

**Heritage Lake Park
Community Development District**

**March 6, 2023
Meeting**

AGENDA PACKAGE

Communications Media Technology Via Zoom

Meeting ID #:

Meeting URL:

<https://zoom.us/j/94537394539?pwd=R0UwMWdqaE9iNGFiS2F0ZjVmMU9rUT09>

Call-In #: 1-929-205-6099

Passcode: 902147

**HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Paul Eberhardt, Chairperson <input type="checkbox"/> James DeFilippo, Vice Chairperson <input type="checkbox"/> Douglas Carville, Assistant Secretary <input type="checkbox"/> Lawrence Forlano, Assistant Secretary <input type="checkbox"/> Greg Krauss, Assistant Secretary | <ul style="list-style-type: none"> <input type="checkbox"/> Justin Faircloth, District Manager <input type="checkbox"/> Andy Cohen, District Counsel <input type="checkbox"/> Jeffrey Satfield, District Engineer |
|---|--|

AGENDA

Monday, March 6, 2023 – 10:00 a.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Audience Comments on Agenda Items**
- 5. Approval of Consent Agenda**
 - A. Minutes of the February 6, 2023 Meeting
 - B. Minutes of the February 22, 2023 Continuation Meeting
 - C. Acceptance of the Financial Statements
 - D. Ratifications under Resolution 2017-03
- 6. Engineer’s Report**
- 7. Old Business**
 - A. Hurricane Ian Updates
 - i. Engle Martin January 25, 2023 Letter Clarification Inquiry Update
 - ii. Clubhouse/Mailbox Kiosk Restoration Update
- 8. New Business**
 - A. Envera Gatehouse Connection Issues Discussion**
 - B. Vendor Issues Update**
 - i. Coverall
 - ii. Action Automatic Door & Gate
 - iii. Pest Eliminators
- 9. Manager’s Report**
 - A. Discussion of Proposed Tentative Fiscal Year 2024 Budget
 - B. Landscape/Irrigation Update (3 reports - 1/2/, 2/8 and 2/22)
 - C. Field Management Report
 - D. Update on Follow-Up Actions
 - i. SOLitude Service Reports
- 10. Attorney’s Report**
- 11. Post Hurricane Ian Study – Mr. Krauss & Mr. Bob Delagi**

District Office

Inframark
210 N. University Drive, Suite 702
Coral Springs, FL 33071
239.245.7118

Meeting Location

Heritage Lake Clubhouse
25635 Heritage Lake Boulevard
Punta Gorda, FL

**HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors

- Paul Eberhardt, Chairperson
- James DeFilippo, Vice Chairperson
- Douglas Carville, Assistant Secretary
- Lawrence Forlano, Assistant Secretary
- Greg Krauss, Assistant Secretary

- Justin Faircloth, District Manager
- Andy Cohen, District Counsel
- Jeffrey Satfield, District Engineer

12. Supervisors' Reports, Requests and Comments

13. Chairman's Comment

14. Audience Comments

15 Adjournment

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Meeting Location

Heritage Lake Clubhouse
25635 Heritage Lake Boulevard
Punta Gorda, FL

Fifth Order of Business

5A

**MINUTES OF MEETING
HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Lake Park Community Development District was held on Monday, February 6, 2023 at 10:00 a.m. at the Heritage Lake Park Clubhouse, 25635 Heritage Lake Boulevard, Punta Gorda, Florida.

Present and constituting a quorum were:

Paul Eberhardt	Chairperson
James DeFilippo	Vice Chairperson
Douglas Carville	Assistant Secretary
Lawrence Forlano	Assistant Secretary
Greg Krauss	Assistant Secretary

Also present were:

Justin Faircloth	District Manager
Jacob Whitlock	Inframark
RJ Hide	J4 Development
Residents	

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Faircloth called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Approval of Agenda

- Add Grande Aire #10132 in the amount of \$311.70 to item 5.D.
- Mr. DeFilippo added a proposal from Court Co. for item 8.B.iv.

On MOTION by Mr. Krauss seconded by Mr. DeFilippo, with all in favor, the agenda was approved as amended.

FOURTH ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

- None.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes from the December 5, 2022 Regular Meeting**
- B. Approval of the Minutes from the January 2, 2023 Regular Meeting**
- C. Acceptance of the Financial Statements**
- D. Ratification of Grande Aire Quote #10132 under Resolution 2017-03**

On MOTION by Mr. Carville seconded by Mr. Forlano, with all in favor, the consent agenda was approved as amended to add Grande Aire #10132.

- Mr. Faircloth provided an update on the financials. The Charlotte County Tax collector incorrectly took back assessment funds in the approximate amount of \$157,000, despite the final judgement in relation to the foreclosed parcels and outstanding tax certificates.
- There was Board consensus to follow the advice of outside counsel and wait for the District to be made whole after the land sale goes through with D.R. Horton. The Board is currently not interested in pursuing a claim against the Tax Collector for the interest the District would be losing out on from the time the funds were pulled back to the time of the closing with D.R. Horton.

SIXTH ORDER OF BUSINESS

Engineer’s Report

- None.

SEVENTH ORDER OF BUSINESS

Old Business

- A. J4 Development Update**
 - i. Pay App 2 Request**

- Mr. Faircloth updated the Board on the series of events from Hurricane Ian to the present on contract developments with Niece Restoration and then subsequently J4 Development to repair the Clubhouse and Fitness Center.
- Mr. Hide introduced himself and noted he would be assisting J4 Development on site with the construction and work should begin on the Clubhouse by the end of the week.
- The Board requested Pay App 2 be held and not paid, as well as J4 Development rescind the invoice.

B. Hurricane Ian Updates

i. Engle Martin January 25, 2023 Letter

- The Board requested staff follow up with the insurer to clarify what debris they are not willing to cover as noted in their January 25, 2023 letter.

ii. Exterior Wall Proposals

a. Complaints & Requests for Temporary Coverings

- Mr. Faircloth noted they are waiting on a proposal from the vendor for the Clubhouse and Fitness Center fencing repairs as well. There was Board consensus to have these items added to the work Signature Privacy Walls will be completing.

On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in favor, staff developing a contract for the Hurricane Ian wall repairs with Signature Privacy Walls at a total cost of \$296,500 was approved.

iii. Exterior Fence Proposals

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, staff developing a contract for the Hurricane Ian fence repairs with Signature Privacy Walls at a total cost of \$16,800 was approved.

iv. Wetland Tree Removal Discussion

- Mr. Faircloth explained the process for tree removal around the wetlands. There was Board consensus to pursue the matter further.

EIGHTH ORDER OF BUSINESS

New Business

A. Tennis Court Light Proposals

i. Welch Tennis Courts, Inc.

ii. Trowbridge Energy Group Quote TEGHLP001

On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in favor, proposal TEGHLP001 from Trowbridge Energy Group to repair the Hurricane Ian damages to the tennis court lights was approved at a total cost of \$14,650.

- The Board requested staff follow up with Welch Tennis and Kennedy Electric on warranties for the painting of the previous poles installed.

- B. Tennis Court Fence Proposals**
 - i. Welch Tennis Courts, Inc.**
 - ii. J4 Development**
 - iii. Ritzman Tennis**

On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in favor, the Ritzman Tennis proposal to repair the Hurricane Ian damages to the tennis court fencing/screening was approved at a total cost of \$31,300.

- C. Streetlighting Proposals**

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, Trowbridge Energy Group streetlighting proposal TEGHLP002 to repair the Hurricane Ian damages to the street/Clubhouse parking lot lights was approved at a total cost of \$68,900.

NINTH ORDER OF BUSINESS

Manager’s Report

- A. Landscape/Irrigation Update**

On MOTION by Mr. Krauss seconded by Mr. DeFilippo, with all in favor, a 30-minute extension to the meeting was approved.

- The Board requested staff follow up with SWFWMD to see if the tree on the wetland boundary can be removed behind building G.

On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in favor, Down to Earth estimate 46766 in the amount of \$3,947 for Hurricane Ian landscape cleanup items was approved with a not to exceed amount of \$3,000 without the removal of the tree on the wetland border if not allowed by SWFWMD.

- The Board requested DTE provide GPS locations of the stumps that will be ground along with photos as required by FEMA for reimbursement.

B. Update on Follow-Up Actions
 i. **Brown & Brown Flood Audit January 25, 2023 Email**
 ii. **Solitude Service Report**

- Mr. Faircloth provided updates on follow-up items.
- The Brown & Brown flood audit was reviewed with the Board.

TENTH ORDER OF BUSINESS Attorney’s Report

A. Bryant Miller Olive January 25, 2023 Letter

- Mr. Faircloth reviewed the Bryant Miller Olive January 25, 2023 letter with the Board.

B. Ratification of the 4th Amendment to the Land Purchase Contract with D.R. Horton

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, the 4th Amendment to the Land Purchase Contract with D.R. Horton was ratified.

C. Charlotte County Tax Collector Discussion

- Mr. Faircloth previously commented on the issues with the Charlotte County Tax Collector’s office.

ELEVENTH ORDER OF BUSINESS

Post Hurricane Ian Study – Mr. Krauss & Bob Delagi

- Tabled.

TWELFTH ORDER OF BUSEINSS

Supervisors’ Reports, Requests and Comments

- None.

THIRTEENTH ORDER OF BUSINESS

Chairman’s Comments

- None.

FOURTEENTH ORDER OF BUSINESS

Audience Comments

- Comments received on trash in Lake 1 and Wetland A.
- The Board discussed WiFi needs for the Clubhouse. Ms. Ross will follow up with New IQ on possibilities.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, the meeting was continued to February 22, 2023 at 10:00 a.m.

Paul Eberhardt, Chairman

5B

**MINUTES OF MEETING
HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Lake Park Community Development District held on Monday, February 6, 2023 was continued and reconvened on Wednesday, February 22, 2023 at 10:00 a.m. at the Heritage Lake Park Clubhouse, 25635 Heritage Lake Boulevard, Punta Gorda, Florida.

