

**Heritage Lake Park
Community Development District**

**August 7, 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

- James DeFilippo, Chairperson
- Greg Krauss, Vice Chairperson
- Douglas Carville, Assistant Secretary
- Lawrence Forlano, Assistant Secretary
- Niles Waring, Assistant Secretary

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

AGENDA

Monday, August 7, 2023 – 10:00 a.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Audience Comments on Agenda Items**
- 5. Public Hearing on Adopting Fiscal Year 2024 Budget**
 - A. Fiscal Year 2024 Budget Discussion
 - B. Open Public Hearing for Public Comments
 - C. Resident Comments
 - D. Close Public Hearing for Public Comment
 - E. Resolution 2023-5, Adopting the Fiscal Year 2024 Budget
 - F. Resolution 2023-6, Levying Assessments
- 6. Approval of Consent Agenda**
 - A. Minutes of the June 5, 2023 Meeting
 - B. Acceptance of the Financial Statements
 - C. Ratifications under Resolution 2017-03
- 7. Engineer's Report**
- 8. Old Business**
 - A. Hurricane Ian Updates
 - i. Fine Line Homes & Sprinklers Damage Update
 - a. Change Order 3 - Fence Repair
 - b. Change Order 4 – Wallpaper
 - ii. Signature Privacy Walls & Irrigation Damage Update
 - B. The CPR School, LLC Training Proposals
- 9. New Business**
 - A. Acceptance of Fiscal Year 2022 Audit
 - B. Mailbox Kiosk Discussion – July 7, 2023 USPS Letter
 - i. Pro-Hawk Industries, Inc. Job #071123
 - ii. Pro-Hawk Industries, Inc. Job #071123 CBU's
 - C. Proposed Fiscal Year 2024 Meeting Schedule
 - D. Gate Damage
 - E. Maintenance Technician Salary Discussion

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

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10. Manager's Report

- A. Field Manager's Report
- B. Landscape/Irrigation Update
 - i. Quality Audit Reports
 - ii. DTE – Trimming Flyer
- C. SOLitude Service Reports
- D. Update on Follow-Up Actions
 - i. Pool Pump/Heater Maintenance Proposals
 - ii. Financial Advisor Response Regarding Bond Refunding
 - iii. Envera Outstanding Items Update
 - iv. Insurance Update
 - v. Surplus Office Furniture
 - vi. Supervisors Responsibilities

11. Attorney's Report

- A. D.R. Horton Update
 - i. CDD Confirmation of Rights

12. Supervisors' Reports, Requests and Comments

13. Chairman's Comment

14. Audience Comments

15. Adjournment

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Heritage Lake Clubhouse
25635 Heritage Lake Boulevard
Punta Gorda, FL

Fifth Order of Business

5A

HERITAGE LAKE PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2024

Modified Tentative Budget:

(Printed on 7/26/23 at 10:10 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 Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	JULY -	PROJECTED	BUDGET
			FY 2023	JUNE-2023	SEPT-2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 1,108	\$ 1,773	\$ 400	\$ 9,316	\$ 3,105	\$ 12,421	\$ 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	817,921	-	817,921	789,462
Special Assmnts- Delinquent	-	1,333	-	-	-	-	-
Special Assmnts- Discounts	(28,376)	(25,824)	(28,942)	44,883	-	44,883	(31,578)
Settlements	1,679	32,909	-	272,957	-	272,957	-
Other Miscellaneous Revenues	283	2,020	500	975,860	-	975,860	500
Gate Bar Code/Remotes	3,487	3,116	1,000	2,129	1,173	3,302	3,000
TOTAL REVENUES	781,849	740,463	704,519	2,123,066	12,278	2,135,344	772,384
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	10,400	9,800	12,000	9,800	3,000	12,800	12,000
FICA Taxes	796	750	918	750	230	979	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	38,734	266	39,000	24,844
ProfServ-Mgmt Consulting Serv	58,656	60,476	62,290	46,717	15,572	62,289	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	1,017	339	1,356	1,397
Auditing Services	3,725	3,900	3,725	3,550	-	3,550	3,900

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUNE-2023	JULY - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
Postage and Freight	677	408	600	380	163	543	600
Insurance - General Liability	4,132	4,317	4,447	3,381	-	3,381	3,719
Printing and Binding	5	1	50	4	6	10	50
Legal Advertising	1,042	1,094	2,000	104	-	104	2,000
Misc-Bank Charges	344	510	100	286	95	381	100
Misc-Assessmnt Collection Cost	5,246	4,993	14,471	14,777	-	14,777	15,789
Office Supplies	-	25	35	83	-	83	35
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	133,955	145,384	137,577	124,529	25,466	149,995	140,287
Field							
ProfServ-Field Management	5,729	5,901	6,078	4,559	1,520	6,079	6,260
ProfServ-Mgmt Consulting Services	3,156	4,969	-	5,281	4,063	9,344	5,000
ProfServ-Wetlands	10,680	10,867	11,000	8,250	2,750	11,000	11,000
Contracts-Landscape	69,912	72,189	74,170	54,610	18,224	72,834	72,897
Contracts-Buffer Wall	3,500	3,500	7,000	-	7,000	7,000	7,000
R&M-General	7,524	6,291	9,600	53	-	53	9,600
R&M-Irrigation	22,978	13,265	12,000	8,582	-	8,582	12,000
R&M-Lake	-	5,000	5,000	2,870	-	2,870	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	3,629	-	3,629	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	394,133	-	394,133	32,185
Cap Outlay - Irrigation	31,871	-	-	-	-	-	-
Cap Outlay - Streetlights	-	-	-	16,428	-	16,428	-
Total Field	188,302	137,330	169,993	498,472	33,556	532,028	189,137

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUNE-2023	JULY - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
				-			
Utilities							
Communication - Telephone	742	843	900	672	224	896	900
Electricity - General	4,886	5,493	6,000	5,261	1,754	7,015	6,000
Internet Services	2,901	3,498	3,141	2,657	886	3,543	3,400
Total Utilities	8,529	9,834	10,041	8,590	2,863	11,453	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	46,018	15,271	61,289	62,916
Electricity - General	2,925	2,492	3,000	1,670	557	2,227	3,000
R&M-Buildings	50	954	500	1,504	-	1,504	500
R&M-Gate	3,388	3,702	3,000	1,607	1,938	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	58,761	17,765	76,526	75,746
Clubhouse and Recreation							
Payroll-Salaries	16,146	19,163	26,000	16,315	9,685	26,000	26,000
Payroll-Maintenance	9,750	9,200	10,400	7,170	3,230	10,400	10,400
Payroll Taxes	1,981	2,170	2,785	1,797	988	2,785	2,785
Workers' Compensation	592	1,778	800	1,047	-	1,047	1,778
Fire Alarm Monitoring	540	540	540	405	135	540	540
Contracts-Fountain	680	690	680	-	-	-	680
Contracts-Security Camera	550	-	550	-	550	550	550
Contracts-Pools	14,400	14,920	15,580	11,572	2,403	13,975	16,374
Contracts-Cleaning Services	12,420	12,420	12,420	6,130	1,911	8,041	7,643
Contracts-HVAC	1,968	1,968	1,968	-	1,968	1,968	1,968
Contracts-Pest Control	1,800	1,800	1,800	1,499	450	1,949	1,800

