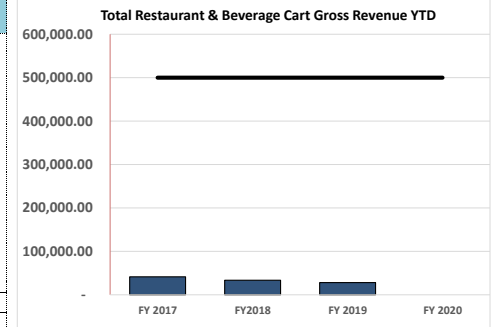
Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 4

Financial Snapshot - General Funds				
Revenue: Net Assessments % Collected YTD				
	FY 2019 Actuals YTD	FY 2020 Actuals YTD	FY 2020 Budget YTD	
General Fund	0.0%	0.0%	0.0%	
Debt Service Fund	0.0%	0.0%	0.0%	
Expenditures: Amount Spent YTD				
	FY 2019 Actuals YTD	FY 2020 Actuals YTD	FY 2020 Budget YTD	
General Fund				
Administration	\$ 21,441	\$ 26,080	\$	26,348
Field	44,233	40,919		62,990
Total General Fund	\$ 65,674	\$ 66,999	\$	89,338
%			%	
% of Actual Expenditures Spent of Budgeted Expenditures			8%	
Cash and Investment Balances				
	Prior Year YTD		Current YTD	
Operating Accounts	\$ 320,133		\$ 434,989	

Financial Snapshot - Enterprise Fund - Restaurant				
Restaurant and Beverage Cart Gross Revenue				
	FY 2017	FY2018	FY 2019	FY 2020
October	41,368.00	33,629.00	28,113.00	
November	38,168.00	41,064.00	26,921.00	
December	37,906.00	37,247.00	29,649.00	
January	29,147.00	29,036.00	23,393.00	
February	41,938.00	54,626.00	21,969.00	
March	54,956.00	46,917.00	38,070.00	
April	44,196.00	30,767.00	31,115.00	
May	43,086.00	41,345.00	45,993.00	
June	46,328.00	29,142.00	43,421.00	
July	32,565.00	24,196.00	32,429.00	
August	34,216.00	29,982.00	33,940.00	
September	29,643.00	28,801.00	34,700.00	
Yearly Total	\$ 473,517	\$ 426,752	\$ 389,713	



Financial Snapshot - Enterprise Fund - Golf Activity

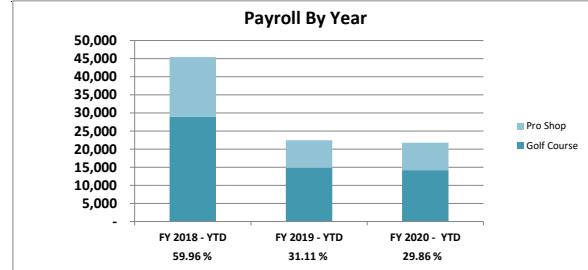
Gross Profit by Golf Activity	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Actual FY 2020 - YTD	Budget FY 2020 - YTD
Golf Course	\$ 63,857	\$ 70,868	\$ 71,718	\$ 77,838
Pro Shop	12,967	2,639	2,631	3,048
Cost of Goods Sold	(1,032)	(1,357)	(1,392)	(1,600)
Total Gross Profit	\$ 75,792	\$ 72,150	\$ 72,957	\$ 79,287

Expenses by Golf Activity	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Actual FY 2020 - YTD	Budget FY 2020 - YTD
Golf Course	\$ 49,907	\$ 52,848	\$ 48,670	\$ 70,100
Pro Shop	37,267	23,277	36,231	64,101
Total Expenses	\$ 87,174	\$ 76,125	\$ 84,902	\$ 134,201

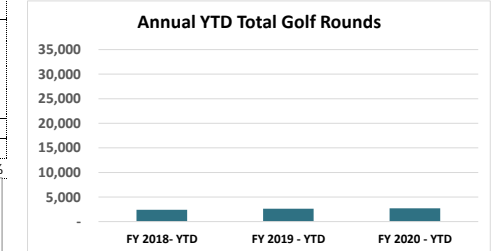
Net Income (Loss) by Golf Activity	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Actual FY 2020 - YTD	Budget FY 2020 - YTD
Golf Course	\$ 13,950	\$ 18,020	\$ 23,048	\$ 7,738
Pro Shop	(25,332)	(21,994)	(34,992)	(62,653)
Total Net Income (Loss) B4 Depreciation	\$ (11,382)	\$ (3,974)	\$ (11,945)	\$ (54,915)
Total Depreciation Expense	-	18,555	18,555	-
Total Net Income (Loss) After Depreciation	\$ (11,382)	\$ (22,530)	\$ (30,500)	\$ (54,915)

Debt Service	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Actual FY 2020 - YTD	Budget FY 2020 - YTD
Principal Payment	\$ -	\$ -	\$ -	\$ -
Interest Payment	-	-	-	-
Prepayment Call	-	-	-	-
Bond Refunding	-	-	-	-
Total Debt Service Payments	\$ -	\$ -	\$ -	\$ -

Payroll by Activity	Actual FY 2018 - YTD	Actual FY 2019 - YTD	Actual FY 2020 - YTD	Budget FY 2020 - YTD
Golf Course				
Payroll- Hourly	\$ 23,710	\$ 12,155	\$ 11,702	\$ 22,917
FICA Taxes	3,654	1,483	1,141	3,667
Life and Health Insurance	1,663	1,212	1,345	2,367
Total Golf Course	29,027	14,850	14,187	28,950
Pro Shop				
Payroll- Hourly	13,452	6,195	6,168	12,417
FICA Taxes	2,073	801	795	1,987
Life and Health Insurance	896	601	631	17,000
Total Pro Shop	16,421	7,597	7,594	31,403
Total Payroll	\$ 45,448	\$ 22,447	\$ 21,781	\$ 60,353
% of Revenues	59.96%	31.11%	29.86%	76.12%



Actual Rounds of Golf by Month	FY 2018 - YTD	FY 2019 - YTD	FY 2020 - YTD
October	2,405	2,612	2,711
Total Rounds	2,405	2,612	2,711
Average Price per Round	\$ 26.45		