Present and constituting a quorum were:

Paul Eberhardt	Chairperson
James DeFilippo	Vice Chairperson
Douglas Carville	Assistant Secretary
Lawrence Forlano	Assistant Secretary
Greg Krauss	Assistant Secretary

Also present were:

Justin Faircloth	District Manager
Residents	

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Faircloth called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

SEVENTH ORDER OF BUSINESS

Old Business

A. J4 Development Update

i. Pay App 2 Request

- Mr. Faircloth updated the Board on communications received from J4 Development requesting to cancel the contract and noted some soffit work had been performed.
- Mr. Faircloth commented on contract issues with Coverall, Action Automatic Door & Gate, Fitness Services of Florida, and Pest Eliminators. He requested Ms. Ross follow up with the various vendors to ensure regular work resumes as agreed upon.

February 22, 2023

- There was Board consensus to temporarily move the District’s office from the Fitness Center to the Gatehouse so residents could resume use of the Fitness Center.
- Mr. Faircloth commented on efforts to obtain new proposals from other contractors to complete the necessary repairs.

On MOTION by Mr. Krauss seconded by Mr. DeFilippo, with all in favor, the Chairman was authorized to execute a contract to have the Clubhouse repairs completed.

- Mr. Faircloth updated the Board on communications with Howard’s Pool World and presented a contract increase letter that had not previously been received noting the monthly fee will be increasing by 9%.
- Mr. Faircloth presented a draft contract developed by Mr. Cohen.

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, the updated contract with Howard’s Pool World with a monthly increase of 9% was approved.

- There was Board consensus to reimburse the resident who obtained new hinges to repair the pool gate.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all in favor, the meeting was adjourned at 10:53 a.m.

Paul Eberhardt, Chairman

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**Heritage Lake Park
Community Development District**

Financial Report

January 31, 2023



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**Heritage Lake Park
Community Development District**

Financial Statements

(Unaudited)

January 31, 2023

Balance Sheet
January 31, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>SERIES 2005 DEBT SERVICE FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Cash - Checking Account	\$ 665,857	\$ -	\$ 665,857
Cash On Hand/Petty Cash	800	-	800
Assessments Receivable	48,323	15,207	63,530
Allow-Doubtful Collections	(48,323)	(15,207)	(63,530)
Due From Other Funds	-	110,174	110,174
Investments:			
Money Market Account	348,417	-	348,417
Prepayment Account	-	3,748	3,748
Reserve Fund	-	121,208	121,208
Revenue Fund	-	3,223	3,223
Prepaid Items	5,937	-	5,937
TOTAL ASSETS	\$ 1,021,011	\$ 238,353	\$ 1,259,364
<u>LIABILITIES</u>			
Accounts Payable	\$ 33,580	\$ -	\$ 33,580
Accrued Expenses	1,781	-	1,781
Sales Tax Payable	19	-	19
Deposits	105	-	105
Due To Other Funds	110,174	-	110,174
TOTAL LIABILITIES	145,659	-	145,659
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	5,937	-	5,937
Restricted for:			
Debt Service	-	238,353	238,353
Assigned to:			
Operating Reserves	149,361	-	149,361
Reserves - Capital Projects	76,536	-	76,536
Reserves - Legal	3,792	-	3,792
Reserves - Roadways	209,779	-	209,779
Reserves - Stormwater System	58,581	-	58,581
Reserve - Wall	32,109	-	32,109
Unassigned:	339,257	-	339,257
TOTAL FUND BALANCES	\$ 875,352	\$ 238,353	\$ 1,113,705
TOTAL LIABILITIES & FUND BALANCES	\$ 1,021,011	\$ 238,353	\$ 1,259,364

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>JAN-23 ACTUAL</u>
<u>REVENUES</u>				
Interest - Investments	\$ 400	\$ 3,339	834.75%	\$ 1,026
Recreational Activity Fees	8,000	-	0.00%	-
Special Assmnts- Tax Collector	723,561	685,452	94.73%	89,945
Special Assmnts- Discounts	(28,942)	(27,257)	94.18%	(3,284)
Settlements	-	162,370	0.00%	151,650
Other Miscellaneous Revenues	500	4,903	980.60%	4,903
Gate Bar Code/Remotes	1,000	1,329	132.90%	421
TOTAL REVENUES	704,519	830,136	117.83%	244,661
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	12,000	4,000	33.33%	1,000
FICA Taxes	918	306	33.33%	77
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,195	-	0.00%	-
ProfServ-Engineering	4,000	-	0.00%	-
ProfServ-Legal Services	24,844	13,492	54.31%	2,450
ProfServ-Mgmt Consulting	62,290	20,763	33.33%	5,191
ProfServ-Trustee Fees	4,771	4,771	100.00%	4,771
ProfServ-Web Site Maintenance	1,356	452	33.33%	113
Auditing Services	3,725	-	0.00%	-
Postage and Freight	600	146	24.33%	32
Insurance - General Liability	4,447	3,381	76.03%	-
Printing and Binding	50	-	0.00%	-
Legal Advertising	2,000	-	0.00%	-
Misc-Bank Charges	100	217	217.00%	35
Misc-Assessment Collection Cost	14,471	10,684	73.83%	1,733
Office Supplies	35	41	117.14%	16
Annual District Filing Fee	175	175	100.00%	-
Total Administration	137,577	58,428	42.47%	15,418
<u>Field</u>				
ProfServ-Field Management	6,078	2,026	33.33%	507
ProfServ-Mgmt Consulting	-	938	0.00%	156
ProfServ-Wetlands	11,000	3,667	33.34%	917

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-23 ACTUAL
Contracts-Landscape	74,170	24,722	33.33%	6,181
Contracts-Buffer Wall	7,000	-	0.00%	-
R&M-General	9,600	20	0.21%	20
R&M-Irrigation	12,000	5,560	46.33%	-
R&M-Lake	5,000	895	17.90%	-
R&M-Mulch	7,200	-	0.00%	-
R&M-Sidewalks	3,000	-	0.00%	-
R&M-Trees and Trimming	5,995	-	0.00%	-
R&M-Lights	4,000	-	0.00%	-
R&M-Wall	8,000	77	0.96%	-
Misc-Contingency	16,950	208,390	1229.44%	1,915
Total Field	169,993	246,295	144.89%	9,696
<u>Utilities</u>				
Communication - Telephone	900	278	30.89%	67
Electricity - General	6,000	1,958	32.63%	530
Internet Services	3,141	1,127	35.88%	311
Total Utilities	10,041	3,363	33.49%	908
<u>Gatehouse</u>				
Towing Services	250	-	0.00%	-
Contracts-Gates	1,080	-	0.00%	-
Contracts-Security System	61,148	20,336	33.26%	5,090
Electricity - General	3,000	751	25.03%	182
R&M-Buildings	500	4	0.80%	-
R&M-Gate	3,000	1,291	43.03%	1,291
Misc-Contingency	5,000	6,882	137.64%	-
Total Gatehouse	73,978	29,264	39.56%	6,563
<u>Clubhouse and Recreation</u>				
Payroll-Salaries	26,000	7,180	27.62%	1,940
Payroll-Maintenance	10,400	3,030	29.13%	700
Payroll Taxes	2,785	781	28.04%	202
Workers' Compensation	800	-	0.00%	-
Fire Alarm Monitoring	540	270	50.00%	135
Contracts-Fountain	680	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-23 ACTUAL
Contracts-Security Camera	550	-	0.00%	-
Contracts-Pools	15,580	4,926	31.62%	1,281
Contracts-Cleaning Services	12,420	2,946	23.72%	239
Contracts-HVAC	1,968	-	0.00%	-
Contracts-Pest Control	1,800	-	0.00%	-
Contracts-Security System	10,162	3,387	33.33%	847
Pest Control - Bldg/Gnds	1,620	-	0.00%	-
Electricity - General	18,000	6,945	38.58%	2,068
Utility - Refuse Removal	3,179	1,097	34.51%	274
Utility - Water & Sewer	6,500	2,133	32.82%	572
Insurance - Property	33,251	30,067	90.42%	-
R&M-General	4,000	-	0.00%	-
R&M-Fountain	500	-	0.00%	-
R&M-Pools	8,694	1,140	13.11%	290
R&M-Tennis Courts	6,000	-	0.00%	-
R&M-Fitness Equipment	2,800	245	8.75%	-
R&M-Fitness Center	2,000	779	38.95%	480
R&M-Security Cameras	1,000	708	70.80%	708
R&M-Backflow Inspection	154	-	0.00%	-
Fire Ext Inspection & Repairs	500	-	0.00%	-
R&M-Fire Alarm	500	340	68.00%	-
Fire Alarm Inspection	200	-	0.00%	-
R&M-Fire Sprinklers	500	-	0.00%	-
R&M - Computer/Internet	2,500	468	18.72%	-
Misc-Cable TV Expenses	1,398	425	30.40%	107
Misc-Clubhouse Activities	4,800	-	0.00%	-
Misc-Contingency	10,000	2,190	21.90%	220
Office Supplies	3,000	350	11.67%	184
Cleaning Supplies	2,600	32	1.23%	-
Cleaning Services	500	-	0.00%	-
Total Clubhouse and Recreation	197,881	69,439	35.09%	10,247
Reserves				
Reserves - Irrigation System	15,000	-	0.00%	-
Reserve - Roadways	32,394	-	0.00%	-
Reserve-Stormwater System	29,220	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-23 ACTUAL
Reserve - Tennis Court	10,000	-	0.00%	-
Reserves - Wall	28,435	-	0.00%	-
Total Reserves	115,049	-	0.00%	-
TOTAL EXPENDITURES & RESERVES	704,519	406,789	57.74%	42,832
Excess (deficiency) of revenues				
Over (under) expenditures	-	423,347	0.00%	201,829
OTHER FINANCING SOURCES (USES)				
Extraordinary Gain / Loss	-	(165,897)	0.00%	-
TOTAL FINANCING SOURCES (USES)	-	(165,897)	0.00%	-
Net change in fund balance	\$ -	\$ 257,450	0.00%	\$ 201,829
FUND BALANCE, BEGINNING (OCT 1, 2022)	617,902	617,902		
FUND BALANCE, ENDING	\$ 617,902	\$ 875,352		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-23 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 10	\$ 1,396	13960.00%	\$ 389
Special Assmnts- Tax Collector	180,800	171,385	94.79%	23,487
Special Assmnts- Discounts	(7,232)	(6,814)	94.22%	(858)
TOTAL REVENUES	173,578	165,967	95.62%	23,018
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessment Collection Cost	3,616	2,556	70.69%	453
Total Administration	3,616	2,556	70.69%	453
<u>Debt Service</u>				
Principal Debt Retirement	85,000	-	0.00%	-
Principal Prepayments	-	5,000	0.00%	-
Interest Expense	98,040	49,020	50.00%	-
Total Debt Service	183,040	54,020	29.51%	-
TOTAL EXPENDITURES	186,656	56,576	30.31%	453
Excess (deficiency) of revenues Over (under) expenditures	(13,078)	109,391	n/a	22,565
<u>OTHER FINANCING SOURCES (USES)</u>				
Extraordinary Gain / Loss	-	(47,716)	0.00%	-
Contribution to (Use of) Fund Balance	(13,078)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(13,078)	(47,716)	n/a	-
Net change in fund balance	\$ (13,078)	\$ 61,675	n/a	\$ 22,565
FUND BALANCE, BEGINNING (OCT 1, 2022)	176,678	176,678		
FUND BALANCE, ENDING	\$ 163,600	\$ 238,353		