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUNE-2023	JULY - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
Contracts-Security System	9,718	10,010	10,162	7,694	2,540	10,234	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	14,959	4,986	19,945	18,564
Utility - Refuse Removal	2,933	3,179	3,179	2,469	823	3,292	3,292
Utility - Water & Sewer	6,068	6,280	6,500	5,326	1,775	7,101	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	4,030	-	4,030	4,000
R&M-Fountain	154	317	500	-	500	500	500
R&M-Pools	7,441	2,396	8,694	2,418	-	2,418	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	3,620	-	3,620	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	132	118	250	500
R&M-Fire Alarm	-	400	500	640	-	640	500
Fire Alarm Inspection	198	198	200	306	-	306	200
R&M-Fire Sprinklers	450	450	500	-	500	500	500
R&M - Computer/Internet	1,525	5,015	2,500	1,416	-	1,416	2,500
Misc-Cable TV Expenses	1,204	1,389	1,398	1,085	322	1,407	1,286
Misc-Clubhouse Activities	34	1,380	4,800	-	707	707	4,800
Misc-Contingency	4,840	17,097	10,000	5,118	-	5,118	10,000
Office Supplies	2,177	2,123	3,000	2,730	-	2,730	3,000
Cleaning Supplies	373	542	2,600	100	358	458	2,600
Cleaning Services	-	-	500	-	500	500	500
Cap Outlay - Other	29,928	-	-	-	-	-	48,402
Total Clubhouse and Recreation	191,298	205,299	197,881	128,998	36,442	165,440	241,864

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUNE-2023	JULY - SEPT-2023	PROJECTED FY 2023	BUDGET 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	819,350	116,093	935,442	772,384
Excess (deficiency) of revenues							
Over (under) expenditures	189,267	55,698	-	1,303,716	(103,815)	1,199,902	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	-	1,137,819	(103,815)	1,034,005	(0)
FUND BALANCE, BEGINNING	372,937	562,204	617,902	617,902	-	617,902	1,651,907
FUND BALANCE, ENDING	\$ 562,204	\$ 617,902	\$ 617,902	\$ 1,755,721	\$ (103,815)	\$ 1,651,907	\$ 1,651,907

Budget Narrative
Fiscal Year 2024

REVENUES

Interest – Investments

The District earns interest income from 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 – 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.

Professional Services – Website Maintenance

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

Auditing Services

The District 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.

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

Printing and Binding

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

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.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Administrative** *(continued)***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.

Professional Services – Management Consulting Services

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

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.

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.

Contracts - Buffer Wall

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

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.

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Field (continued)

R&M - Irrigation

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

R&M - Lake

Unscheduled lake maintenance is not included in the 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.

Internet Services

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

Gatehouse**Towing Services**

Costs for towing services.

Contracts - Gates

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

Contracts – Security System

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

Electricity - General

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

R&M - Building

General maintenance cost related to the gatehouse.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Gatehouse** *(continued)***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.

Payroll - Maintenance

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

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.

Contracts - Fountain

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

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Clubhouse and Recreation** *(continued)***Contracts – Security Camera**

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

Contracts - Pools

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

Contracts – Cleaning Services

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

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.

Contracts-Pest Control

Monthly pest control service.

Contracts – Security System

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

Pest Control – Building/Grounds

Incidental pest control services are not part of the contract.

Electricity - General

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

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Clubhouse and Recreation** *(continued)***Utility - Refuse Removal**

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

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 a 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.

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	\$ 1,651,907
Net Change in Fund Balance - Fiscal Year 2024	-
Reserves - Fiscal Year 2024 Additions	115,049
Total Funds Available (Estimated) - 9/30/2024	1,766,956

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - Operating Capital		152,233 ⁽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	763,131
--------------------------------------------	----------------

Total Unassigned (undesignated) Cash	\$ 1,003,824
---------------------------------------------	---------------------

Notes

(1) Represents approximately 3 months of operating expenditures less \$10,000 due to negative unassigned.

Heritage Lake Park
Community Development District

Debt Service Budget
Fiscal Year 2024

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUNE-2023	JULY - SEPT-2023	PROJECTED FY 2023	BUDGET FY 2024
REVENUES							
Interest - Investments	\$ 13	\$ 554	\$ 10	\$ 6,044	\$ 2,015	\$ 8,059	\$ 1,000
Special Assmnts- Tax Collector	180,800	180,800	180,800	208,047	-	208,047	180,800
Special Assmnts- Prepayment	-	-	-	228,615	-	228,615	
Special Assmnts- Discounts	(6,353)	(6,532)	(7,232)	14,630	-	14,630	(7,232)
TOTAL REVENUES	174,460	174,822	173,578	457,336	2,015	459,351	174,568
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,180	1,245	3,616	3,718	-	3,718	3,616
Total Administrative	1,180	1,245	3,616	3,718	-	3,718	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	-	245,000	-	245,000	-
Interest Expense	107,873	103,028	98,040	97,898	-	97,898	79,230
Total Debt Service	192,873	193,028	183,040	427,898	-	427,898	169,230
TOTAL EXPENDITURES	194,053	194,273	186,656	431,616	-	431,616	172,846
Excess (deficiency) of revenues Over (under) expenditures	(19,593)	(19,451)	(13,078)	25,720	2,015	27,735	1,722

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

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU JUNE-2023	PROJECTED JULY - 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)	-	-	-	1,722
TOTAL OTHER SOURCES (USES)	-	-	(13,078)	(47,716)	-	(47,716)	1,722
Net change in fund balance	(19,593)	(19,451)	(13,078)	(21,996)	2,015	(19,981)	1,722
FUND BALANCE, BEGINNING	215,723	196,130	176,679	176,679	-	176,679	156,698
FUND BALANCE, ENDING	\$ 196,130	\$ 176,679	\$ 163,601	\$ 154,683	\$ 2,015	\$ 156,698	\$ 158,420