Heritage Harbor Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2019

Heritage Harbor CDD

Balance Sheet

October 31, 2019

	General Fund	Golf Course & Pro Shop	Debt Series 2018	Construction	Consolidated Total
<u>ASSETS:</u>					
CASH - HANCOCK OPERATING ACCOUNT	\$ 99,843	\$ -	\$ -	\$ -	\$ 99,843
CASH - BU OPERATING ACCOUNT	24,502	-	-	-	24,502
CASH - HH OPERATING ACCOUNT	8,542	-	-	-	8,542
CASH - SUNTRUST	5,712	-	-	-	5,712
CASH - MONEY MARKET	246,505	-	-	-	246,505
CASH - HH ENTERPRISE ACCOUNT	-	144,897	-	-	144,897
CASH - FIFTH THIRD BANK	49,885	135,460	-	-	185,345
CASH ON HAND	-	600	-	-	600
INVESTMENTS:					
REVENUE FUND	-	-	43,775	-	43,775
RESERVE TRUST FUND	-	-	65,884	-	65,884
INTEREST FUND	-	-	-	-	-
CONSTRUCTION TRUST FUND	-	-	-	284,948	284,948
ON ROLL ASSESSMENT RECEIVABLE	736,507	-	329,423	-	1,065,930
ACCOUNTS RECEIVABLE	22,200	197	-	-	22,397
DEPOSITS - UTILITIES	1,890	3,456	-	-	5,346
DUE FROM OTHER FUNDS	-	-	2,728	-	2,728
INVENTORY ASSETS:					
GOLF BALLS	-	6,654	-	-	6,654
GOLF CLUBS	-	198	-	-	198
GLOVES	-	3,169	-	-	3,169
HEADWEAR	-	1,764	-	-	1,764
LADIES WEAR	-	724	-	-	724
MENS WEAR	-	1,614	-	-	1,614
SHOES/socks	-	52	-	-	52
MISCELLANEOUS	-	2,357	-	-	2,357
INVESTMENTS CD	-	21,489	-	-	21,489
TOTAL CURRENT ASSETS	1,195,586	322,632	441,811	284,948	2,244,977
<u>NONCURRENT ASSETS</u>					
LAND	-	1,204,598	-	-	1,204,598
INFRASTRUCTURE	-	6,011,912	-	-	6,011,912
ASSUM. DEPRECIATION-INFRASTRUCTURE	-	(5,696,908)	-	-	(5,696,908)
EQUIPMENT & FURNITURE	-	853,044	-	-	853,044
ACCUM. DEPRECIATION - EQUIP/FURNITURE	-	(853,044)	-	-	(853,044)
TOTAL NONCURRENT ASSETS	-	1,519,602	-	-	1,519,602
TOTAL ASSETS	\$ 1,195,586	\$ 1,842,234	\$ 441,811	\$ 284,948	\$ 3,764,579

Heritage Harbor CDD

Balance Sheet

October 31, 2019

	General Fund	Golf Course & Pro Shop	Debt Series 2018	Construction	Consolidated Total
LIABILITIES:					
ACCOUNTS PAYABLE	\$ 39,819	\$ 49,396	\$ -	\$ 4,778	\$ 93,992
DEFERRED ON ROLL ASSESSMENTS	736,507	-	329,423	-	1,065,930
SALES TAX PAYABLE	910	9,202	-	-	10,112
GIFT CERTIFICATES	-	764	-	-	764
RESTAURANT DEPOSITS	19,500	-	-	-	19,500
DUE TO OTHER FUNDS	2,728	-	-	-	2,728
TOTAL CURRENT LIABILITIES	799,464	59,363	329,423	4,778	1,193,027
TOTAL LIABILITIES	\$ 799,464	\$ 59,363	\$ 329,423	\$ 4,778	\$ 1,193,027
FUND BALANCES:					
NON-SPENDABLE (DEPOSITS & PREPAID)	1,890	3,456	-	-	5,346
RESTRICTED FOR:					
DEBT SERVICE	-	-	112,388	-	112,388
1ST QUARTER OPERATING RESERVES	191,412	-	-	-	191,412
INTERNAL BALANCE	-	-	-	-	-
ASSIGNED:					
RESERVES - FOUNTAINS	11,625	-	-	-	11,625
RESERVES - GATE/ENTRY FEATURES	30,142	-	-	-	30,142
RESERVES - IRRIGATION SYSTEM	49,259	-	-	-	49,259
RESERVES - LAKE ENHANCEMENTS	34,875	-	-	-	34,875
RESERVES - LANDSCAPE	34,875	-	-	-	34,875
UNASSIGNED:	42,045	-	-	-	42,045
NET ASSETS					
INVESTED IN CAPITAL ASSETS	-	1,519,602	-	-	1,519,602
RESTRICTED FOR DEBT SERVICE	-	-	-	-	-
UNRESTRICTED/UNRESERVED	-	259,813	-	280,170	539,983
TOTAL LIABILITIES & FUND BALANCES/NET ASSETS	\$ 1,195,586	\$ 1,842,234	\$ 441,811	\$ 284,948	\$ 3,764,579