**Heritage Lake Park
Community Development District**

Supporting Schedules

January 31, 2023

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2023**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Interest Costs	Final Judgement	Gross Amount Received	ALLOCATION BY FUND						
							General Fund	Interest Costs	Final Judgement	Series 2005 Debt Service Fund	Interest Costs	Final Judgement	
Assessments Levied						\$ 904,362	\$ 723,562				\$ 180,800		
Allocation %						100%	80%				20%		
Real Estate Installment													
11/04/22	\$ 13,449	\$ 773	\$ 274	\$ -	\$ -	\$ 14,497	\$ 11,492	-	-	-	\$ 3,005	-	-
Real Estate Current													
12/01/22	3,900	166	80	-	-	4,146	3,301	-	-	-	845	-	-
12/01/22	19,580	832	400	-	-	20,812	16,504	-	-	-	4,309	-	-
12/01/22	29,370	1,249	599	-	-	31,219	24,755	-	-	-	6,463	-	-
Final Judgement	(52,851)	-	-	-	52,851	-	-	-	41,922	-	-	-	10,929
12/01/22	213,107	9,061	4,349	-	-	226,517	184,443	-	-	-	42,074	-	-
Final Judgement	(157,547)	-	(3,215)	83,228	77,534	-	-	64,183	59,792	-	-	19,045	17,742
Net	55,560	9,061	1,134	83,228	77,534	226,517	184,443	64,183	59,792	42,074	19,045	17,742	
Real Estate Current													
12/08/22	104,647	4,449	2,136	-	-	111,232	88,294	-	-	-	22,938	-	-
12/15/22	315,152	13,400	6,432	-	-	334,984	266,719	-	-	-	68,265	-	-
01/12/23	107,104	4,142	2,186	-	-	113,432	89,945	-	-	-	23,487	-	-
	582,464	33,298	12,966	83,228	130,385	842,341	673,960	64,183	101,714	168,380	19,045	28,671	
TOTAL	\$ 595,913	\$ 34,072	\$ 13,240	\$ 83,228	\$ 130,385	\$ 856,837	\$ 685,452	\$ 64,183	\$ 101,714	\$ 171,385	\$ 19,045	\$ 28,671	
% COLLECTED						94.74%	94.73%			94.79%			
TOTAL OUTSTANDING						\$ 47,524	\$ 38,109			\$ 9,415			

Cash and Investment Balances
January 31, 2023

<u>ACCOUNT NAME</u>	<u>ACCOUNT TYPE</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Public Funds	Checking	Synovus	0.00%	\$ 665,857
Cash On Hand/Petty Cash				800
			Subtotal	\$ 666,657
Public Funds	Money Market	BankUnited	3.00%	198,858
Government Interest	Checking	Valley National Bank	4.00%	149,559
			Subtotal	\$ 348,417
DEBT SERVICE FUND				
Series 2005 Prepayment Account		U.S. Bank	4.04%	3,748
Series 2005 Reserve Fund		U.S. Bank	4.04%	121,208
Series 2005 Revenue Fund		U.S. Bank	4.04%	3,223
			Subtotal	\$ 128,179 (1)
			Total	\$ 1,143,253

Note 1 - Invested in US Bank First American Government Obligation Fund

Heritage Lake Park CDD

Bank Reconciliation

Bank Account No. 9900 SYNOVUS GF CHECKING
 Statement No. 01-23 A
 Statement Date 1/31/2023

G/L Balance (LCY)	665,857.22	Statement Balance	665,857.22
G/L Balance	665,857.22	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	665,857.22
Subtotal	665,857.22	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	665,857.22	Ending Balance	665,857.22
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 1/1/23 to 1/31/23

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
SYNOVUS GF CHECKING - (ACCT#XXXXX9900)							
CHECK # 11066							
01/05/23	Employee	DAVID M. GROUT	PAYROLL	January 05, 2023 Payroll Posting			\$349.40
Check Total							\$349.40
CHECK # 11067							
01/03/23	Vendor	NEICE RESTORATION, LLC	IANHLPMAILBOX4	MAILBOX REPAIRS	Misc-Contingency	001-549900-53901	\$4,489.64
01/03/23	Vendor	NEICE RESTORATION, LLC	IANHLPCLUBHO2040	MITIGATION PERF FOLLOWING HURRICANE IAN	Misc-Contingency	001-549900-53901	\$37,500.69
Check Total							\$41,990.33
CHECK # 11068							
01/12/23	Employee	LAWRENCE G. FORLANO	PAYROLL	January 12, 2023 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 11069							
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	PAYROLL PROCESSING FEE	001-549900-57212	\$5.00
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	WEB ADMIN	001-531094-51301	\$113.00
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	PROJ MANAGER	001-531027-53901	\$156.25
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	RECORD STORAGE FEES	001-551002-51301	\$8.33
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	FIELD MGMT	001-531016-53901	\$506.50
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	POSTAGE	001-541006-51301	\$13.68
01/11/23	Vendor	INFRAMARK, LLC	87411	DEC 2022 MGMT FEES	ADMIN FEES	001-531027-51201	\$5,190.83
Check Total							\$5,993.59
CHECK # 11070							
01/11/23	Vendor	FEDEX	7-996-90485	FEDEX TO J4 DEVELOPMENT	Postage and Freight	001-541006-51301	\$18.24
Check Total							\$18.24
CHECK # 11071							
01/19/23	Employee	DAVID M. GROUT	PAYROLL	January 19, 2023 Payroll Posting			\$257.05
Check Total							\$257.05
CHECK # 11072							
01/18/23	Vendor	WENZEL ELECTRICAL SERVICES INC	245144	ALARM MONITORING JAN-MAR 2023	Fire Alarm Monitoring	001-531082-57212	\$135.00
Check Total							\$135.00
CHECK # 11073							
01/18/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	2851	MASSEY THRU NOV 2022	ProfServ-Legal Services	001-531023-51401	\$479.50
01/18/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	2850	GEN MATTERS THRU NOV 2022	ProfServ-Legal Services	001-531023-51401	\$837.64
Check Total							\$1,317.14
CHECK # 11074							
01/18/23	Vendor	ENVERA SYSTEMS	722038	JAN 2023 GATE ACCESS/AMENITIES	Prepaid Items	155000	\$5,937.08
01/18/23	Vendor	ENVERA SYSTEMS	00056176	INSTALL SEC CAMERA	Misc-Contingency	001-549900-53904	\$5,447.00
Check Total							\$11,384.08
CHECK # 11075							
01/18/23	Vendor	BRYANT MILLER OLIVE P.A.	79565	LEGAL SERVICES THRU NOV 2022	ProfServ-Legal Services	001-531023-51401	\$2,030.00
Check Total							\$2,030.00
CHECK # 11076							
01/18/23	Vendor	NEW IQ, LLC	35413	PREVENTATIVE MAINT CAMERA SYSTEM	R&M-Security Cameras	001-546345-57212	\$550.00
Check Total							\$550.00
CHECK # 11077							
01/18/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-32856	DEC WETLAND MAINT	ProfServ-Wetlands	001-531048-53901	\$412.00
01/18/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-34147	DEC LAKE MAINT	ProfServ-Wetlands	001-531048-53901	\$504.70
Check Total							\$916.70
CHECK # 11078							
01/18/23	Vendor	LINDA ROSS	113022	BATTERIES FOR GATEHOUSE DOOR LOCK	R&M-Buildings	001-546012-53904	\$3.75
01/18/23	Vendor	LINDA ROSS	103122-PC	PETTY CASH OCT 2022	Misc-Contingency	001-549900-53901	\$6.59
Check Total							\$10.34
CHECK # 11079							
01/18/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV145275	IRR REPAIRS - HURRICANE DAMAGE	Misc-Contingency	001-549900-53901	\$2,763.78
Check Total							\$2,763.78