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	\$ 1,390,000.00	5.70%	\$ -		\$ 39,615.00	\$ 39,615.00
5/01/2024	\$ 1,390,000.00	5.70%	\$ 90,000.00		\$ 39,615.00	\$ 129,615.00
11/01/2024	\$ 1,300,000.00	5.70%	\$ -		\$ 37,050.00	\$ 37,050.00
5/01/2025	\$ 1,300,000.00	5.70%	\$ 95,000.00		\$ 37,050.00	\$ 132,050.00
11/01/2025	\$ 1,205,000.00	5.70%	\$ -		\$ 34,342.50	\$ 34,342.50
5/01/2026	\$ 1,205,000.00	5.70%	\$ 100,000.00		\$ 34,342.50	\$ 134,342.50
11/01/2026	\$ 1,105,000.00	5.70%	\$ -		\$ 31,492.50	\$ 31,492.50
5/01/2027	\$ 1,105,000.00	5.70%	\$ 105,000.00		\$ 31,492.50	\$ 136,492.50
11/01/2027	\$ 1,000,000.00	5.70%	\$ -		\$ 28,500.00	\$ 28,500.00
5/01/2028	\$ 1,000,000.00	5.70%	\$ 115,000.00		\$ 28,500.00	\$ 143,500.00
11/01/2028	\$ 885,000.00	5.70%	\$ -		\$ 25,222.50	\$ 25,222.50
5/01/2029	\$ 885,000.00	5.70%	\$ 120,000.00		\$ 25,222.50	\$ 145,222.50
11/01/2029	\$ 765,000.00	5.70%	\$ -		\$ 21,802.50	\$ 21,802.50
5/01/2030	\$ 765,000.00	5.70%	\$ 125,000.00		\$ 21,802.50	\$ 146,802.50
11/01/2030	\$ 640,000.00	5.70%	\$ -		\$ 18,240.00	\$ 18,240.00
5/01/2031	\$ 640,000.00	5.70%	\$ 130,000.00		\$ 18,240.00	\$ 148,240.00
11/01/2031	\$ 510,000.00	5.70%	\$ -		\$ 14,535.00	\$ 14,535.00
5/01/2032	\$ 510,000.00	5.70%	\$ 140,000.00		\$ 14,535.00	\$ 154,535.00
11/01/2032	\$ 370,000.00	5.70%	\$ -		\$ 10,545.00	\$ 10,545.00
5/01/2033	\$ 370,000.00	5.70%	\$ 145,000.00		\$ 10,545.00	\$ 155,545.00
11/01/2033	\$ 225,000.00	5.70%	\$ -		\$ 6,412.50	\$ 6,412.50
5/01/2034	\$ 225,000.00	5.70%	\$ 150,000.00		\$ 6,412.50	\$ 156,412.50
11/01/2034	\$ 75,000.00	5.70%	\$ -		\$ 2,137.50	\$ 2,137.50
5/01/2035	\$ 75,000.00	5.70%	\$ 155,000.00		\$ 2,137.50	\$ 157,137.50
11/01/2035	\$ (80,000.00)	5.70%	\$ -		\$ -	\$ -
5/01/2036	\$ (80,000.00)	5.70%	\$ 160,000.00		\$ -	\$ 160,000.00
			\$ 1,630,000.00		\$ 539,790.00	\$ 2,169,790.00

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	-	\$1,650.11	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.54	\$ 2,072.79	0.0%
Park Villa	156.00	1.00	156.00	-	\$1,650.11	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.54	\$ 2,072.79	0.0%
Luxury Villa	60.00	1.00	60.00	-	\$1,650.11	\$1,650.36	0.0%	\$ 464.67	\$ 464.67	0.0%	\$ 2,114.78	\$ 2,115.03	0.0%
	462.00		462.00	-									
Commercial	14.16	3.77	53.38	-	\$507.86	\$507.86	0.0%	\$ -	\$ -	0.0%	\$ 507.86	\$ 507.86	0.0%

5E.

RESOLUTION 2023-5

THE ANNUAL APPROPRIATION RESOLUTION OF THE HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2023, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the District further posted the Proposed Budget on its website as required pursuant to Section 189.016, Florida Statutes; and

WHEREAS, the Board set August 7, 2023 as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to applicable Florida Statutes; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1 of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

- a. That the Board has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. That the District Manager’s Proposed Budget, attached hereto as Exhibit “A,” as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2023 and/or revised projections for Fiscal Year 2024.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as “The Budget for the Heritage Lake Park Community Development District for the Fiscal Year Ending September 30, 2024,” as adopted by the Board of Supervisors on August 7, 2023.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, the sum of _____ (\$_____) to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND(S)	\$ _____
TOTAL ALL FUNDS	\$ _____

Section 3. Supplemental Appropriations

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.

- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 7th day of August, 2023.

ATTEST:

**HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/ Assistant Secretary

Chairman/ Vice Chairman

Exhibit A: Budget FY 2023-2024

EXHIBIT "A"

5F.

RESOLUTION 2023-6

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT; IMPOSING SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Heritage Lake Park Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Charlotte County, Florida (the “County”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted Improvement Plan and Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s general fund budget for Fiscal Year 2023-2024 (“Operations and Maintenance Budget”), attached hereto as **Exhibit “A”** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s budget for Fiscal Year 2023-2024; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the district; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect on the tax roll for certain lots (“Uniform Method Property”) pursuant to the Uniform Method and which is also indicated on Exhibit “A”; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

WHEREAS, the District has previously evidenced its intention to utilize this Uniform Method; and

WHEREAS, the District has approved an Agreement with the Property Appraiser and Tax Collector of the County to provide for the collection of the special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance on certain lots in the amount contained in the budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the District (the “Assessment Roll”) and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities, and operations as described in Exhibit “A” confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefitted lands is shown in Exhibit “A” and the “Assessment Roll,” and is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. A special assessment for operation and maintenance as provided for in Chapter 190, Florida Statutes, is hereby imposed and levied on benefitted lands within the District in accordance with Exhibit “A” and the “Assessment Roll.” The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.

- A. Uniform Method Property Assessments.** The collection of certain previously levied debt service assessments on certain lots and lands and operation and maintenance assessments on certain lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in Exhibit “A” and the Assessment Chart attached hereto and incorporated herein as Exhibit “B.”
- B. Direct Bill Assessments.** The annual installment for the previously levied debt service assessments as well as operation and maintenance assessments on certain other undeveloped and unplatted lands and certain lots as shown on Exhibits “A” and “B,” (if any) will be collected directly by the District in accordance with Florida law, as set

forth in Exhibits “A” and “B.” Assessments directly collected by the District are due in full on October 1, 2023. In the event that an assessment payment is not made as stated above, the entire assessment – including any remaining partial, deferred payments for Fiscal Year 2023-2024 as well as any future installments of special assessments – shall immediately become due and payable; shall accrue interest at the highest amount allowed by law, and all costs of collection and enforcement will be collected; and such total amounts shall either be enforced pursuant to a foreclosure action or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapters 170 or 173 of the Florida Statutes or other applicable law to collect and enforce the entire assessment, as set forth herein.

- C. Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll is hereby certified. That portion of the District’s Assessment Roll which includes the Uniform Method Property is hereby certified to the County Tax Collector and shall be collected by the County Tax collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the Heritage Lake Park Community Development District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution; and shall amend the District’s Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of the District.

PASSED AND ADOPTED this 7th day of August, 2023.

ATTEST:

**HERITAGE LAKE PARK
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/ Assistant Secretary

Chairman/ Vice Chairman

Exhibit "A" – Budget FY 2023-2024

Exhibit "B" – Assessment Chart FY 2023-2023 [Direct Bill (if any) and Uniform Method]

Sixth Order of Business

6A

**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, June 5, 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:

- | | |
|------------------|------------------------------|
| James DeFilippo | Chairperson |
| Greg Krauss | Vice Chairperson (via phone) |
| Douglas Carville | Assistant Secretary |
| Lawrence Forlano | Assistant Secretary |
| Niles Waring | Assistant Secretary |

Also present were:

- | | |
|------------------|------------------|
| Justin Faircloth | District Manager |
| Louis Sheehan | Down to Earth |
| Landon Thomas | D.R. Horton |
| 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.