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

	FY2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - ON-ROLL (Gross)	\$ 736,509	\$ -	\$ -	\$ -
INTEREST	2,700	225	191	(34)
MISCELLANEOUS	-	-	-	-
RESTAURANT REVENUE	78,000	6,500	6,500	-
TOTAL REVENUE	817,209	6,725	6,691	(34)
EXPENDITURES				
GENERAL ADMINISTRATION:				
SUPERVISORS' COMPENSATION	12,000	1,000	-	1,000
PAYROLL TAXES	2,259	188	-	188
PAYROLL SERVICE FEE	-	-	-	-
ENGINEERING SERVICES	9,000	750	1,545	(795)
LEGAL SERVICES	12,000	1,000	-	1,000
DISTRICT MANAGEMENT	66,759	5,563	5,327	237
ACCOUNTING SERVICES	-	-	-	-
AUDITING SERVICES	5,800	-	-	-
POSTAGE & FREIGHT	1,500	125	-	125
INSURANCE (Liability, Property and Casualty)	13,000	13,000	12,637	363
PRINTING & BINDING	2,200	183	-	183
LEGAL ADVERTISING	1,200	100	-	100
MISCELLANEOUS (BANK FEES, BROCHURES & MISC)	1,500	125	3,518	(3,393)
WEBSITE HOSTING & MANAGEMENT	2,265	2,265	2,878	(613)
OFFICE SUPPLIES	500	42	-	42
ANNUAL DISTRICT FILING FEE	175	175	175	-
ALLOCATION OF HOA SHARED EXPENDITURES	21,979	1,832	-	1,832
TOTAL GENERAL ADMINISTRATION	152,137	26,348	26,080	268
FIELD:				
PAYROLL - HOURLY	44,924	3,744	3,943	(199)
FICA TAXES & PAYROLL FEE	5,948	496	485	10
LIFE AND HEALTH INSURANCE	4,998	417	402	15
CONTRACT- GUARD SERVICES	82,000	6,833	4,278	2,556
CONTRACT-FOUNTAIN	1,680	140	140	-
CONTRACT-LANDSCAPE	136,800	21,800	21,800	-
CONTRACT-LAKE	42,436	3,557	3,478	79
CONTRACT-GATES	46,680	4,270	3,700	570
GATE - COMMUNICATIONS - TELEPHONE	3,744	312	214	98
UTILITY-GENERAL	78,000	6,500	403	6,097
R&M-GENERAL	3,000	250	350	(100)
R&M-GATE	3,000	250	-	250
R&M-OTHER LANDSCAPE	34,240	2,853	540	2,313
R&M-IRRIGATION	3,500	292	-	292
R&M-MITIGATION	2,000	167	-	167
R&M-TREES AND TRIMMING	7,500	625	-	625
R&M-PARKS & FACILITIES	1,000	83	-	83
MISC-HOLIDAY DÉCOR	8,500	-	-	-
MISC-CONTINGENCY	55,512	4,626	850	3,776
RESTAURANT EXPENDITURE	69,310	5,776	336	5,440
TOTAL FIELD	634,772	62,990	40,919	22,070
TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)	786,909	89,338	66,999	22,339
OTHER FINANCING SOURCES AND (USES)				
RENEWAL & REPLACEMENT RESERVE				
RESERVE STUDY CONTRIBUTION	30,300	-	-	-
TOTAL RENEWAL & REPLACEMENT RESERVE	30,300	-	-	-
TOTAL EXPENDITURES	817,209	89,338	66,999	22,339
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(82,613)	(60,308)	22,305
NET CHANGE IN FUND BALANCE	-	(82,613)	(60,308)	22,305
FUND BALANCE - BEGINNING	-	-	456,430	456,430
FUND BALANCE - INC IN RESERVE	-	-	-	-
FUND BALANCE - ENDING	\$ -	\$ (82,613)	\$ 396,122	\$ 478,735

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, 2019 through October 31, 2019

	FY2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
OPERATING REVENUE				
GOLF COURSE				
GREEN FEES	\$ 890,997	\$ 74,250	\$ 68,450	\$ (5,800)
CLUB RENTALS	25	255	-	(255)
RANGE FEES	38,804	3,234	3,268	35
HANDICAPS	100	100	-	(100)
TOTAL GOLF COURSE REVENUE	929,926	77,838	71,718	(6,120)
PRO SHOP				
GOLF BALL SALES	22,800	1,900	1,713	(187)
GLOVE SALES	6,000	500	508	8
HEADWEAR SALES	3,775	315	151	(164)
LADIES WEAR SALES	-	-	-	-
MENS WEAR SALES	2,000	167	112	(55)
MISCELLANEOUS SALES	2,000	167	148	(19)
TOTAL PRO SHOP REVENUE	36,575	3,048	2,631	(417)
RENTAL	-	-	75	75
SALES DISCOUNT	-	-	-	-
TOTAL OPERATING REVENUE	966,501	80,886	74,424	(6,462)
COST OF GOODS SOLD				
COS-GOLF BALLS	12,136	1,011	1,026	15
COS-GLOVES	3,314	276	269	(8)
COS-HEADWEAR	1,880	157	37	(120)
COS-LADIES WEAR	-	-	-	-
COS-MENS WEAR	1,008	84	-	(84)
COS-MISCELLANEOUS	858	72	61	(11)
TOTAL COST OF GOODS SOLD	19,196	1,600	1,392	(208)
GROSS PROFIT	947,305	79,286	73,032	(6,254)
OPERATING EXPENSES				
GOLF COURSE				
PAYROLL-HOURLY	275,000	22,917	11,702	11,215
PAYROLL-INCENTIVE	500	500	-	500
FICA TAXES & ADMINISTRATIVE	44,000	3,667	1,141	2,526
LIFE AND HEALTH INSURANCE	28,400	2,367	1,345	1,022
WEB SITE DEVELOPMENT	-	-	-	-
ACCOUNTING SERVICES	4,210	351	345	6
CONTRACTS-SECURITY ALARMS	239	20	60	(40)
COMMUNICATION-TELEPHONE	2,364	197	169	28
POSTAGE & FREIGHT	200	17	-	17
ELECTRICITY-GENERAL	13,200	1,100	150	950
UTILITY-REFUSE REMOVAL	4,620	385	853	(468)
UTILITY-WATER & SEWER	6,600	550	-	550
RENTAL/LEASE-VEHICLE/EQUIP	39,311	3,276	2,100	1,176
LEASE-ICE MACHINES	1,500	125	125	-
INSURANCE-PROPERTY	24,377	24,377	20,438	3,939
R&M-BUILDING	500	42	-	42
R&M-EQUIPMENT	15,500	1,292	947	344
R&M-FERTILIZER	30,000	2,500	1,462	1,038
R&M-IRRIGATION	5,000	417	-	417
R&M-GOLF COURSE	5,025	419	-	419
R&M-PUMPS	2,760	230	4,506	(4,276)
MISC-PROPERTY TAXES	2,100	175	-	175
MISC-LICENSES & PERMITS	300	300	425	(125)
OP SUPPLIES- GENERAL	4,800	400	865	(465)
OP SUPPLIES-FUEL, OIL	15,500	1,292	2,038	(747)
OP SUPPLIES-CHEMICALS	30,571	2,548	-	2,548
OP SUPPLIES-HAND TOOLS	750	63	-	63
SUPPLIES-SAND	1,800	150	-	150
SUPPLIES-TOP DRESSING	2,400	200	-	200
SUPPLIES-SEEDS	2,000	167	-	167
ALLOCATIONS OF HOA SHARED EXPENDITURES	732	61	-	61
TOTAL GOLF COURSE	564,259	70,100	48,670	21,430