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 1/1/23 to 1/31/23

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 11080							
01/19/23	Vendor	CALKINS LP GAS	1009207	TANK RENTAL THRU DEC 2023	Misc-Contingency	001-549900-57212	\$75.00
							Check Total
							<u>\$75.00</u>
CHECK # 11081							
01/19/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3010	MASSEY THRU DEC 2022	ProfServ-Legal Services	001-531023-51401	\$616.50
01/19/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3009	GEN MATTERS THRU DEC 2022	ProfServ-Legal Services	001-531023-51401	\$274.00
							Check Total
							<u>\$890.50</u>
CHECK # 11082							
01/19/23	Vendor	HOWARDS POOL WORLD INC	M693947	DEC 2022 POOL SVCS / EXTRA	EXTRA WKLY CLEANING	001-534078-57212	\$480.00
01/19/23	Vendor	HOWARDS POOL WORLD INC	M693947	DEC 2022 POOL SVCS / EXTRA	MONTHLY POOL SVC	001-534078-57212	\$735.00
							Check Total
							<u>\$1,215.00</u>
CHECK # 11083							
01/19/23	Vendor	FEDEX	8-002-65020	FEDEX TO NEICE RESTORATION	Postage and Freight	001-541006-51301	\$20.04
							Check Total
							<u>\$20.04</u>
CHECK # 11084							
01/19/23	Vendor	LINDA ROSS	123022-PC	UPS SHIPMENT PAYMENT	Postage and Freight	001-541006-51301	\$27.53
							Check Total
							<u>\$27.53</u>
CHECK # 11085							
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV143069	FAILED ALARMS ON CONTROLLER #7	Misc-Contingency	001-549900-53901	\$1,400.70
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV143067	CONTROLLER #7 REPAIRS	Misc-Contingency	001-549900-53901	\$5,823.00
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV145274	DEBRIS REMOVAL HURRICANE IAN	Misc-Contingency	001-549900-53901	\$52,500.00
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV146114	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$909.14
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV146535	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$1,371.92
01/19/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV143612	IRRIGATION REPAIRS-HURRICANE DAMAGE	Misc-Contingency	001-549900-53901	\$1,914.96
							Check Total
							<u>\$63,919.72</u>
CHECK # 11086							
01/19/23	Vendor	DISASTER LAW AND CONSULTING LLC	010423	LEGAL COUNSEL HURRICANE IAN DEC 2022	ProfServ-Legal Services	001-531023-51401	\$875.00
							Check Total
							<u>\$875.00</u>
CHECK # 11087							
01/19/23	Vendor	RESTLESS MECHANICAL &	HLP001	POOL PUMP REPAIRS/PARTS	R&M-Pools	001-546074-57212	\$475.00
							Check Total
							<u>\$475.00</u>
ACH #DD1201							
01/11/23	Vendor	CHARLOTTE COUNTY UTILITIES	121922-121310 ACH	BILL PRD 11/18-12/15/22	Utility - Water & Sewer	001-543021-57212	\$67.59
							ACH Total
							<u>\$67.59</u>
ACH #DD1202							
01/11/23	Vendor	CHARLOTTE COUNTY UTILITIES	121922-125125 ACH	BILL PRD 11/18-12/15/22	Utility - Water & Sewer	001-543021-57212	\$458.58
							ACH Total
							<u>\$458.58</u>
ACH #DD1203							
01/04/23	Employee	LINDA C. ROSS	PAYROLL	January 04, 2023 Payroll Posting			\$751.13
							ACH Total
							<u>\$751.13</u>
ACH #DD1205							
01/20/23	Vendor	WASTE MANAGEMENT INC OF FLORIDA	9943205-0336-4	REFUSE REMOVAL11/1-1/31/23	Utility - Refuse Removal	001-543020-57212	\$274.30
							ACH Total
							<u>\$274.30</u>
ACH #DD1206							
01/12/23	Employee	DOUGLAS L. CARVILLE	PAYROLL	January 12, 2023 Payroll Posting			\$154.70
							ACH Total
							<u>\$154.70</u>
ACH #DD1207							
01/12/23	Employee	PAUL R. EBERHARDT	PAYROLL	January 12, 2023 Payroll Posting			\$184.70
							ACH Total
							<u>\$184.70</u>
ACH #DD1208							
01/12/23	Employee	JAMES G. DEFILIPPO	PAYROLL	January 12, 2023 Payroll Posting			\$144.70
							ACH Total
							<u>\$144.70</u>
ACH #DD1209							
01/12/23	Employee	JAMES G. KRAUSS	PAYROLL	January 12, 2023 Payroll Posting			\$184.70
							ACH Total
							<u>\$184.70</u>

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 1/1/23 to 1/31/23

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH #DD1210							
01/14/23	Vendor	COMCAST	122322-3872 ACH	BILL PRD 1/6-2/5/23	Misc-Internet Services	001-549031-53903	\$153.85
ACH Total							\$153.85
ACH #DD1211							
01/18/23	Employee	LINDA C. ROSS	PAYROLL	January 18, 2023 Payroll Posting			\$863.62
ACH Total							\$863.62
ACH #DD1213							
01/27/23	Vendor	COMCAST	010623-2663 ACH	BILL PRD 1/19/23-2/18/23	Misc-Cable TV Expenses	001-549039-57212	\$107.19
01/27/23	Vendor	COMCAST	010623-2663 ACH	BILL PRD 1/19/23-2/18/23	Communication - Telephone	001-541003-53903	\$71.23
01/27/23	Vendor	COMCAST	010623-2663 ACH	BILL PRD 1/19/23-2/18/23	Misc-Internet Services	001-549031-53903	\$157.53
ACH Total							\$335.95
ACH #DD1214							
01/27/23	Vendor	VALLEY NATIONAL BANK	122122-6536 ACH	NOV/DEC 2022 PURCHASES	MICROSOFT RENEWAL	001-551002-57212	\$8.25
01/27/23	Vendor	VALLEY NATIONAL BANK	122122-6536 ACH	NOV/DEC 2022 PURCHASES	FLAG FOR MAIN ENTRANCE	001-549900-53904	\$69.97
01/27/23	Vendor	VALLEY NATIONAL BANK	122122-6536 ACH	NOV/DEC 2022 PURCHASES	LUMBRER	001-546165-53901	\$77.35
ACH Total							\$155.57
ACH #DD1216							
01/22/23	Vendor	FPL SUMMARY BILLING	011123 ACH	BILL PRD 12/12/22-1/11/23	Electricity - General	001-543006-53903	\$569.10
01/22/23	Vendor	FPL SUMMARY BILLING	011123 ACH	BILL PRD 12/12/22-1/11/23	Electricity - General	001-543006-53904	\$190.86
01/22/23	Vendor	FPL SUMMARY BILLING	011123 ACH	BILL PRD 12/12/22-1/11/23	Electricity - General	001-543006-57212	\$1,920.14
ACH Total							\$2,680.10
Account Total							<u>\$141,807.63</u>

Ninth Order of Business

9A

HERITAGE LAKE PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2024

Version 1 - Proposed Budget:

(Printed on 2/24/23 10:45 AM)

Prepared by:



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Heritage Lake Park
Community Development District

Operating Budget
Fiscal Year 2024

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB	PROJECTED	BUDGET
			FY 2023	JAN-2023	SEPT-2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 1,108	\$ 1,773	\$ 400	\$ 3,339	\$ 1,113	\$ 4,452	\$ 3,000
Room Rentals	-	655	-	-	-	-	-
Recreational Activity Fees	-	918	8,000	-	8,000	8,000	8,000
Special Assmnts- Tax Collector	803,668	723,563	723,561	685,452	38,109	723,561	723,561
Special Assmnts- Delinquent	-	1,333	-	-	-	-	-
Special Assmnts- Discounts	(28,376)	(25,824)	(28,942)	(27,257)	(381)	(27,638)	(28,942)
Settlements	1,679	32,909	-	162,370	-	162,370	-
Other Miscellaneous Revenues	283	2,020	500	4,903	-	4,903	500
Gate Bar Code/Remotes	3,487	3,116	1,000	1,329	1,973	3,302	3,000
TOTAL REVENUES	781,849	740,463	704,519	830,136	48,813	878,949	709,119
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	10,400	9,800	12,000	4,000	8,000	12,000	12,000
FICA Taxes	796	750	918	306	612	918	918
ProfServ-Arbitrage Rebate	-	-	600	-	600	600	600
ProfServ-Dissemination Agent	1,126	1,160	1,195	-	1,195	1,195	1,231
ProfServ-Engineering	708	14,915	4,000	-	4,000	4,000	4,000
ProfServ-Legal Services	39,283	36,734	24,844	13,492	9,000	22,492	24,844
ProfServ-Mgmt Consulting Serv	58,656	60,476	62,290	20,763	41,527	62,290	64,159
ProfServ-Trustee Fees	4,771	4,771	4,771	4,771	-	4,771	4,771
ProfServ-Website Maintenance	2,869	1,356	1,356	452	904	1,356	1,356
Auditing Services	3,725	3,900	3,725	-	3,900	3,900	3,900

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB	PROJECTED	BUDGET
	FY 2021	FY 2022	FY 2023	JAN-2023	SEPT-2023	FY 2023	FY 2024
Postage and Freight	677	408	600	146	397	543	600
Insurance - General Liability	4,132	4,317	4,447	3,381	-	3,381	3,482
Printing and Binding	5	1	50	-	10	10	50
Legal Advertising	1,042	1,094	2,000	-	-	-	2,000
Misc-Bank Charges	344	510	100	217	434	651	100
Misc-Assessmnt Collection Cost	5,246	4,993	14,471	10,684	762	11,446	14,471
Office Supplies	-	25	35	41	-	41	35
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	133,955	145,384	137,577	58,428	71,340	129,768	138,692
Field							
ProfServ-Field Management	5,729	5,901	6,078	2,026	4,052	6,078	6,260
ProfServ-Mgmt Consulting Services	3,156	4,969	-	938	4,063	5,001	5,000
ProfServ-Wetlands	10,680	10,867	11,000	3,667	7,334	11,001	11,000
Contracts-Landscape	69,912	72,189	74,170	24,722	49,446	74,168	74,170
Contracts-Buffer Wall	3,500	3,500	7,000	-	7,000	7,000	7,000
R&M-General	7,524	6,291	9,600	20	-	20	9,600
R&M-Irrigation	22,978	13,265	12,000	5,560	-	5,560	12,000
R&M-Lake	-	5,000	5,000	895	-	895	5,000
R&M-Mulch	7,200	7,200	7,200	-	-	-	7,200
R&M-Sidewalks	-	-	3,000	-	-	-	3,000
R&M-Tree and Trimming	9,405	-	5,995	-	-	-	5,995
R&M-Lights	3,187	4,275	4,000	-	-	-	4,000
R&M-Wall	3,933	3,865	8,000	77	-	77	8,000
Misc-Contingency	9,227	8	16,950	208,390	-	208,390	13,845
Cap Outlay - Irrigation	31,871	-	-	-	-	-	-
Total Field	188,302	137,330	169,993	246,295	71,895	318,190	172,070