On MOTION by Mr. DeFilippo seconded by Mr. Carville, with all in favor, Mr. Krauss to vote and attend the meeting by phone was approved.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Approval of Agenda

- Mr. Faircloth noted FY 2024 budget has been updated so there is no increase in any assessment category.
- Additional agenda items:
 - 9.B. v. Signs R Us proposal
 - 9.B. vi. Sunland Paving proposal
 - 9.B. vii. Blind Spot proposal

June 5, 2023

- 43 ○ 9.B. viii. Southwest Finishings, LLC proposal
- 44 ○ 10.B. Office furniture replacement

45

46 On MOTION by Mr. DeFilippo seconded by Mr. Carville, with all in

47 favor, the agenda was approved as amended.

48

49 **FOURTH ORDER OF BUSINESS** **Organizational Matters**

50 **A. Appointment of Supervisor to Fill the Unexpired Term of Office**

51 **(11/2024)**

- 52 **i. Letter of Interest – Niles Waring**
- 53 **ii. Letter of Interest – Julie Galvin – *Withdrawn***

54

55 On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in

56 favor, Mr. Niles Waring was appointed to Seat 5.

57

58 **B. Oath of Office of Newly Appointed Supervisor**

- 59 • The oath of office was administered to Mr. Waring.

60

61 **C. Election of Officers – Resolution 2023-3**

62

63 Mr. Forlano nominated Mr. DeFilippo as Chairman and Mr. Waring

64 as Vice Chairman.

65

66 Mr. DeFilippo nominated Mr. Krauss to be Vice Chairman.

67

68 On VOICE vote, Mr. Krauss and Mr. Forlano voted aye for Mr.

69 Waring to be Vice Chairman.

70

71 On VOICE vote, Mr. DeFilippo, Mr. Carville and Mr. Waring voted

72 aye for Mr. Krauss to be Vice Chairman.

73

74 On MOTION by Mr. DeFilippo seconded by Mr. Carville, with all in

75 favor, Resolution 2023-3 Designating Officers as Mr. DeFilippo as

76 Chairman, Mr. Krauss as Vice Chairman, Mr. Faircloth as Secretary,

77 Mr. Bloom as Treasurer, Mr. Faircloth as Assistant Treasurer, and

78 Mr. Carville, Mr. Forlano and Mr. Waring as Assistant Secretaries

79 was adopted.

80

81 **FIFTH ORDER OF BUSINESS**

D.R. Horton Presentation

June 5, 2023

- 82 • Mr. Landon Thomas addressed the Board and answered questions of the residents.

83

84 **SIXTH ORDER OF BUSINESS** **Audience Comments on Agenda**
 85 **Items**

- 86 • None.

87

88 **SEVENTH ORDER OF BUSINESS** **Approval of Consent Agenda**

89 **A. Approval of the Minutes from the May 1, 2023 Regular Meeting**

90 **B. Acceptance of the Financial Statements**

91 **C. Ratifications under Resolution 2017-03**

92 **i. District Credit Card**

93

94 On MOTION by Mr. Carville seconded by Mr. DeFilippo, with all
 95 in favor, the consent agenda was approved.

96

97 **EIGHTH ORDER OF BUSINESS** **Engineer’s Report**

98 **A. SWFWMD May 1, 2023 Communication**

- 99 • Mr. Faircloth commented on the letter received from Southwest Florida Water Management
 100 District (SWFMD).

101

102 **NINTH ORDER OF BUSINESS** **Old Business**

103 **A. Distribution of the Updated Fiscal Year 2024 Budget & Consideration of**
 104 **Resolution 2023-04 Approving the Budget and Setting the Public Hearing**

- 105 • Mr. Faircloth updated the Board on the minor FY2024 budget changes so there was no
 106 increase at all on the FY2024 budget and mailings would not be required.

107

108 On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in
 109 favor, Resolution 2023-4 approving the budget, as amended, and
 110 setting the public hearing was adopted.

111

112 **B. Hurricane Ian Updates**

113 **i. Trowbridge Energy Proposal – Light Pole Replacement**

- 114 • Tabled.

115

116 **ii. J4 Development Refund Summary Discussion**

117

118 ON MOTION by Mr. Krauss seconded by Mr. Carville, with all in
 119 favor, authorizing the Chairman to make the decision with staff
 120 review regarding J4 Development was approved.

121

June 5, 2023

- 122 • The plan would be to accept the \$14,644.64 being offered by J4 Development and then to
- 123 invoice J4 Development for any total project cost overruns as noted in the contract with J4
- 124 Development.

iii. Engle Martin Email Regarding Proof of Loss

- 125
- 126
- 127 • The Board discussed the Engle Martin email regarding proof of loss. Mr. Faircloth
- 128 recommended the Board not provide the proof of loss until the Hurricane Ian repairs are
- 129 fully completed. The Board requested Mr. Faircloth provide a response, but to discuss with
- 130 Mr. Cohen first.

iv. Fine Line Homes – Change Orders 1 & 2

131

132

133

134 ON MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all

135 in favor, Fine Line Homes Change Order 1 in the amount of \$1,260

136 for paint and Change Order 2 in the amount of \$1,500 for gate

137 damages were approved.

v. Signs R Us Proposal

138

139

140

141 On MOTION by Mr. DeFilippo seconded by Mr. Carville, with all

142 in favor, the Signs R US invoice 11965 in the amount of \$2,320 for

143 new roadway signs damaged from Hurricane Ian was approved.

vi. Sunland Paving Proposal

144

145

146

147 On MOTION by Mr. DeFilippo seconded by Mr. Forlano, with all

148 in favor, the Sunland Paving proposal in the amount of \$13,270 for

149 repairs to the Clubhouse parking lot from Triton damage was

150 approved.

- 151
- 152 • The Board requested Mr. Cohen send Triton a demand letter to reimburse the District for
- 153 the damages to repair the parking lot.

vii. Blind Spot Proposal

154

155

156

157 On MOTION Mr. DeFilippo seconded by Mr. Krauss, with all in

158 favor, the Blind Spot Drapes proposal in the amount of \$4,820 for

159 new drapes in the Clubhouse was approved.

June 5, 2023

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viii. Southwest Finishings, LLC Proposal

ON MOTION by Mr. DeFilippo seconded by Mr. Carville, with all in favor, the Southwest Finishings, LLC proposal is the amount of \$975 for wallpaper work was approved.

TENTH ORDER OF BUSINESS **New Business**

A. Envera Proposal for Repair/Replace Camera

- The Board tabled the Envera proposal for repair/replace camera.

B. Office Furniture Replacement

On MOTION by Mr. Krauss seconded by Mr. Waring, with all in favor, a not to exceed amount of \$3,500 for new office furniture was approved.

ELEVENTH ORDER OF BUSINESS **Manager’s Report**

A. Landscape/Irrigation Update

- i. Quality Audit Report**
- ii. DTE – Hurricane Recover Letter**
- iii. DTE – Tree Removal Estimate 55142**

- Mr. Sheehan commented on the DTE items.

On MOTION by Mr. DeFilippo seconded by Mr. Krauss, with all in favor, DTE estimate 55142 for tree removal in the amount of \$3,628.53 was approved.

B. Report on Number of Registered Voters - 486

- Mr. Faircloth noted the number of registered voters.