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

	FY2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
PRO SHOP:				
PAYROLL-HOURLY	149,000	12,417	6,168	6,249
FICA TAXES & ADMINISTRATIVE	23,840	1,987	795	1,192
LIFE AND HEALTH INSURANCE	17,000	17,000	631	16,369
ACCOUNTING SERVICES	4,890	408	345	63
CONTRACTS-SECURITY ALARMS	2,157	180	120	60
POSTAGE AND FREIGHT	250	21	-	21
ELECTRICITY-GENERAL	8,400	700	73	627
UTILITY-REFUSE REMOVAL	693	58	-	58
UTILITY-WATER & SEWER	2,500	208	-	208
LEASE-CARTS	70,560	11,880	11,999	(120)
INSURANCE-PROPERTY	11,561	11,561	13,310	(1,749)
R&M-GENERAL	3,000	250	-	250
R&M-AIR CONDITIONING	800	67	-	67
R&M - RANGE	1,000	83	-	83
ADVERTISING	10,500	875	200	675
MISC-BANK CHARGES	22,000	1,833	1,184	650
MISC-CABLE TV EXPENSES	1,600	133	200	(67)
MISC-PROPERTY TAXES	5,500	-	-	-
MISC-HANDICAP FEES	500	500	-	500
OFFICE SUPPLIES	1,200	100	-	100
COMPUTER EXPENSE	1,000	83	965	(882)
OP SUPPLIES-GENERAL	1,000	83	231	(148)
SUPPLIES-SCORECARDS	500	42	-	42
CONTINGENCY	2,000	167	10	157
ALLOCATION OF HOA SHARED EXPENDITURES	14,495	1,208	-	1,208
RESERVE	27,100	2,258	-	2,258
TOTAL PRO SHOP	383,046	64,101	36,231	27,871
TOTAL DEPRECIATION EXPENSE	-	-	18,555	(18,555)
TOTAL OPERATING EXPENSE	947,305	134,201	103,457	30,746
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	-	(54,915)	(30,425)	24,491
NONOPERATING EXPENSES:				
ARBITRAGE REBATE	-	-	-	-
DISSEMINATION AGENT	-	-	-	-
TRUSTEE	-	-	-	-
PRINCIPAL DEBT RETIREMENT	-	-	-	-
INTEREST EXPENSE	-	-	-	-
DEBT SERVICE TOTAL	-	-	-	-
TOTAL EXPENSES	947,305	134,201	103,457	30,746
NONOPERATING REVENUES				
INTEREST AND DIVIDEND REVENUE	-	-	-	-
SALES TAX DISCOUNT	-	-	-	-
MISC REVENUES	-	-	-	-
GAIN ON SALE OF EQUIPMENT	-	-	-	-
INTERFUND TRANSFER IN	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
CHANGE IN NET POSITION	-	(54,915)	(30,425)	24,491
NET ASSETS - BEGINNING	-	-	1,813,297	1,813,297
NET ASSETS- ENDING	\$ -	\$ (54,915)	\$ 1,782,872	\$ 1,837,788

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

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

	FY2020 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - ON-ROLL (NET)	\$ 328,407	\$ -	\$ -	\$ -
SPECIAL ASSESSMENTS - EXCESS ON-ROLL (NET)	-	-	-	-
INTEREST--INVESTMENT	-	-	148	148
MISCELLANEOUS REVENUE	-	-	-	-
TOTAL REVENUE	328,407	-	148	148
EXPENDITURES				
COST OF ISSUANCE	-	-	-	-
INTEREST EXPENSE	41,407	-	-	-
PRINCIPAL EXPENSE	287,000	-	-	-
TOTAL EXPENDITURES	328,407	-	-	-
OTHER FINANCING SOURCES (USES)				
TRANSFER -IN	-	-	-	-
TRANSFER-OUT	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	148	148
FUND BALANCE - BEGINNING	-	-	112,240	112,240
FUND BALANCE FORWARD	-	-	-	-
FUND BALANCE - ENDING	\$ -	\$ -	\$ 112,388	\$ 112,388

Heritage Harbor CDD
CONSTRUCTION FUND

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

	CONSTRUCTION ACTUAL YTD
REVENUE	
INTEREST REVENUE	\$ 396
MISCELLANEOUS	-
TOTAL REVENUE	396
 EXPENDITURES	
CONSTRUCTION IN PROGRESS	-
TOTAL EXPENDITURES	-
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	396
 OTHER FINANCING SOURCES (USES)	
BOND PROCEEDS	-
TRANSFER-IN	-
TRANSFER-OUT	-
TOTAL OTHER FINANCING SOURCES (USES)	-
 NET CHANGE IN FUND BALANCE	396
 FUND BALANCE - BEGINNING	279,774
 FUND BALANCE - ENDING	\$ 280,170

HERITAGE HARBOR CDD
Community Development District
Operating Accounts Reconciliations
October 31, 2019

	GENERAL FUND		ENTERPRISE FUND	
	<u>HARBOR</u>	<u>Bank United</u>	<u>HARBOR</u>	<u>FIFTH THIRD BANK</u>
	<u>COMMUNITY BANK</u>		<u>COMMUNITY BANK</u>	
Balance Per Bank Statement	\$ 8,541.94	\$ 34,082.10	\$ 144,896.99	\$ 191,009.33
Less: Outstanding Checks	-	(9,579.64)	-	(9,727.23)
Plus: Deposits In Transit	-	-	-	4,063.18
<i>Adjusted Bank Balance</i>	<u>\$ 8,541.94</u>	<u>\$ 24,502.46</u>	<u>\$ 144,896.99</u>	<u>\$ 185,345.28</u>