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB	PROJECTED	BUDGET
			FY 2023	JAN-2023	SEPT-2023	FY 2023	FY 2024
				-			
Utilities							
Communication - Telephone	742	843	900	278	556	834	900
Electricity - General	4,886	5,493	6,000	1,958	3,916	5,874	6,000
Internet Services	2,901	3,498	3,141	1,127	2,254	3,381	3,400
Total Utilities	8,529	9,834	10,041	3,363	6,726	10,089	10,300
Gatehouse							
Towing Services	-	-	250	-	-	-	250
Contracts-Gates	-	1,080	1,080	-	1,080	1,080	1,080
Contracts-Security System	57,918	59,935	61,148	20,336	40,722	61,058	62,916
Electricity - General	2,925	2,492	3,000	751	1,502	2,253	3,000
R&M-Buildings	50	954	500	4	496	500	500
R&M-Gate	3,388	3,702	3,000	1,291	2,254	3,545	3,000
Misc-Contingency	6,217	5,556	5,000	6,882	-	6,882	5,000
Total Gatehouse	70,498	73,719	73,978	29,264	46,054	75,318	75,746
Clubhouse and Recreation							
Payroll-Salaries	16,146	19,163	26,000	7,180	18,820	26,000	26,000
Payroll-Maintenance	9,750	9,200	10,400	3,030	7,370	10,400	10,400
Payroll Taxes	1,981	2,170	2,785	781	2,004	2,785	2,785
Workers' Compensation	592	1,778	800	-	800	800	800
Fire Alarm Monitoring	540	540	540	270	270	540	540
Contracts-Fountain	680	690	680	-	680	680	680
Contracts-Security Camera	550	-	550	-	550	550	550
Contracts-Pools	14,400	14,920	15,580	4,926	6,409	11,335	16,374
Contracts-Cleaning Services	12,420	12,420	12,420	2,946	8,280	11,226	12,420
Contracts-HVAC	1,968	1,968	1,968	-	1,968	1,968	1,968
Contracts-Pest Control	1,800	1,800	1,800	-	1,200	1,200	1,800

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JAN-2023	FEB SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
Contracts-Security System	9,718	10,010	10,162	3,387	6,774	10,161	10,467
Pest Control - Bldg/Gnds	1,895	1,199	1,620	-	1,547	1,547	1,620
Electricity - General	15,716	18,200	18,000	6,945	13,890	20,835	18,564
Utility - Refuse Removal	2,933	3,179	3,179	1,097	2,194	3,291	3,292
Utility - Water & Sewer	6,068	6,280	6,500	2,133	4,266	6,399	6,500
Insurance - Property	37,696	32,283	33,251	30,067	-	30,067	30,969
R&M-General	4,460	4,272	4,000	-	-	-	4,000
R&M-Fountain	154	317	500	-	500	500	500
R&M-Pools	7,441	2,396	8,694	1,140	-	1,140	8,694
R&M - Tennis Courts	72	16,589	6,000	-	-	-	6,000
R&M - Fitness Equipment	1,554	1,739	2,800	245	-	245	2,800
R&M - Fitness Center	351	227	2,000	779	-	779	2,000
R&M - Security Cameras	1,441	15,098	1,000	708	292	1,000	1,000
R&M-Backflow Inspection	145	130	154	-	154	154	154
Fire Ext Inspection & Repairs	98	137	500	-	118	118	500
R&M-Fire Alarm	-	400	500	340	160	500	500
Fire Alarm Inspection	198	198	200	-	200	200	200
R&M-Fire Sprinklers	450	450	500	-	500	500	500
R&M - Computer/Internet	1,525	5,015	2,500	468	-	468	2,500
Misc-Cable TV Expenses	1,204	1,389	1,398	425	858	1,283	1,286
Misc-Clubhouse Activities	34	1,380	4,800	-	707	707	4,800
Misc-Contingency	4,840	17,097	10,000	2,190	-	2,190	10,000
Office Supplies	2,177	2,123	3,000	350	-	350	3,000
Cleaning Supplies	373	542	2,600	32	426	458	2,600
Cleaning Services	-	-	500	-	500	500	500
Cap Outlay - Other	29,928	-	-	-	-	-	-
Total Clubhouse and Recreation	191,298	205,299	197,881	69,439	81,436	150,875	197,262

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB	PROJECTED	BUDGET
	FY 2021	FY 2022	FY 2023	JAN-2023	SEPT-2023	FY 2023	FY 2024
Reserves							
Reserve-Irrigation System	-	-	15,000	-	-	-	15,000
Reserve-Roadways	-	43,395	32,394	-	-	-	32,394
Reserve-Stormwater System	-	16,608	29,220	-	-	-	29,220
Reserve-Tennis Courts	-	-	10,000	-	-	-	10,000
Reserve-Wall	-	53,196	28,435	-	-	-	28,435
Total Reserves	-	113,199	115,049	-	-	-	115,049
TOTAL EXPENDITURES & RESERVES	592,582	684,765	704,519	406,789	277,451	684,240	709,119
Excess (deficiency) of revenues							
Over (under) expenditures	189,267	55,698	-	423,347	(228,638)	194,709	0
OTHER FINANCING SOURCES (USES)							
Extraordinary Gain / Loss	-	-	-	(165,897)	-	(165,897)	-
TOTAL OTHER SOURCES (USES)	-	-	-	(165,897)	-	(165,897)	0
Net change in fund balance	189,267	55,698	-	257,450	(228,638)	28,812	(0)
FUND BALANCE, BEGINNING	372,937	562,204	617,902	617,902	-	617,902	646,714
FUND BALANCE, ENDING	\$ 562,204	\$ 617,902	\$ 617,902	\$ 875,352	\$ (228,638)	\$ 646,714	\$ 646,714

Budget Narrative
Fiscal Year 2024

REVENUES

Interest – Investments

The District earns interest income on their checking account and other Money Market accounts.

Recreational Activity Fees

This is the Revenue from the events that the activities department holds throughout the year.

Special Assessment - Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for debt service expenditures during the Fiscal Year.

Special Assessment - Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Other Miscellaneous Revenues

Revenue received from miscellaneous sources.

Gate Bar Code/Remotes

Revenue received from the sales of gate remotes.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Administrative

P/R - Board of Supervisors

Chapter 190, Florida Statutes, allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending all the meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services - Arbitrage Rebate

The District contracted with LLS Tax Solutions, Inc. to annually calculate the District's arbitrage rebate liability on its bonds.

Professional Services - Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The District has contracted with Inframark Infrastructure Management Services to provide these reports.

Professional Services - Engineering

The District's engineer, currently Stantec Engineering, provides general engineering services to the District, i.e., attendance and preparation for board meetings, annual review of District facilities, and other specifically requested assignments.

Professional Services - Legal Services

The District's legal counsel Persson & Cohen to provide general legal services to the District, i.e., attendance and preparation for monthly meetings, review of operating and maintenance contracts, and other specifically requested assignments. Subject to CPI increase on October 1st.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Administrative (continued)

Professional Services - Management Consulting

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, LLC. Also included are costs for Information Technology charges to process all the District's financial activities, i.e., accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

VENDOR	DESCRIPTION	AMOUNT
Inframark (\$60 included for P/R processing fee)	CDD Management	\$5,346.58/month
	TOTAL	\$64,159

Professional Services – Trustee Fees

The District pays US Bank an annual fee for trustee services on the Series 2005 Special Assessment Bond. The budgeted amount for the fiscal year is based on standard fees charged plus any out-of-pocket expenses. Period 10/1/22 through 9/30/23.

VENDOR	DESCRIPTION	AMOUNT
U.S. Bank	Trustee fees	\$4,771/annually
	TOTAL	\$4,771

Professional Services – Website Maintenance

Inframark Infrastructure Management Services oversees the District's email accounts and aids Campus Suite regarding the website, as necessary.

VENDOR	DESCRIPTION	AMOUNT
Inframark	Website	\$113/month
	TOTAL	\$1,356

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Administrative (continued)

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for this fiscal year is based on contracted fees from an existing engagement letter with an accounting firm.

VENDOR	DESCRIPTION	AMOUNT
Berger, Toombs, Elam, Gaines & Frank	Financial Audit	\$3,900
	TOTAL	\$3,900

Postage and Freight

Postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance - General Liability

The District has General Liability & Public Officials liability insurance policy with Preferred Governmental Insurance Trust. PGIT specializes in providing insurance coverage to governmental agencies.

VENDOR	DESCRIPTION	AMOUNT
PGIT	Public Officials and Employment Practices Liability	\$3,482
	TOTAL	\$3,482

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Administrative *(continued)*

Legal Advertising

The District is required to advertise various notices for Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous - Bank Charges

Fees associated with maintaining the District's bank accounts.

Miscellaneous - Assessment Collection Cost

The District reimburses the Charlotte County Tax Collector for applicable necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Field

Professional Services - Field Management

The District contracted with Inframark to oversee the field operations of the property and perform six inspections.

VENDOR	DESCRIPTION	AMOUNT
Inframark	Field Management	\$521.67/month
	TOTAL	\$6,260

Professional Services – Management Consulting Services

The District contracted with Inframark to for extra field operations of the property.

VENDOR	DESCRIPTION	AMOUNT
Inframark	Management Consulting Services	
	TOTAL	\$5,000

Professional Services - Wetlands

The District contract with Solitude Lake Management (formerly Lakemasters Aquatic Weed Control, Inc.) on 8/05/13 for lake and waterways management. Included are algae & aquatic weed control; border grass and brush control; water testing; monthly management report; aquatic consultation; and triploid grass carp with F.G.G.W.C. permit approval \$5.75 per fish. One-time Start-up Fee \$700. The monthly service amount of the contract is \$890. Twelve months agreement.

VENDOR	DESCRIPTION	AMOUNT
Solitude Lake Management	Lake&Water Mgmt	\$916.70/month
	TOTAL	\$11,000

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Field (continued)

Contracts – Landscape

The District contracted with Down To Earth Landscape & Irrigation to provide service for all the communal areas which include mowing, edging, trimming, debris removal, irrigation maintenance, fertilization and weed/pest control for sod, shrubs irrigation maintenance and annuals, pruning of shrubs and trimming of all palm trees.