C. Update on Follow-Up Actions

i. SOLitude Service Report

- Residents noted that there was debris still on the edge of Lake 1/Wetland A near the A&B buildings. The Board requested Mr. Whitlock get with Ms. Ross on the location to inform SOLitude so the debris can be removed.

ii. Roadway Discussions

- a. Triton Parking Lot Damage Update**
- b. Gatehouse Repairs Update**

- Previously addressed.

June 5, 2023

202 **TWELFTH ORDER OF BUSINESS** **Attorney’s Report**
 203 **A. D.R. Horton Update**
 204 **i. Proposed CDD Confirmation of Rights**
 205

206 On MOTION by Mr. Krauss seconded by Mr. Carville, with all in 207 favor, the CDD Confirmation of Rights was approved as proposed. 208

209 **THIRTEENTH ORDER OF BUSINESS** **Supervisors’ Reports, Requests and**
 210 **Comments**

- 211 • Mr. Krauss requested a final accounting on funds received from the sale of CDD property
 212 to D.R. Horton.

213
 214 **FOURTEENTH ORDER OF BUSINESS** **Chairman’s Comments**

- 215 • Mr. DeFilippo noted that Fine Line Homes will look at repairing the Clubhouse front door.

216
 217 **FIFTEENTH ORDER OF BUSINESS** **Audience Comments**

- 218 • Residents commented about items that needed to be removed from Lake 1/Wetland A.

219
 220 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**
 221

222 On MOTION by Mr. DeFilippo seconded by Mr. Waring, with all in 223 favor, the meeting was adjourned at 12:04 p.m. 224 225 226 227

 Chairman / Vice Chairman

6B.

**Heritage Lake Park
Community Development District**

Financial Report

June 30, 2023



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**Heritage Lake Park
Community Development District**

Financial Statements

(Unaudited)

June 30, 2023

Balance Sheet
June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2005 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 1,394,310	\$ -	\$ 1,394,310
Cash On Hand/Petty Cash	800	-	800
Accounts Receivable	505	-	505
Assessments Receivable	48,323	15,207	63,530
Allow-Doubtful Collections	(48,323)	(15,207)	(63,530)
Due From Other Funds	-	424	424
Investments:			
Money Market Account	354,394	-	354,394
Prepayment Account	-	3,342	3,342
Reserve Fund	-	103,895	103,895
Revenue Fund	-	47,021	47,021
Prepaid Items	710	-	710
Deposits	20,000	-	20,000
TOTAL ASSETS	\$ 1,770,719	\$ 154,682	\$ 1,925,401
LIABILITIES			
Accounts Payable	\$ 11,652	\$ -	\$ 11,652
Accrued Expenses	2,810	-	2,810
Sales Tax Payable	7	-	7
Deposits	105	-	105
Due To Other Funds	424	-	424
TOTAL LIABILITIES	14,998	-	14,998
FUND BALANCES			
Nonspendable:			
Prepaid Items	710	-	710
Restricted for:			
Debt Service	-	154,682	154,682
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
Reserves - Wall	32,109	-	32,109
Unassigned:	1,224,853	-	1,224,853
TOTAL FUND BALANCES	\$ 1,755,721	\$ 154,682	\$ 1,910,403
TOTAL LIABILITIES & FUND BALANCES	\$ 1,770,719	\$ 154,682	\$ 1,925,401

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 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>JUN-23 ACTUAL</u>
REVENUES				
Interest - Investments	\$ 400	\$ 9,316	2329.00%	\$ 1,358
Recreational Activity Fees	8,000	-	0.00%	-
Special Assmnts- Tax Collector	723,561	817,921	113.04%	1,239
Special Assmnts- Discounts	(28,942)	44,883	-155.08%	37
Settlements	-	272,957	0.00%	79,097
Other Miscellaneous Revenues	500	975,860	195172.00%	53
Gate Bar Code/Remotes	1,000	2,129	212.90%	108
TOTAL REVENUES	704,519	2,123,066	301.35%	81,892
EXPENDITURES				
Administration				
P/R-Board of Supervisors	12,000	9,800	81.67%	800
FICA Taxes	918	750	81.70%	61
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,195	-	0.00%	-
ProfServ-Engineering	4,000	-	0.00%	-
ProfServ-Legal Services	24,844	38,734	155.91%	2,063
ProfServ-Mgmt Consulting	62,290	46,717	75.00%	5,191
ProfServ-Trustee Fees	4,771	4,771	100.00%	-
ProfServ-Web Site Maintenance	1,356	1,017	75.00%	113
Auditing Services	3,725	3,550	95.30%	3,550
Postage and Freight	600	380	63.33%	93
Insurance - General Liability	4,447	3,381	76.03%	-
Printing and Binding	50	4	8.00%	-
Legal Advertising	2,000	104	5.20%	-
Misc-Bank Charges	100	286	286.00%	-
Misc-Assessment Collection Cost	14,471	14,777	102.11%	26
Office Supplies	35	83	237.14%	8
Annual District Filing Fee	175	175	100.00%	-
Total Administration	137,577	124,529	90.52%	11,905
Field				
ProfServ-Field Management	6,078	4,559	75.01%	507
ProfServ-Mgmt Consulting	-	5,281	0.00%	-
ProfServ-Wetlands	11,000	8,250	75.00%	917
Contracts-Landscape	74,170	54,610	73.63%	6,075
Contracts-Buffer Wall	7,000	-	0.00%	-
R&M-General	9,600	53	0.55%	-
R&M-Irrigation	12,000	8,582	71.52%	-
R&M-Lake	5,000	2,870	57.40%	-
R&M-Mulch	7,200	-	0.00%	-
R&M-Sidewalks	3,000	-	0.00%	-
R&M-Trees and Trimming	5,995	3,629	60.53%	3,629