Beginning Bank Balance Per Books	\$ 8,541.94	\$ 6,236.52	\$ 144,896.99	\$ 169,280.28
Cash Receipts & Credits	-	75,946.02	-	136,787.70
Cash Disbursements	-	(57,680.08)	-	(120,722.70)
<i>Balance Per Books</i>	<u>\$ 8,541.94</u>	<u>\$ 24,502.46</u>	<u>\$ 144,896.99</u>	<u>\$ 185,345.28</u>

EXHIBIT 5

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE NEGOTIATION, EXECUTION, AND DELIVERY OF THE MASTER LEASE AGREEMENT FOR TURF AERATION AND MOWING EQUIPMENT, DATED OCTOBER 21, 2019, BETWEEN HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT *D/B/A* HERITAGE HARBOR GOLF AND COUNTRY CLUB AND TCF NATIONAL BANK; AUTHORIZING THE CHAIR OR VICE CHAIR OF THE BOARD OF SUPERVISORS TO NEGOTIATE, ENTER INTO, EXECUTE AND DELIVER THE LEASE AND OTHER LEASE-RELATED DOCUMENTS, CERTIFICATES, AND/OR INSTRUMENTS AS NECESSARY TO EXECUTE THE LEASE; AUTHORIZING PERFORMANCE OF DUTIES BY THE DISTRICT AS LESSEE UNDER THE LEASE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Heritage Harbor Community Development District *d/b/a* Heritage Harbor Golf & Country Club, (the "**Lessee**" or the "**District**") is a political subdivision duly organized and existing pursuant to the Constitution and laws of the State of Florida; and

WHEREAS, the District is duly authorized by applicable law to acquire such items of personal property and equipment as are needed to carry out its governmental functions; and

WHEREAS, the District hereby determines that execution of the Lease (defined below) for the purpose of acquiring the equipment designated therein is appropriate and necessary to the function and operations of the District; and

WHEREAS, TCF National Bank (the "**Lessor**") has agreed to lease the such equipment to the District, on terms and conditions acceptable to the District; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The foregoing recitals are incorporated into this Resolution by reference.

Section 2. The Lease, in substantially the form attached hereto in Exhibit "A," is hereby approved by the Board of Supervisors of the District (the "**Board**"), and the Chair or Vice Chair of the Board is hereby authorized to negotiate, enter into, execute, and deliver the Lease and all related documents to Lessor, with such changes therein as shall be approved by such officer, and which Lease will be available for public inspection at the offices of the District.

Section 3. The District hereby authorizes and directs that the such officers, and other agents and employees of the District take such further action and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the

intent of this Resolution, and to carry out, comply with and perform the duties as Lessee with respect to the Lease.

Section 4. The Lessee's obligations under the Lease shall be expressly subject to annual appropriation by Lessee; and such obligations under the Lease shall not constitute a general obligation or indebtedness of Lessee within the meaning of the Constitution and laws of the State of Florida.

Section 5. All other related contracts and agreements necessary and incidental to the Lease are hereby authorized, ratified and approved.

Section 6. This resolution shall take effect immediately upon its adoption and approval.

PASSED AND ADOPTED this 21st day of November, 2019.

ATTEST:

HERITAGE HARBOR COMMUNITY
DEVELOPMENT DISTRICT

Name: _____
Secretary/Assistant Secretary

David Penzer
Chairman of the Board

Exhibit "A" attachments:

- (1) Master Lease Agreement (Customer No. 584687L) between Heritage Harbor Community Development District and TCF National Bank, dated October 21, 2019
- (2) Turf Equipment Schedule No. 008-0584687-300 to Master Lease Agreement, dated October 21, 2019
- (3) Government Entity Addendum, dated October 21, 2019

EXHIBIT 6

RESOLUTION 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE NEGOTIATION, EXECUTION, AND DELIVERY OF A LEASE AGREEMENT FOR GOLF COURSE MOWERS BY AND BETWEEN HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT *D/B/A* HERITAGE HARBOR GOLF AND COUNTRY CLUB AND TCF NATIONAL BANK; AUTHORIZING THE CHAIR OR VICE CHAIR OF THE BOARD OF SUPERVISORS TO NEGOTIATE, ENTER INTO, EXECUTE AND DELIVER THE LEASE AND OTHER LEASE-RELATED DOCUMENTS, CERTIFICATES, AND/OR INSTRUMENTS AS NECESSARY TO EXECUTE THE LEASE; AUTHORIZING PERFORMANCE OF DUTIES BY THE DISTRICT AS LESSEE UNDER THE LEASE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Heritage Harbor Community Development District *d/b/a* Heritage Harbor Golf & Country Club, (the "**Lessee**" or the "**District**") is a political subdivision duly organized and existing pursuant to the Constitution and laws of the State of Florida; and

WHEREAS, the District is duly authorized by applicable law to acquire such items of personal property and equipment as are needed to carry out its governmental functions; and

WHEREAS, the District hereby determines that acquisition and leasing of the golf course mowing equipment designated in the Turf Equipment Schedule dated as of October 17, 2019 (the "**Schedule**"), attached hereto as Exhibit "A," is appropriate and necessary to the function and operations of the District; and

WHEREAS, TCF National Bank (the "**Lessor**") has agreed to lease the such equipment to the District, on terms and conditions acceptable to the District; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The foregoing recitals are incorporated into this Resolution by reference.

Section 2. The Schedule to the Master Lease (Customer No. 584687L), dated as of August 31, 2015 (collectively, the "**Lease**"), in substantially the form attached hereto in Exhibit "A," is hereby approved by the Board of Supervisors of the District (the "**Board**"), and the Chair or Vice Chair of the Board is hereby authorized to negotiate, enter into, execute, and deliver the Lease and all related documents to Lessor, with such changes therein as shall be approved by such officer, and which Lease will be available for public inspection at the offices of the District.

Section 3. The District hereby authorizes and directs that the such officers, and other agents and employees of the District take such further action and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the

intent of this Resolution, and to carry out, comply with and perform the duties as Lessee with respect to the Lease.