VENDOR	DESCRIPTION	AMOUNT
Down To Earth Landscape & Irrigation.	Lawn/ Irrigation Maintenance	\$6,180.80/month
	TOTAL	\$74,170

Contracts - Buffer Wall

The District contracted with Down To Earth Landscape & Irrigation to trim the ten-foot buffer/overhanging along the exterior wall annually.

VENDOR	DESCRIPTION	AMOUNT
Down To Earth Landscape & Irrigation	Buffer Wall	\$7,000/bi-annually
	TOTAL	\$7,000

R&M - General

The cost of any maintenance expenditures that are incurred during the year, such as repairs to the roads at the community. It is of a general nature and covers everything except the clubhouse, gatehouse, pool, irrigation, and landscaping.

R&M - Irrigation

Repairs and maintenance of the irrigation systems throughout the Community not part of the Landscape Maintenance Contract with Down To Earth Landscape & Irrigation.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Field** (continued)**R&M - Lake**

Unscheduled lake maintenance not included in contract.

R&M - Mulch

Mulch needed for District property.

R&M - Sidewalks

Maintenance of District sidewalks.

R&M – Trees and Trimming

The District has contracted with Down To Earth Landscape & Irrigation for tree trimming services.

R&M - Lights

Maintenance and repairs of streetlights throughout the Community.

R&M - Wall

Repairs and maintenance of walls surrounding the District.

Miscellaneous - Contingency

This category provides funds for administrative expenditures that may not have been budgeted anywhere else.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Utilities

Communication - Telephone

Includes monthly service fee for business voice for the gatehouse and clubhouse with Comcast.

Electricity - General

This represents the estimated cost for electricity of the various accounts with FPL within the District.

VENDOR	ACCOUNT#	SERVICE ADDRESS
FPL	08753-80461	2026 Royal Tern Cir/Well
FPL	19241-52265	25503 Heritage Lake Blvd/Well
FPL	47210-91249	2040 Willow Hammock Cir/Well 2
FPL	53050-96017	2080 Willow Hammock/Cir/Well
FPL	54492-72144	Streetlights Heritage Lakes
FPL	63370-44090	2060 Willow Hammock Cir/Well
FPL	81253-25533	2180 Heron Lakes Dr/Well

Internet Services

Business internet services from Comcast for the clubhouse and fitness center.

VENDOR	DESCRIPTION/ACCOUNT#	AMOUNT
Comcast	25635 Heritage Lake Blvd, 8535 10 060 0862663	
Comcast	25365 Rampart Blvd, 8535 10 060 0813872	
	TOTAL	\$ 3,400

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Gatehouse

Towing Services

Costs for towing services.

Contracts - Gates

The District has contracted with Action Automatic Door Company to maintain the gates.

VENDOR	DESCRIPTION	AMOUNT
Action Automatic Door Company	Gate Maintenance	\$1,080/annually
	TOTAL	\$1,080

Contracts – Security System

The District has contracted with Hidden Eyes LLC dba Envera Systems to monitor and maintain the security system.

VENDOR	DESCRIPTION	AMOUNT
Hidden Eyes LLC	Security System	\$5,243/month
	TOTAL	\$62,916

Electricity - General

This represents the estimated cost for electricity of the guardhouse account with FPL within the District.

VENDOR	ACCOUNT#	SERVICE ADDRESS
FPL	45064-51261	25365 Rampart Blvd/Guardhouse

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Gatehouse *(continued)*

R&M - Building

General maintenance cost related to the gatehouse.

R&M - Gate

The cost of any maintenance expenditures that are incurred during the year related to the District's gates.

Miscellaneous - Contingency

This category provides funds for gatehouse expenditures that may not have been budgeted anywhere else.

Clubhouse and Recreation

Payroll - Salaries

The District has office personnel to work in the office during the week.

JOB	DESCRIPTION	AMOUNT
Office Activities Coordinator	Salary	5 days per week
	TOTAL	\$26,000

Payroll - Maintenance

The District has maintenance technician to work in the District field during the week.

JOB	DESCRIPTION	AMOUNT
Maintenance Technician	Salary	2 days per week
	TOTAL	\$10,400

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Clubhouse and Recreation (continued)

Payroll Taxes

Payroll taxes on office personnel's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total personnel's payroll expenditures.

Workers' Compensation

Workers' compensation on office personnel's compensation.

Fire Alarm Monitoring

The District contracted with Wenzel Electric to monitor the fire alarm.

VENDOR	DESCRIPTION	AMOUNT
Wenzel Electric	Fire Alarm Monitoring	\$135/quarter
	TOTAL	\$540

Contracts - Fountain

The District contracted with Aquatic Systems, Inc. Features to provide service for fountain maintenance.

VENDOR	DESCRIPTION	AMOUNT
Solitude Lake Management	Fountain Maintenance	\$170/quarter
	TOTAL	\$680

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts – Security Camera

The District contracted with New IQ, LLC for preventative camera system maintenance agreement. Either party can cancel in writing 30 days prior to anniversary date.

VENDOR	DESCRIPTION	AMOUNT
New IQ, LLC	Camera Maintenance	\$550/annually
	TOTAL	\$550

Contracts - Pools

The District contracted with Howard’s Pool World, Inc. on 6/10/11 for pool maintenance. Contract can be cancelled at any time.

VENDOR	DESCRIPTION	AMOUNT
Howard’s Pool World, Inc.	Pool Maintenance	\$801.15/month plus extra cleaning
	TOTAL	\$16,374

Contracts - Cleaning Services

The District contracted with Coverall North America to clean the clubhouse.

VENDOR	DESCRIPTION	AMOUNT
Coverall North America, Inc.	Cleaning Services	\$1,035/month
	TOTAL	\$12,420

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts - HVAC

The District contracted with Grande Aire Service, Inc. for HVAC systems in the clubhouse, fitness center, and gatehouse along with the clubhouse ice machine. Services include 2 preventative maintenances per year on the six air conditioning systems and ice machine along with a 10% discount on any additional repair services needed.

VENDOR	DESCRIPTION	AMOUNT
Grande Aire Service, Inc.	HVAC/Fitness/ Gatehouse/Ice Machine Maintenance (2 preventives Maintenance per Year). 10% discount on additional repairs.	\$1,968/ year
	TOTAL	\$1,968

Contracts-Pest Control

Monthly pest control service.

VENDOR	DESCRIPTION	AMOUNT
Pest Eliminators, Inc.	Pest Control	\$150/month
	TOTAL	\$1,800

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts – Security System

The District has contracted with Hidden Eyes LLC dba Envera Systems to monitor and maintain the security system.

VENDOR	DESCRIPTION	AMOUNT
Hidden Eyes LLC	Security System	\$872.25/month
	TOTAL	\$10,467

Pest Control – Building/Grounds

Incidental pest control services not part of contract.

Electricity - General

This represents the estimated cost for electricity of two accounts with FPL within the District.

VENDOR	ACCOUNT#	SERVICE ADDRESS
FPL	30047-84199	25633 Heritage Lake Blvd/Fitness
FPL	72166-44299	25635 Heritage Lake Blvd/Clubhouse

Utility - Refuse Removal

Approximate fees paid for the removal of trash from the property.

VENDOR	DESCRIPTION	AMOUNT
Waste Management	Trash removal 8-yard dumpster	\$274.30/month
	TOTAL	\$3,292

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Clubhouse and Recreation (continued)

Utility - Water & Sewer

This represents the estimated cost from Charlotte County Utilities for water, sewer utility charges related to the clubhouse and fitness center.

Insurance - Property

The District has property insurance policy with Preferred Governmental Insurance Trust. An agency that specializes in providing insurance coverage to governmental agencies. The coverage includes property and inland marine; general liability; and auto.

VENDOR	DESCRIPTION	AMOUNT
PGIT	Property & Inland Marine/Vehicle	\$30,969
	TOTAL	\$30,969

R&M - General

Expenditures incurred during the fiscal year for the repair and maintenance of the Tennis Courts, and Fitness Center.

R&M - Fountain

Non-contractual maintenance and repairs of the District's fountain.

R&M - Pools

Expenditures incurred during the fiscal year for miscellaneous repairs to the pool.

R&M - Tennis Courts

Miscellaneous maintenance costs for the tennis courts.

R&M - Fitness Equipment

Repairs and maintenance of fitness equipment by Fitness Services of Florida, Inc.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Clubhouse and Recreation** *(continued)***R&M - Fitness Center**

Fitness center floor renovation.

R&M - Security Cameras

Miscellaneous repairs to security cameras.

R&M - Backflow Inspection

Expenses for backflow inspections.

Fire Ext. Inspection & Repairs

Required fire extinguisher inspections and repairs for the District building by Lifeguard Security.

R&M - Fire Alarm

The District has an agreement with Wenzel Electric to maintain the fire alarm system.

Fire Alarm Inspection

The District has an agreement with Wenzel Electric to inspect the fire alarm system.

R&M - Fire Sprinklers

The District has an agreement with Access Fire Protection, Inc. to inspect the fire sprinkler system.

R&M - Computer/Internet

Computer services for the District computers. Includes yearly fees for the Supervisor emails and for the required website.

Miscellaneous - Cable TV Expenses

Cable Television services from Comcast for the clubhouse and gatehouse.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Clubhouse and Recreation** *(continued)***Miscellaneous - Clubhouse Activities**

These are the expenditures from the events that the activities department holds throughout the year.

Miscellaneous - Contingency

This category provides funds for clubhouse expenditures that may not have been budgeted anywhere else.

Office Supplies

Paper, printer cartridges, pens, and miscellaneous office supplies for the clubhouse office.

Cleaning Supplies

Supplies used to clean the clubhouse, exercise building, and gatehouse.

Cleaning Services

Non-contractual cleaning services performed by a cleaning company.

Capital Outlay - Other

Capital Outlay for future.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Reserves

Reserve – Roadways

Reserves for the District roadways.

Reserve – Stormwater System

Reserves for the stormwater system.

Reserves – Tennis Courts

Reserves for the tennis courts.