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 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>JUN-23 ACTUAL</u>
R&M-Lights	4,000	-	0.00%	-
R&M-Wall	8,000	77	0.96%	-
Misc-Contingency	16,950	394,133	2325.27%	1,260
Cap Outlay - Streetlights	-	16,428	0.00%	-
Total Field	169,993	498,472	293.23%	12,388
<u>Utilities</u>				
Communication - Telephone	900	672	74.67%	80
Electricity - General	6,000	5,261	87.68%	1,142
Internet Services	3,141	2,657	84.59%	274
Total Utilities	10,041	8,590	85.55%	1,496
<u>Gatehouse</u>				
Towing Services	250	-	0.00%	-
Contracts-Gates	1,080	1,080	100.00%	-
Contracts-Security System	61,148	46,018	75.26%	5,242
Electricity - General	3,000	1,670	55.67%	150
R&M-Buildings	500	1,504	300.80%	1,500
R&M-Gate	3,000	1,607	53.57%	197
Misc-Contingency	5,000	6,882	137.64%	-
Total Gatehouse	73,978	58,761	79.43%	7,089
<u>Clubhouse and Recreation</u>				
Payroll-Salaries	26,000	16,315	62.75%	1,445
Payroll-Maintenance	10,400	7,170	68.94%	900
Payroll Taxes	2,785	1,797	64.52%	179
Workers' Compensation	800	1,047	130.88%	-
Fire Alarm Monitoring	540	405	75.00%	-
Contracts-Fountain	680	-	0.00%	-
Contracts-Security Camera	550	-	0.00%	-
Contracts-Pools	15,580	11,572	74.27%	1,401
Contracts-Cleaning Services	12,420	6,130	49.36%	637
Contracts-HVAC	1,968	-	0.00%	-
Contracts-Pest Control	1,800	1,499	83.28%	-
Contracts-Security System	10,162	7,694	75.71%	872
Pest Control - Bldg/Gnds	1,620	-	0.00%	-
Electricity - General	18,000	14,959	83.11%	1,300
Utility - Refuse Removal	3,179	2,469	77.67%	274
Utility - Water & Sewer	6,500	5,326	81.94%	822
Insurance - Property	33,251	30,067	90.42%	-
R&M-General	4,000	4,030	100.75%	4,030
R&M-Fountain	500	-	0.00%	-
R&M-Pools	8,694	2,418	27.81%	-
R&M-Tennis Courts	6,000	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JUN-23 ACTUAL
R&M-Fitness Equipment	2,800	245	8.75%	-
R&M-Fitness Center	2,000	3,620	181.00%	-
R&M-Security Cameras	1,000	708	70.80%	-
R&M-Backflow Inspection	154	-	0.00%	-
Fire Ext Inspection & Repairs	500	132	26.40%	-
R&M-Fire Alarm	500	640	128.00%	300
Fire Alarm Inspection	200	306	153.00%	-
R&M-Fire Sprinklers	500	-	0.00%	-
R&M - Computer/Internet	2,500	1,416	56.64%	-
Misc-Cable TV Expenses	1,398	1,085	77.61%	133
Misc-Clubhouse Activities	4,800	-	0.00%	-
Misc-Contingency	10,000	5,118	51.18%	78
Office Supplies	3,000	2,730	91.00%	1,655
Cleaning Supplies	2,600	100	3.85%	5
Cleaning Services	500	-	0.00%	-
Total Clubhouse and Recreation	197,881	128,998	65.19%	14,031
Reserves				
Reserves - Irrigation System	15,000	-	0.00%	-
Reserve - Roadways	32,394	-	0.00%	-
Reserve-Stormwater System	29,220	-	0.00%	-
Reserve - Tennis Court	10,000	-	0.00%	-
Reserves - Wall	28,435	-	0.00%	-
Total Reserves	115,049	-	0.00%	-
TOTAL EXPENDITURES & RESERVES	704,519	819,350	116.30%	46,909
Excess (deficiency) of revenues				
Over (under) expenditures	-	1,303,716	0.00%	34,983
OTHER FINANCING SOURCES (USES)				
Extraordinary Gain / Loss	-	(165,897)	0.00%	-
TOTAL FINANCING SOURCES (USES)	-	(165,897)	0.00%	-
Net change in fund balance	\$ -	\$ 1,137,819	0.00%	\$ 34,983
FUND BALANCE, BEGINNING (OCT 1, 2022)	617,902	617,902		
FUND BALANCE, ENDING	\$ 617,902	\$ 1,755,721		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 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>JUN-23 ACTUAL</u>
<u>REVENUES</u>				
Interest - Investments	\$ 10	\$ 6,044	60440.00%	\$ 602
Special Assmnts- Tax Collector	180,800	208,047	115.07%	317
Special Assmnts- Prepayment	-	228,615	0.00%	-
Special Assmnts- Discounts	(7,232)	14,630	-202.30%	10
TOTAL REVENUES	173,578	457,336	263.48%	929
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessment Collection Cost	3,616	3,718	102.82%	7
Total Administration	3,616	3,718	102.82%	7
<u>Debt Service</u>				
Principal Debt Retirement	85,000	85,000	100.00%	-
Principal Prepayments	-	245,000	0.00%	-
Interest Expense	98,040	97,898	99.86%	-
Total Debt Service	183,040	427,898	233.77%	-
TOTAL EXPENDITURES	186,656	431,616	231.24%	7
Excess (deficiency) of revenues Over (under) expenditures	(13,078)	25,720	n/a	922
<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)	\$ (21,996)	n/a	\$ 922
FUND BALANCE, BEGINNING (OCT 1, 2022)	176,678	176,678		
FUND BALANCE, ENDING	\$ 163,600	\$ 154,682		

**Heritage Lake Park
Community Development District**

Supporting Schedules

June 30, 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	Series 2005 Debt Service Fund
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
04/13/23	14,123	234	288	-	-	14,646	11,611	3,036
05/11/23	509	-	10	-	-	520	414	106
06/08/23	1,571	(47)	32	-	-	1,556	1,239	317
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	-	-	-
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	-	-	-
Net	55,560	9,061	1,134	83,228	77,534	226,517	184,443	42,074
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
02/09/23	26,776	600	546	-	-	27,922	22,165	5,758
03/09/23	16,965	196	346	-	-	17,508	13,906	3,602
Real Estate Delinquent								
04/06/23	197,514	290	4,031	(94,858)	-	106,978	83,134	23,844
	823,720	34,384	17,889	(11,630)	130,385	994,748	793,165	201,583
TOTAL	\$ 853,373	\$ 35,345	\$ 18,494	\$ (11,630)	\$ 130,385	\$ 1,025,967	\$ 817,921	\$ 208,047
% COLLECTED						113.45%	113.04%	115.07%
TOTAL OUTSTANDING						\$ (121,605)	\$ (94,359)	\$ (27,247)

Cash and Investment Balances
June 30, 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%	\$ 1,394,310
Cash On Hand/Petty Cash				800
			Subtotal	\$ 1,395,110
Public Funds	Money Market	BankUnited	5.15%	202,069
Government Interest	Checking	Valley National Bank	4.75%	152,325
			Subtotal	\$ 354,394
DEBT SERVICE FUND				
Series 2005 Prepayment Account		U.S. Bank	4.70%	3,342
Series 2005 Reserve Fund		U.S. Bank	4.70%	103,895
Series 2005 Revenue Fund		U.S. Bank	4.70%	47,021
			Subtotal	\$ 154,258 (1)
			Total	\$ 1,903,762

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. 06-23
Statement Date 6/30/2023

G/L Balance (LCY)	1,394,309.91	Statement Balance	1,489,050.20
G/L Balance	1,394,309.91	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	1,489,050.20
Subtotal	1,394,309.91	Outstanding Checks	94,740.29
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	1,394,309.91	Ending Balance	1,394,309.91
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
5/4/2023	Payment	11155	LINDA ROSS	104.08	0.00	104.08
6/23/2023	Payment	11183	FEDEX	30.25	0.00	30.25
6/29/2023	Payment	11184	ACTION AUTOMATIC DOOR CO	196.70	0.00	196.70
6/29/2023	Payment	11185	WENZEL ELECTRICAL SERVICES INC	300.00	0.00	300.00
6/29/2023	Payment	11186	HOWARDS POOL WORLD INC	1,401.15	0.00	1,401.15
6/29/2023	Payment	11187	INFRAMARK, LLC	9,193.01	0.00	9,193.01
6/29/2023	Payment	11188	THE CPR SCHOOL, INC	5,450.00	0.00	5,450.00
6/29/2023	Payment	11189	ENVERA SYSTEMS	6,037.85	0.00	6,037.85
6/29/2023	Payment	11190	BRYANT MILLER OLIVE P.A.	6,015.00	0.00	6,015.00
6/29/2023	Payment	11191	SOLITUDE LAKE MANAGEMENT	412.00	0.00	412.00
6/29/2023	Payment	11192	DOWN TO EARTH LANDSCAPE & IRRIGATI	4,315.03	0.00	4,315.03
6/29/2023	Payment	11193	FINE LINE CUSTOM HOMES LLC	61,285.22	0.00	61,285.22
Total Outstanding Checks.....				94,740.29		94,740.29