Section 4. The Lessee's obligations under the Lease shall be expressly subject to annual appropriation by Lessee; and such obligations under the Lease shall not constitute a general obligation or indebtedness of Lessee within the meaning of the Constitution and laws of the State of Florida.

Section 5. All other related contracts and agreements necessary and incidental to the Lease are hereby authorized, ratified and approved.

Section 6. This resolution shall take effect immediately upon its adoption and approval.

PASSED AND ADOPTED this 21st day of November, 2019.

ATTEST:

HERITAGE HARBOR COMMUNITY
DEVELOPMENT DISTRICT

Name: _____
Secretary/Assistant Secretary

David Penzer
Chairman of the Board

Exhibit "A" attachments:

Turf Equipment Schedule No. 008-0584687-105, dated as of October 17, 2019, to Master Lease dated August 31, 2015

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

Golf Course Maintenance Review: Heritage Harbor Golf and Country Club



**By: Cypress Golf Course Services
Scott Zakany, CGCS
November 2019**

Overview

Cypress Golf Course Services (CGCS) visited Heritage Harbor Golf and Country Club which the CDD currently has under an in-house maintenance team. The purpose for the visit was to be able to view the course and property conditions from an “outsiders” point of view and the experience of the day to day golfer. Our visit gave us the opportunity to get a better understanding of the existing golf course conditions and the potential challenges that the Heritage Harbor CDD has of 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 course maintenance program baseline. This benchmarking includes fertility, herbicides, insecticides, irrigation, playing surfaces, roughs, overseeding, cultural practices, non-primary areas and deferred maintenance.

An article that appeared in a Golf Digest Magazine a few years ago indicated that the conditions of a golf course is what makes the golfer happy and a better maintained golf course will drive the top lines of revenue.



Existing Conditions

In this section, we will describe the 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 slightly discolored and had an apparent abundance of weeds going into the winter months and the current overseeding of the greens. The weeds that are on the greens are goose grass (*Eleusine indica*) that can be difficult to control at times. What makes this weed difficult to control on a putting surface is that the tifdwarf greens can be damaged with some of the herbicides that are labeled for this weed on putting surfaces as most label requirements are more for tee and fairway usage. When a product is used repetitively on a weed, the weed will begin to resist the herbicide because of resistance and the lack of rotation of pesticides used. This appears to be happening at Heritage Harbor as information provided from the golf course superintendent was a common herbicide Revolver (Foramsulfuron) has been the main herbicide used. While this can be a result of overuse and lack of options, it can also be the result of other cultural methods to help eliminate this weed in the greens 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 no holes from prior aerifications could be found.



Some greens had bare areas that should be covered with turf prior to overseeding



Lack of a nursery green to take plugs to repair turf is non-existent



Years of infrequent topdressing and aerification has made the soil retain too much water and soil that is lacking in air space

Recommendations:

Mowing is one the most important maintenance operations on a golf course. Without regular mowing at appropriate heights of cut, course quality would deteriorate quickly. When following good mowing practices, turf density, texture, color, root development, and wear tolerance are enhanced; and when healthy turf is present, it minimizes the need for excessive use of fertilizers and pesticides. In addition, mowing can be effective means of controlling many weeds; thereby, helping to reduce the use of herbicides.

Growth rate and mowing height have the most influence on mowing frequency. As a rule of thumb, mowing should be done often enough so that no more than 33% of the leaf blade is removed any one mowing. Therefore, the frequency of mowing must be related to the rate of growth rather than to a time schedule. Following this practice should minimize the effect of mowing on photosynthesis and help maintain a high percentage of leaf surfaces, which is necessary for healthy root development. Scalping should be avoided for both aesthetics and the health of the turf grass.

Height of cut is important because if the turf grass is mowed too low, it becomes less tolerant of environmental stresses, more disease prone and more dependent upon a carefully implemented cultural program. The best approach to offset these potential problems is to use the highest mowing height acceptable for the various playing surfaces. However, if fast greens are desired for tournament play, mowing heights can be lowered below the recommended minimum for a short period of time.

If the height of cut on greens should need to be lowered, it should not be lowered too rapidly and as mentioned previously, not for an extended length of time, as this action is most detrimental to the health of the turf grass in particular. In addition, anytime grass is in a weakened or stressed condition, the mowing height should be raised immediately and discontinue the use of a growth regulator such as Primo until full turf recovery is evident. Also, by varying the mowing patterns on putting surfaces, as well as other playing areas, upright growth and overall plant vigor and health should be increased. These changes in mowing patterns should also help to reduce mower wear patterns as well as reduce soil compaction.

Greens should be mowed every day that the course is open for play at a height of cut that is acceptable to the Club without causing undue stress to the turf. Mowing frequencies should be decreased as growth slows down.

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 4 times per year with a minimum of a 1/2" 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 and utilize natural organic fertilizers that can promote less top growth and less leaching as well as help to suppress nematode activity.

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.

Spiking is most useful in breaking up surface compacting and allowing adequate moisture infiltration. Weekly spiking should occur during the months when active growth is occurring and

high humidity and other stress conditions are present. During the remainder of the year spiking should take place as needed.

During summer months, a bi-weekly verticut program will also allow for more thatch removal and since Tifdwarf Bermuda grass is a prolific thatch producer, it would be more beneficial to err on the side of more is better. 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.

Tees:

Overall the tees were in much worse shape than the greens. Poor bermudagrass turf coverage and density for the most part, however an abundance of weeds and thin turf were more the norm than scattered throughout. Tough to control weeds like Tropical Signal Grass (*Urochloa subquadriflora*), also known as small flowered alexander grass, has become one of the most troublesome weeds in the southeastern turfgrass industry and is especially problematic on golf courses. Tropical signal grass is a warm-season perennial that is propagated by seed and stolons. An aggressive strategy of pre and post emergent herbicides sprayed on a weekly basis at low rates has proven to be the most effective way to control this weed. There are new products that can eliminate this tough to control weed, however removing the weed too fast without a good bermudagrass base will leave large bare spots and weed seeds to re-populate this weed quicker than the ground can recover.