Reserves – Wall

Reserves for the exterior wall.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2024	\$ 646,714
Net Change in Fund Balance - Fiscal Year 2024	-
Reserves - Fiscal Year 2024 Additions	115,049
Total Funds Available (Estimated) - 9/30/2024	761,763

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - Operating Capital		148,517 ⁽¹⁾
Reserves Capital Projects (Prior Years)	76,539	<u>76,539</u>
Reserves - Irrigation FY 2023	15,000	
Reserves - Irrigation FY 2024	15,000	<u>30,000</u>
Reserves - Legal (Prior Years)	3,792	<u>3,792</u>
Reserves -Roadways (Prior Years)	209,779	
Reserves -Roadways FY 2023	32,394	
Reserves -Roadways FY 2024	32,394	<u>274,567</u>
Reserves -Stormwater system (Prior Years)	58,581	
Reserves -Stormwater system FY 2023	29,220	
Reserves -Stormwater system FY 2024	29,220	<u>117,021</u>
Reserves -Tennis Courts FY 2023	10,000	
Reserves -Tennis Courts FY 2024	10,000	<u>20,000</u>
Reserves -Wall (Prior Years)	32,109	
Reserves -Wall FY 2023	28,435	
Reserves -Wall FY 2024	28,435	<u>88,979</u>
	Subtotal	<u>610,898</u>

Total Allocation of Available Funds	759,415
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Total Unassigned (undesignated) Cash	\$ 2,348
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Notes

(1) Represents approximately 3 months of operating expenditures.

Heritage Lake Park
Community Development District

Debt Service Budget
Fiscal Year 2024

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB	PROJECTED	BUDGET
			FY 2023	JAN-2023	SEPT-2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 13	\$ 554	\$ 10	\$ 1,396	\$ 1,954	\$ 3,350	\$ 1,000
Special Assmnts- Tax Collector	180,800	180,800	180,800	171,385	9,415	180,800	180,800
Special Assmnts- Discounts	(6,353)	(6,532)	(7,232)	(6,814)	(94)	(6,908)	(7,232)
TOTAL REVENUES	174,460	174,822	173,578	165,967	11,275	177,242	174,568
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,180	1,245	3,616	2,556	188	2,744	3,616
Total Administrative	1,180	1,245	3,616	2,556	188	2,744	3,616
<i>Debt Service</i>							
Principal Debt Retirement	80,000	85,000	85,000	-	85,000	85,000	90,000
Principal Prepayments	5,000	5,000	-	5,000	-	5,000	-
Interest Expense	107,873	103,028	98,040	49,020	48,878	97,898	92,910
Total Debt Service	192,873	193,028	183,040	54,020	133,878	187,898	182,910
TOTAL EXPENDITURES	194,053	194,273	186,656	56,576	134,066	190,642	186,526
Excess (deficiency) of revenues							
Over (under) expenditures	(19,593)	(19,451)	(13,078)	109,391	(122,791)	(13,400)	(11,958)

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU JAN-2023	PROJECTED FEB SEPT-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
OTHER FINANCING SOURCES (USES)							
Extraordinary Gain / Loss	-	-	-	(47,716)	-	(47,716)	-
Contribution to (Use of) Fund Balance	-	-	(13,078)	-	-	-	(11,958)
TOTAL OTHER SOURCES (USES)	-	-	(13,078)	(47,716)	-	(47,716)	(11,958)
Net change in fund balance	(19,593)	(19,451)	(13,078)	61,675	(122,791)	(61,116)	(11,958)
FUND BALANCE, BEGINNING	215,723	196,130	176,679	176,679	-	176,679	115,563
FUND BALANCE, ENDING	\$ 196,130	\$ 176,679	\$ 163,601	\$ 238,354	\$ (122,791)	\$ 115,563	\$ 103,605

HERITAGE LAKE PARK

Community Development District

Series 2005 - Special Assessment Revenue Bonds

AMORTIZATION SCHEDULE

DATE	BALANCE	RATE	PRINCIPAL	Extra. Remdmt	INTEREST	TOTAL
11/01/2023	\$ 1,630,000.00	5.70%	\$ -		\$ 46,455.00	\$ 46,455.00
5/01/2024	\$ 1,630,000.00	5.70%	\$ 90,000.00		\$ 46,455.00	\$ 136,455.00
11/01/2024	\$ 1,540,000.00	5.70%	\$ -		\$ 43,890.00	\$ 43,890.00
5/01/2025	\$ 1,540,000.00	5.70%	\$ 95,000.00		\$ 43,890.00	\$ 138,890.00
11/01/2025	\$ 1,445,000.00	5.70%	\$ -		\$ 41,182.50	\$ 41,182.50
5/01/2026	\$ 1,445,000.00	5.70%	\$ 100,000.00		\$ 41,182.50	\$ 141,182.50
11/01/2026	\$ 1,345,000.00	5.70%	\$ -		\$ 38,332.50	\$ 38,332.50
5/01/2027	\$ 1,345,000.00	5.70%	\$ 105,000.00		\$ 38,332.50	\$ 143,332.50
11/01/2027	\$ 1,240,000.00	5.70%	\$ -		\$ 35,340.00	\$ 35,340.00
5/01/2028	\$ 1,240,000.00	5.70%	\$ 115,000.00		\$ 35,340.00	\$ 150,340.00
11/01/2028	\$ 1,125,000.00	5.70%	\$ -		\$ 32,062.50	\$ 32,062.50
5/01/2029	\$ 1,125,000.00	5.70%	\$ 120,000.00		\$ 32,062.50	\$ 152,062.50
11/01/2029	\$ 1,005,000.00	5.70%	\$ -		\$ 28,642.50	\$ 28,642.50
5/01/2030	\$ 1,005,000.00	5.70%	\$ 125,000.00		\$ 28,642.50	\$ 153,642.50
11/01/2030	\$ 880,000.00	5.70%	\$ -		\$ 25,080.00	\$ 25,080.00
5/01/2031	\$ 880,000.00	5.70%	\$ 130,000.00		\$ 25,080.00	\$ 155,080.00
11/01/2031	\$ 750,000.00	5.70%	\$ -		\$ 21,375.00	\$ 21,375.00
5/01/2032	\$ 750,000.00	5.70%	\$ 140,000.00		\$ 21,375.00	\$ 161,375.00
11/01/2032	\$ 610,000.00	5.70%	\$ -		\$ 17,385.00	\$ 17,385.00
5/01/2033	\$ 610,000.00	5.70%	\$ 145,000.00		\$ 17,385.00	\$ 162,385.00
11/01/2033	\$ 465,000.00	5.70%	\$ -		\$ 13,252.50	\$ 13,252.50
5/01/2034	\$ 465,000.00	5.70%	\$ 150,000.00		\$ 13,252.50	\$ 163,252.50
11/01/2034	\$ 315,000.00	5.70%	\$ -		\$ 8,977.50	\$ 8,977.50
5/01/2035	\$ 315,000.00	5.70%	\$ 155,000.00		\$ 8,977.50	\$ 163,977.50
11/01/2035	\$ 160,000.00	5.70%	\$ -		\$ 4,560.00	\$ 4,560.00
5/01/2036	\$ 160,000.00	5.70%	\$ 160,000.00		\$ 4,560.00	\$ 164,560.00
			\$ 1,630,000.00		\$ 713,070.00	\$ 2,343,070.00

Budget Narrative
Fiscal Year 2024

REVENUES

Interest – Investments

The District earns interest income on their checking account and other Money Market accounts.

Special Assessment - Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for debt service expenditures during the Fiscal Year.

Special Assessment - Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Administrative

Misc.-Assessment Collection Cost

The District reimburses the Charlotte County Tax Collector for applicable necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The fiscal year budget for all collection costs is based on a maximum of 2% of the anticipated assessment collections.

Debt Service

Principal Debt Retirement

The District pays regular principal payments annually to pay down/retire the debt.

Interest Expense

The District pays interest expense on the debt twice during the year.

Heritage Lake Park
Community Development District

Supporting Budget Schedule
Fiscal Year 2024

Comparison of Assessment Rates
Fiscal Year 2024 Budget vs. Fiscal Year 2023 Budget

Neighborhoods	Total Units/Acres	ERU Per Unit	On-Roll ERUs	Off-Roll Units	2024	2023	Percent Change	2024	2023	Percent Change	2024	2023	Percent Change
					O & M Per Unit	O & M Per Unit		Debt Svc Per Unit	Debt Svc Per Unit		Total Per Unit	Total Per Unit	
Condo	246.00	1.00	246.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.79	\$ 2,072.79	0.0%
Park Villa	116.00	1.00	116.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.79	\$ 2,072.79	0.0%
Luxury Villa	60.00	1.00	60.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 464.67	\$ 464.67	0.0%	\$ 2,115.03	\$ 2,115.03	0.0%
	422.00		422.00	-									
Commercial	14.16	3.77	53.38	-	\$507.86	\$507.86	0.0%	\$ -	\$ -	0.0%	\$ 507.86	\$ 507.86	0.0%

9B



HERITAGE LAKE PARK

MAINTENANCE: Mow and trim crew

- 1) Mowed common areas
- 2) Picked up piles of branches around lake
- 3) Sprayed for weeds

PEST CONTROL: No pest control

IRRIGATION:

- 1) Wet check completed

LANDSCAPE IMPROVEMENTS: Will be sending estimate on Monday for Palm and tree clean up by main road and behind building G



HERITAGE LAKE PARK 2/8/23 weekly report

MAINTENANCE: Mow and trim crew

- 1) Mowed common areas
- 2) Trimmed entrance plants and palms
- 3) Sprayed for weeds

PEST CONTROL: Fert installed, sprayed for weeds and insects

IRRIGATION:

- 1) Wet check completed

LANDSCAPE IMPROVEMENTS: None performed



HERITAGE LAKE PARK

MAINTENANCE: Mow and trim crew

- 1) Mowed common areas
- 2) Trimmed behind the clubhouse
- 3) Sprayed for weeds in all areas

PEST CONTROL: No pest control

IRRIGATION: Nothing to report

LANDSCAPE IMPROVEMENTS: Tree and palm removal scheduled for March 6-7th

9C



Heritage Lake Park CDD

02/21/23 – Field Management Report



www.inframarkims.com

Inspected by: **Jacob Whitlock**

1. Common Areas/Vacant Land

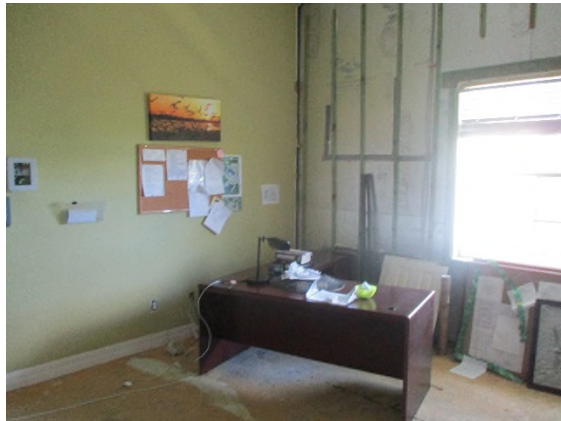
No issues observed.