Settlements
June 30, 2023

<u>DATE</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
GENERAL FUND			
10/28/22	Preferred Governmental Insurance Trust	Property Damage	\$ (10,720)
1/13/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(3,173)
1/13/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(23,137)
1/13/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(121,600)
1/13/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(3,740)
2/16/23	Preferred Governmental Insurance Trust	Deductible Refund	(2,500)
3/14/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(14,216)
5/5/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(14,775)
6/22/23	Preferred Governmental Insurance Trust	Catastrophic Property Loss	(79,097)
			<u><u>(\$272,957)</u></u>

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 5/1/23 to 6/30/23

(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 # 11148							
05/04/23	Vendor	THE SUN	3864009	NOTICE OF MEETING 9/22/22	Legal Advertising	001-548002-51301	\$104.39
							Check Total
							\$104.39
CHECK # 11149							
05/04/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3397	MAR 2023 GENERAL FEES	ProfServ-Legal Services	001-531023-51401	\$1,164.50
05/04/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3398	MAR 2023 MASSEY FEES	ProfServ-Legal Services	001-531023-51401	\$3,319.78
							Check Total
							\$4,484.28
CHECK # 11150							
05/04/23	Vendor	HOWARDS POOL WORLD INC	5316-H	POOL ACID/ ROLLER ASSEMBLY/ LIQ PUMBING	R&M-Pools	001-546074-57212	\$160.02
							Check Total
							\$160.02
CHECK # 11151							
05/04/23	Vendor	TRAVELERS CL REMITTANCE CENTER	42723-UB-ON644169-23	WORKERS COMP 05/17/23-05/17/24	Workers' Compensation	001-524001-57212	\$1,047.00
							Check Total
							\$1,047.00
CHECK # 11153							
05/04/23	Vendor	PEST ELIMINATORS, INC	202333	4/04/23 PEST CONTROL	Contracts-Pest Control	001-534125-57212	\$150.00
05/04/23	Vendor	PEST ELIMINATORS, INC	11336	2/09/23 PEST CONTROL APARTMENTS & CONDOS	Contracts-Pest Control	001-534125-57212	\$150.00
							Check Total
							\$300.00
CHECK # 11154							
05/04/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-61725	ARPIL 2023 WETLAND MAINT	ProfServ-Wetlands	001-531048-53901	\$412.00
05/04/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-61874	APRIL 2023 LAKE MAINT	ProfServ-Wetlands	001-531048-53901	\$504.70
							Check Total
							\$916.70
CHECK # 11155							
05/04/23	Vendor	LINDA ROSS	022823-PC	PETTY CASH FEB 2023	R&M-General	001-546001-53901	\$5.98
05/04/23	Vendor	LINDA ROSS	022823-PC	PETTY CASH FEB 2023	R&M-Pools	001-546074-57212	\$98.10
							Check Total
							\$104.08
CHECK # 11156							
05/04/23	Vendor	COVERALL NORTH AMERICA, INC.	1160279764	APRIL 2023 CLEANING SVCS	Contracts-Cleaning Services	001-534082-57212	\$636.88
							Check Total
							\$636.88
CHECK # 11157							
05/04/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV154222	APRIL 2013 LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$6,074.71
05/04/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	155280	IRRIGATION REPAIR	R&M-Irrigation	001-546041-53901	\$55.00
05/04/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV155138	HURRICANE IAN DAMAGE PALM REMOVAL	Misc-Contingency	001-549900-53901	\$3,892.00
							Check Total
							\$10,021.71
CHECK # 11158							
05/04/23	Vendor	DISASTER LAW AND CONSULTING LLC	040323	MAR 2023 FEES	ProfServ-Legal Services	001-531023-51401	\$1,937.50
							Check Total
							\$1,937.50
CHECK # 11159							
05/04/23	Vendor	TROWBRIDGE ENERGY GROUP INC	TEGHLP002	BALANCE DUE POLE FIXTURES INSTALL	HURRICANE IAN REPAIRS	001-549900-53901	\$7,915.00
							Check Total
							\$7,915.00
CHECK # 11160							
05/04/23	Vendor	B & B TELEPHONE SYSTEMS INC	02172302	OFFICE PHONE REPAIR SVC CALL/LABOR HOUR	Misc-Contingency	001-549900-57212	\$120.00
							Check Total
							\$120.00
CHECK # 11161							
05/11/23	Employee	DAVID M. GROUT	PAYROLL	May 11, 2023 Payroll Posting			\$349.40
							Check Total
							\$349.40
CHECK # 11162							
05/08/23	Employee	LAWRENCE G. FORLANO	PAYROLL	May 08, 2023 Payroll Posting			\$184.70
							Check Total
							\$184.70
CHECK # 11163							
05/15/23	Vendor	WENZEL ELECTRICAL SERVICES INC	246931	ANNUAL FIRE ALARM INSPECTION	Fire Alarm Inspection	001-546464-57212	\$306.00
							Check Total
							\$306.00
CHECK # 11164							
05/25/23	Employee	DAVID M. GROUT	PAYROLL	May 25, 2023 Payroll Posting			\$349.40
							Check Total
							\$349.40
CHECK # 11165							
05/23/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3486	GEN MATTER THRU APRIL 2023	ProfServ-Legal Services	001-531023-51401	\$890.50
05/23/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3487	APRIL 2023 MASSEY FEES	ProfServ-Legal Services	001-531023-51401	\$753.50
							Check Total
							\$1,644.00
CHECK # 11166							
05/23/23	Vendor	INFRAMARK, LLC	93626	APRIL 2023 MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,190.83
05/23/23	Vendor	INFRAMARK, LLC	93626	APRIL 2023 MGMT FEES	ProfServ-Field Management	001-531016-53901	\$506.50
05/23/23	Vendor	INFRAMARK, LLC	93626	APRIL 2023 MGMT FEES	Postage and Freight	001-541006-51301	\$11.40
05/23/23	Vendor	INFRAMARK, LLC	93626	APRIL 2023 MGMT FEES	ProfServ-Web Site Maintenance	001-531094-51301	\$113.00
05/23/23	Vendor	INFRAMARK, LLC	93626	APRIL 2023 MGMT FEES	Office Supplies	001-551002-51301	\$8.33