Utilization of organic fertilizers (an important component of IPM) will help the healing process of the turf when combined with some quick release products such as ammonium sulfate and Urea that is tank mixed with the chemicals used to treat this weed.



The tees and tee slopes are 70% covered with tropical signal grass

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. 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.

Experience and training are important prerequisites to an IPM approach, which focuses on six basic components:

- I. Monitoring of potential pest populations and their environment
- II. Determining pest injury levels
- III. Establishing treatment thresholds
- IV. Decision making, developing, and integrating all biological, or cultural, and chemical control strategies
- V. Timing and spot treatment utilizing either the chemical, biological, or cultural methods
- VI. Evaluating the results of treatment

One can have a successful IPM program by refining and perfecting the aforementioned components while remembering that experience and timing are all so important to the success of the program.

One last bit of information that should help solidify a successful IPM program is by following the six basic approaches for plant protection.

These include:

- Regulatory - using certified sod, sprigs and seed to prevent noxious weed contamination
- Generic - selecting improved grasses which perform well in specific areas and show a resistance to pest problems
- Cultural - following recommendations made for proper primary and secondary cultural practices which maintain the turf in the healthiest condition and influence its susceptibility to recover from pest problems
- Physical - cleaning equipment to prevent spreading of diseases and weeds from infected areas
- Biological - for a limited number of pest problems biological control can be used whereby natural enemies are introduced to effectively compete with the pest
- Chemical - pesticides are a necessary and beneficial approach to turf pest problems, but can be restricted in many cases to curative rather than preventative applications, thus reducing environment exposure.

Utilization of organic fertilizers (an important component of IPM) will help the healing process of the turf when combined with a targeted weed control strategy throughout the growing season. During the winter months when the overall growth is not occurring as rapidly as during the growing season, minimal spraying should occur. Like the greens, rotating herbicide products and spraying these products at low rates will allow the base bermudagrass to slowly take the place of the weeds. Thinning of the weeds will allow necessary sunlight and nutrients get to the base bermudagrass as the weeds are injured by the herbicide applications and aggressive fertility for recovery is needed in a combination with the weed control program.



Tee slopes need to be treated as well to prevent weed seed tracking from golfers and equipment

Fairways / Roughs:

Overall the fairways and roughs were in similar shape as the tees with some areas having more weed pressure than others in addition to several other weed species 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.



Fairways and roughs have an abundance of weeds

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, it is also important not to use the product during the cooler temperature months while the fairways are trying to grow. Turf recovery is slowed down severely during low light and lower temperatures and eliminating this program during the winter months will not only save money, it will allow for the turf to withstand the heavy play of season.

In addition to the lower rates of the fertilizer and chemical programs, it would also mean less runoff in the lakes and ponds which can cause algae blooms and added expense as well as

producing un-necessary growth of the turf with high nitrogen inputs. Best Management Practices (BMP's) try to limit the amount of inputs during May thru September as a direct result of this practice and the amounts of rainfall that is present in 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.



Typical fairways had less weeds than the teeing surfaces but still had an abundance of tropical signal grass in them

Detail:

The detail of a golf course is the biggest thing that gets overlooked when staffing levels are trimmed to make up for lost revenues and deferred maintenance on the golf course. Whether it was from lack of labor or overlooked by staff, this is one of the biggest items that golfers look at. Landscape plantings and trees are a tremendous asset to a golf club as they not only provide aesthetics, but they also play a strategic role in shot value. While some areas are worse than others, all these areas should be addressed over time.

Recommendations:

Prune all dead fronds off of trees and give them a deep root feeding of a complete palm mix that has both manganese sulfate and magnesium sulfate. While some trees have already passed and need to be removed, others still have a chance if action is taken soon. It is a lot more cost effective to apply a fertilizer at a few dollars per tree; it can save a several hundred dollar per tree removal as well as the replacement costs of a similar tree could be in the thousands if it is an equal tree being



Trimming bushes and making a defined landscape bed would make an immediate improvement to areas throughout the golf course and road holes



Incorporating areas such as ball washers, tee signs and water coolers into one bed with crushed shell or mulch will eliminate the labor to weed-eat these areas weekly

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. There are areas that are out of the reach of irrigation and that will limit how far the weed control strategy can go. Proper operation of the system seemed to be functional but with recent rain events, it is hard to determine. The superintendent seemed to have a good handle on the irrigation and some adjustments were made to ensure that too much water was not being applied to the putting surfaces as that can make for soft greens and ball marks.



Irrigation pump station was in good shape overall and a clean and organized area

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, their most likely would 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. Another tool used by most superintendents is with a moisture meter and should be utilized on greens if not daily, then several times a week.

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 pumping station should be serviced and tested annually by a qualified contractor who specializes in similar pumping systems.

Maintenance Facility and Equipment:

Overall the maintenance facility was in good repair and the equipment was in overall good condition. In addition to the overall condition, it is imperative that all record keeping and reports are available to ownership in case of environmental audits and potential sales. 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, especially for a club positioning to sell.



Front-end loader/backhoe is a great tool for projects on the golf course

Recommendation:

Ensure that a proper facility maintenance checklist is followed and that all records are being managed properly. Telling an environmental agency that as owners “you just weren’t aware or told that it wasn’t up to speed” will not get you out of the liabilities and compliance issues that could be slipping thru the cracks. In addition, a proper preventative maintenance program for equipment and repair costs logged will assist in better information to lobby for new or additional equipment.



Fairway mowers were in good shape and well maintained



A wide area mower for roughs should be considered as this and one other machine is required to maintain over 40 acres of rough which is very labor intensive and time consuming



Tractor could be used for larger area mower for roughs

Bunkers:

Consistency of the sand within the bunkers is the determining factor as to the playability of the bunkers themselves. Recent sand replacement did occur, however more time should have been allowed to shape and prepare the bunkers for sand. 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.



Taking out the hump from the practice bunker is an example of prior shaping would have helped prior to installing sand and a perimeter of new sod would have been recommended to ensure the integrity of the bunkers

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.

Cart Path Repair:

Several areas throughout the course have had irrigation leaks, tree root invasion, and water settling which have all attributed to the resulting damage of the paths.