2. Facilities

The pool was in use. Lake water levels were lower than previous report.

a. Backflow: No issues observed.

b. Clubhouse: The clubhouse interior is unchanged since last inspection.



i. Condenser Enclosure/HVAC: Unchanged since last inspection.



ii. Defibrillator: Defibrillator box alarm was operating as designed. Unit was charging.



iii. Doors: No issues observed.

iv. Fire Extinguishers/Alarm/Sprinkler System: Fire extinguisher has been removed due to reconstruction in progress. No other issues observed at this time.

v. Kitchen: No issues observed. Ice machine was turned off at time of inspection.



Library: Unchanged since last inspection.



Ceiling above library doorway.

Inside library ceiling.



vi. Perimeter of clubhouse:

Soffits and Gable roofs have been partially repaired since last inspection.

West side of clubhouse

East awning of clubhouse adjacent to pool



Parking lot cover port.



Rear of clubhouse.



Awning debris west side if clubhouse.



Metal hanging down after soffit repair.



Debris in the bushes behind clubhouse.



Wire hanging from soffit near front door.



- vii. Pool Table:** No issues observed.
- viii. Walkways:** No issues observed.
- ix. Water Fountains:** No issues observed.



x. Windows: No issues observed.

C. Fitness Center:

Makeshift CDD office in the fitness center. Unchanged since last inspection.

i. Bathrooms: No issues observed.

ii. Doors: No new issues observed.

iii. Equipment: No issues observed.

iv. Exterior: No issues observed.

v. Fencing: No issues observed.

vi. Water Heater: No issues observed.

vii. Windows: No issues observed.

d. Fountain: No new issues observed.

e. Gatehouse:

i. Awning: No new issues observed

ii. Cameras/Envera Equipment: No issues observed.

iii. Fire Extinguisher: No issues observed.

iv. Flooring: Unchanged since last inspection.

v. Plumbing/Electrical: No issues observed.

f. Mailbox Kiosks:

i. The fallen kiosk the west side Royal Tern Circle has been replaced. Fresh footer work has been completed. Mailboxes are not secure in the new structure and can shift if pushed with force. Better interior anchoring appears to be necessary.



Bushes around kiosk have been damaged by construction.



ii. Kiosk on east side of Royal Tern Circle has been repaired since previous report.



g. **Pool:** Residents were swimming at the time of inspection. Pool appeared to be in good working order at the time of inspection.

Pool pump running during inspection. Gate from club to pool was zip tied shut at time of inspection.



Pool equipment encloser fencing is unchanged since last inspection. Wall and fencing repairs proposals are in progress.



- i. Awning:** No issues observed.
 - ii. Chairs:** No issues observed.
 - iii. Equipment:** No issues observed.
 - iv. Fence:** No issues observed.
 - v. Lift:** No issues observed.
 - vi. Pool Deck:** No issues observed.
- h. Tennis Courts:** Tennis court fences and privacy covers are unchanged since last inspection.



i. Shed/Golf Cart: No issues observed.

3. Lake/Wetland Management

The water levels continue to fall as we go into dry season. All lake issues are low density unless otherwise noted.

a. Algae on Lakes: No issues observed.

b. Boundary Poles: No issues observed.

c. Grass Clippings in Lakes: No issues observed.

d. Littorals:

i. Thalia in lake 3.





e. Trash in Lakes: Lake C



f. Weeds:

- i. Alligator Flag on Lakes (native littoral, requested to be limited in the district):**
No issues observed.
- ii. Alligator Weed:** No issues observed.
- iii. Baby's Tears (native plant):** No issues observed.
- iv. Cattails on Lakes:** No issues observed.
- v. Climbing Hempvine:** No issues observed.
- vi. Dollar Weed on Lakes:** No issues observed.
- vii. Duckweed on Lakes:** No issues observed.
- viii. Spatterdock/Water Lilly on Lakes:** No issues observed.
- ix. Torpedo Grass:** No issues observed.
- x. Water Lettuce on Lakes:** No issues observed.

g. Wetlands:

" Protected Wetlands" signed is damaged. Roof and gutter debris present in wetlands behind lakeview 4



4. Landscaping: No issues observed.

a. Commercial Properties: Crew was observed pressure washing the building.



b. Debris Clean Up: No new issues observed.



- c. Edging:** No issues observed.
- d. Flower Beds:** No issues observed.
- e. Invasive/Exotic Issues:** No issues observed.
- f. Mowing:** No issues observed during the inspections.
- g. Plant Health:**
 - i.** No new issues observed.
- h. Tree Maintenance:** No issue observed.
 - i. Boundary Wall:** No issues observed.
 - ii. Entry Fencing/Monuments:**

Unchanged since last inspection.



- iii. Fitness Center:**
 - 1. Tennis Courts:** No new issues observed.
 - iv. Mailbox Kiosks:** No new issues observed.
 - v. Roadway Lighting:** No new issues observed.
 - vi. Stormwater System:** No new issues observed.
 - vii. Weeding:** No issues observed.
- 5. Irrigation System**
- a. Leaks:** No issues observed.

- b. Pump Station #1:** No new issues observed.
- Pump Station #2:** No issues observed.



- c. Pump Station #3:** No issues observed.



- d. Pump Station: #4:** No issues observed.
- e. Pump Station: #5:** No issues observed.



f. Pump Station: #6: No issues observed.



g. Pump Station #7: No issues observed.



- h. Valve covers:** No issues observed.
- i. Water Spigots:** No issues observed.
- j. Wiring:** No issues observed.

6. Perimeter Wall/Fencing/Monuments:

- a.** No new issues observed.

7. Roadways

a. Gate Systems: No issues observed.

b. Pavement:

i. Delamination and holes forming near entry gate house.



c. Roadway Lighting: No new issues observed.

d. Roadway Signage:

No issues observed.

8. Sidewalks

A small valley is forming in the brick walkway between the pool and tennis courts.



9. Stormwater Drainage System

a. Catch Basins: No issues observed.

b. Drain Culverts/Interconnects: No issues observed.

c. Erosion: No new issues observed.

d. Lake Weirs:

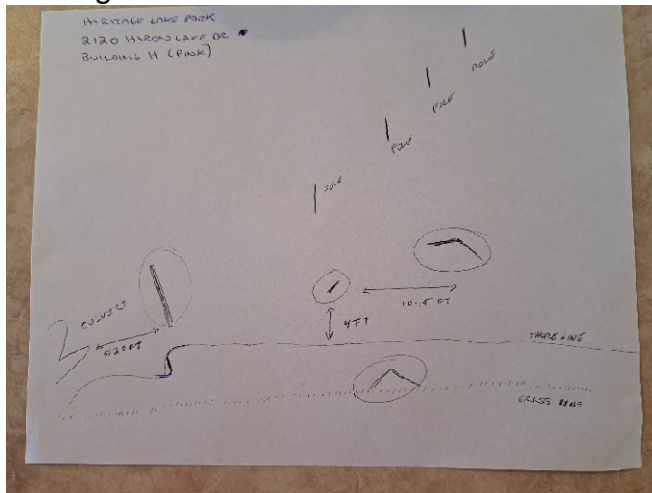
i. Outfall: No issues observed.

ii. Pool Drainage: Unchanged since previous inspection. Weeds should be sprayed out.



10. Residential Complaints/Concerns:

a. Resident from Heron Lake Dr building H stated that from her third-floor viewpoint there is building debris in lake C. Her sketch is below.



b. Resident informed me that he doesn't care for the state of the alligator flag in lake 3. He stated that there is too much of it and it is ugly. He also doesn't like the way the pool drainage area looks.

11. Fish/Wildlife Observations



- | | | | |
|---|--|--|-------------------------------------|
| <input type="checkbox"/> Bass | <input type="checkbox"/> Bream | <input type="checkbox"/> Catfish | <input type="checkbox"/> Gambusia |
| <input type="checkbox"/> Egrets | <input checked="" type="checkbox"/> Herons | <input type="checkbox"/> Coots | <input type="checkbox"/> Gallinules |
| <input type="checkbox"/> Anhinga | <input type="checkbox"/> Cormorant | <input type="checkbox"/> Osprey | <input type="checkbox"/> Ibis |
| <input type="checkbox"/> Woodstork | <input type="checkbox"/> Otter | <input checked="" type="checkbox"/> Alligators | <input type="checkbox"/> Snakes |
| <input checked="" type="checkbox"/> Turtles | <input type="checkbox"/> Other: _____ | | |

12. Non CDD Items: Future erosion issues possible. Rain gutters draining into pipes laying unburied on the ground.



9Di.



Work Order
 Work Order Number 00124705
 Created Date 2/10/2023

Account Heritage Lake Park CDD
 Contact Justin Faircloth
 Address 25614 Heritage Lake Blvd
 Punta Gorda, FL 33983

Work Details

Specialist Comments to Customer Treated lakes 1,2,3,4,L-B, and L-C for grasses pennywort,sedge, and primrose.
 Assigned Resource LUIS EGUIA

Work Order Assets

Asset	Status	Product Work Type
Heritage Lake Park Cdd LAKE ALL	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Heritage Lake Park Cdd LAKE ALL	SHORELINE WEED CONTROL	
Heritage Lake Park Cdd LAKE ALL	LAKE WEED CONTROL	
Heritage Lake Park Cdd LAKE ALL	ALGAE CONTROL	
Heritage Lake Park Cdd LAKE ALL		



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Heritage Lake Park Cdd LAKE ALL	ALGAE CONTROL	