In addition, severe cart path damage can be a safety liability especially if it has existed for a long period of time and there is documented evidence that the situation exists.



Oak and other trees have cracked and upended the cart paths in several locations

Recommendation:

There are numerous areas where tree roots have damaged the paths. These roots should be pruned alongside the path to prolong further damage. A liability assessment should be considered especially if non-golfers have access to the paths.

Summary:

In an effort to compete, a course must maintain conditions appropriate for their price point. Overall the golf course was in fair shape for this time of year but fell under my expectations from how a potential member or guest looking to join or play may interpret.

From a turf standpoint, the key areas that needed attention were the overall presence of weeds in the turf, the deferred greens management and fertility programs, and the overall lack of detail on the golf course.

I had the opportunity to spend a great deal of time with the golf course superintendent Marty Ford. My impression with Mr. Ford was that he has a great passion for the golf course, has the respect of the crew members and was very receptive to learning to improve. The one glaring weakness was the overall training that he has had over the years as it relates to chemicals and general agronomics for putting green surface management. This doesn't mean that he is not capable of managing the golf course and improve the condition, it is the simple fact that his knowledge now is trial and error or direction from salespeople pushing their products. His only golf course experience is at Heritage Harbor as he has never worked on another golf course.

From a consulting standpoint, the fact that nobody on the property possesses a pesticide license was shocking to me. Without a licensed pesticide applicator on site, it is tough to make recommendations on specific products or rates as these need to be applied with precision so no damage or over spray will occur. I did spend a couple of hours with Marty teaching him how to properly calibrate the sprayer and believe he has a better understanding of the importance of making sure that this occurs on a regular basis as that was the first time that he had ever calibrated the equipment.

When some of the products we use are ½ ounce applied to one acre, you can see where this would be of concern if proper calibration were not performed. The department of agriculture is very strict on these types of products and periodic checks can also come with fines and immediate corrective measures from the Department of Agriculture which can be very expensive.

We have looked at the maintenance budget and feel that under some type of maintenance agreement, spraying could occur under my license and direction and I could get Marty a pesticide ID card allowing him or anyone else on property the ability to apply products within the law. In addition, we feel that we can make significant improvements to all aspects of the club and stay within the current maintenance budget.

Furthermore, if Cypress Golf Course Services were to get involved with the maintenance of the golf course under contract, our parent company (Cypress Golf Management) does overall golf course management and could be available for an initial overview (at no charge) of the golf operations side and show the club how they could also increase revenues and drive the top line of the business back to the days when the club was functioning at a higher revenue level. That can lead to an increased quality level of the entire golf experience at Heritage Harbor and take the pressure off the CDD while maintaining property values within the community.

Thanks again for the opportunity to provide this report to the Heritage Harbor CDD and look forward to working with the board in the future.

Sincerely,

Scott Zakany

Scott Zakany, CGCS
President, Cypress Golf Course Services

STATE OF FLORIDA
Department of Agriculture and Consumer Services
BUREAU OF LICENSING AND ENFORCEMENT

Date September 25, 2019 File No. JB232615 Expires September 30, 2020

THE PEST CONTROL COMPANY FIRM NAMED BELOW HAS
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE
PERIOD EXPIRING: September 30, 2020 AT

409 APOLLO BEACH BLVD
APOLLO BEACH, FL 33572

CYPRESS GOLF MANAGEMENT LLC
235 APOLLO BEACH BLVD #422
APOLLO BEACH, FL 33572

Lawn and Ornamental

nicole fried
NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA
Department of Agriculture and Consumer Services
BUREAU OF LICENSING AND ENFORCEMENT

CYPRESS GOLF MANAGEMENT LLC
409 APOLLO BEACH BLVD
PEST CONTROL COMPANY FIRM

JB232615

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD
EXPIRING September 30, 2020

nicole fried Signature
COMMISSIONER

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT
3125 CONNER BLVD, BLDG. 8
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA
Department of Agriculture and Consumer Services
BUREAU OF LICENSING AND ENFORCEMENT

Date September 25, 2019 File No. JE46119 Expires September 30, 2020

THE ID CARD HOLDER NAMED BELOW HAS REGISTERED UNDER
THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING:
September 30, 2020 AT

CYPRESS GOLF MANAGEMENT LLC
APOLLO BEACH, FL 33572

SCOTT A ZAKANY
CYPRESS GOLF MANAGEMENT LLC
235 APOLLO BEACH BLVD #422
APOLLO BEACH, FL 33572

Certified Operator

nicole fried
NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA
Department of Agriculture and Consumer Services
BUREAU OF LICENSING AND ENFORCEMENT

SCOTT A ZAKANY
CYPRESS GOLF MANAGEMENT LLC
ID CARD HOLDER

JE46119

Certified Operator

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD
EXPIRING September 30, 2020

nicole fried Signature
COMMISSIONER ATTACH PHOTO ON REVERSE

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT
3125 CONNER BLVD, BLDG. 8
TALLAHASSEE, FLORIDA 32399-1650

EXHIBIT 9

GREENVIEW LANDSCAPING INC.

P.O. BOX 12668

ST. PETERSBURG, FL 33733

CELL: 727-804-8864

OFFICE: 727-906-8864

EMAIL: DEBS@GREENVIEWFL.COM

TO: HERITAGE HARBOR CDD

DATE: November 4, 2019

RE: FLOWER INSTALLATION APPROVAL

This is to give authorization that Greenview Landscaping Inc, has permission to install the fall flowers at Heritage Harbor CDD.

Installation will include the installation of 3100 annual @ \$1.70/each.

LOCATION: CLUB HOUSE	680 flowers @ 1.70/each	\$1156.00.
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LOCATION: HERITAGE HARBOR CDD	2420 flowers @ 1.70/each	\$4114.00.
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TOTAL COST FOR FLOWER INSTALLATION:		\$5270.00.
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Payment is due 30 days from date of invoice. If payment is not received a late fee may be applied.

Authorized Signature:

Date:

A handwritten signature in black ink, appearing to be 'Debs', is written over a large, stylized leaf graphic that extends from the signature area towards the right side of the page.