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Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid	
							Check Total	\$5,830.06
CHECK # 11167								
05/23/23	Vendor	ENVERA SYSTEMS	727465	JUNE 2023 SEC ACCESS/GATE	Prepaid Items	155000	\$6,113.99	
							Check Total	\$6,113.99
CHECK # 11168								
05/23/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-70423	MAY 2023 MAINT LAKE ALL	ProfServ-Wetlands	001-531048-53901	\$504.70	
05/23/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-71190	MAY 2023 WETLAND MAINT	ProfServ-Wetlands	001-531048-53901	\$412.00	
05/23/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-72096	MAY 2023 FOUNTAIN 1 MAINT	Contracts-Fountain	001-534023-53901	\$175.10	
							Check Total	\$1,091.80
CHECK # 11169								
05/23/23	Vendor	INNERSYNC STUDIO LTD	21261	WEBSITE/HOSTING SVCS ADA COMPLIANCE	WEBSITE SVCS-HOSTING, SUPPORT, TRAINING	001-546915-57212	\$153.75	
05/23/23	Vendor	INNERSYNC STUDIO LTD	21261	WEBSITE/HOSTING SVCS ADA COMPLIANCE	ONGOING PDF ACCESSIBILITY COMPLIANCE	001-546915-57212	\$234.38	
							Check Total	\$388.13
CHECK # 11170								
05/23/23	Vendor	COVERALL NORTH AMERICA, INC.	1160280347	MAY 2023 CLEANING SVCS	Contracts-Cleaning Services	001-534082-57212	\$636.88	
							Check Total	\$636.88
CHECK # 11171								
05/23/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV156810	MAY 2023 LAWCARE MAINT	Contracts-Landscape	001-534050-53901	\$6,074.71	
							Check Total	\$6,074.71
CHECK # 11172								
06/08/23	Employee	DAVID M. GROUT	PAYROLL	June 08, 2023 Payroll Posting			\$349.40	
							Check Total	\$349.40
CHECK # 11173								
06/07/23	Vendor	RITZMAN COURTS	106097	FENCE REPAIR	HURRICANE IAN DAMAGE	001-549900-53901	\$31,300.00	
							Check Total	\$31,300.00
CHECK # 11174								
06/22/23	Employee	DAVID M. GROUT	PAYROLL	June 22, 2023 Payroll Posting			\$441.75	
							Check Total	\$441.75
CHECK # 11175								
06/20/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3611	MAY 2023 SVCS	ProfServ-Legal Services	001-531023-51401	\$2,063.10	
06/20/23	Vendor	PERSSON, COHEN & MOONEY, P.A.	3612	MAY 2023 GEN COUNSEL MASSEY	ProfServ-Legal Services	001-531023-51401	\$479.50	
							Check Total	\$2,542.60
CHECK # 11176								
06/20/23	Vendor	HOWARDS POOL WORLD INC	M795777	MAY 2023 POOL / EXTRA WKLY CLEANING	MAY 2023 POOL SVC	001-546074-57212	\$801.15	
06/20/23	Vendor	HOWARDS POOL WORLD INC	M795777	MAY 2023 POOL / EXTRA WKLY CLEANING	EXTRA WKLY CLEANING	001-546074-57212	\$600.00	
							Check Total	\$1,401.15
CHECK # 11177								
06/20/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-76845	LAKE MAINT CLEARING/TRIMMING	R&M-Lake	001-546042-53901	\$1,975.00	
06/20/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-79150	JUNE 2023 LAKE MAINT	ProfServ-Wetlands	001-531048-53901	\$504.70	
							Check Total	\$2,479.70
CHECK # 11178								
06/20/23	Vendor	CINTAS CORPORATION NO. 2	0F24573982	INSPECTION/FLAG SEAL/SVC CHG	Fire Ext Inspection & Repairs	001-546462-57212	\$132.48	
							Check Total	\$132.48
CHECK # 11179								
06/20/23	Vendor	COVERALL NORTH AMERICA, INC.	1160280903	JUNE 2023 CLEANING SVCS	Contracts-Cleaning Services	001-534082-57212	\$636.88	
							Check Total	\$636.88
CHECK # 11180								
06/20/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV159522	JUNE 2023 LAWCARE MAINT	Contracts-Landscape	001-534050-53901	\$6,074.71	
							Check Total	\$6,074.71
CHECK # 11181								
06/22/23	Employee	LAWRENCE G. FORLANO	PAYROLL	June 22, 2023 Payroll Posting			\$184.70	
							Check Total	\$184.70
CHECK # 11182								
06/20/23	Vendor	TROWBRIDGE ENERGY GROUP INC	TEGHP003	INSTALL LIGHTING FIXTURES	HURRICANE IAN REPAIRS	001-549900-53901	\$40,439.75	
							Check Total	\$40,439.75
CHECK # 11183								
06/23/23	Vendor	FEDEX	8-161-12407	FEDEX TO RITZMAN COURTS	Postage and Freight	001-541006-51301	\$30.25	
							Check Total	\$30.25
CHECK # 11184								
06/29/23	Vendor	ACTION AUTOMATIC DOOR CO	S468471	GATE REPAIR	R&M-Gate	001-546034-53904	\$171.00	
06/29/23	Vendor	ACTION AUTOMATIC DOOR CO	S468472	MOTOR PULLEY MEGA-ARM	R&M-Gate	001-546034-53904	\$25.70	
							Check Total	\$196.70
CHECK # 11185								
06/29/23	Vendor	WENZEL ELECTRICAL SERVICES INC	247980	SVC CALL (REGARD THE FIRE ALARM PANEL)	R&M-Fire Alarm	001-546463-57212	\$300.00	
							Check Total	\$300.00

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CHECK # 11186								
06/29/23	Vendor	HOWARDS POOL WORLD INC	M818510	JUNE 2023 POOL SVC/EXTRA WKLY CLEANING	EXTRA WKLY CLEANING	001-534078-57212	\$600.00	
06/29/23	Vendor	HOWARDS POOL WORLD INC	M818510	JUNE 2023 POOL SVC/EXTRA WKLY CLEANING	MAY 2023 POOL SVC	001-534078-57212	\$801.15	
							Check Total	\$1,401.15
CHECK # 11187								
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	ADMIN FEES	001-531027-51201	\$5,190.83	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	FIELD OPS	001-531016-53901	\$506.50	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	POSTAGE	001-541006-51301	\$13.20	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	WEB ADMIN	001-531094-51301	\$113.00	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	ZOOM SUBSCRIPTION	001-546915-57212	\$172.39	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	RECORD STORAGE FEES	001-551002-51301	\$8.33	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	PROJ MANAGER	001-531027-53901	\$3,187.50	
06/29/23	Vendor	INFRAMARK, LLC	95157	MAY 2023 MGMT FEES	COPIES	001-547001-51301	\$1.26	
							Check Total	\$9,193.01
CHECK # 11188								
06/29/23	Vendor	THE CPR SCHOOL, INC	2023053109	AEDPHYSIO CONTROL LIFEPAK CR2 AED	R&M Fitness Center	001-546137-57212	\$2,725.00	
06/29/23	Vendor	THE CPR SCHOOL, INC	2023053109	AEDPHYSIO CONTROL LIFEPAK CR2 AED	Misc-Contingency	001-549900-57212	\$2,725.00	
							Check Total	\$5,450.00
CHECK # 11189								
06/29/23	Vendor	ENVERA SYSTEMS	726470	ACCESS THRU MAY 2023	Prepaid Items	155000	\$6,037.85	
							Check Total	\$6,037.85
CHECK # 11190								
06/29/23	Vendor	BRYANT MILLER OLIVE P.A.	80352	MAR 2023 SVCS	ProfServ-Legal Services	001-531023-51401	\$6,015.00	
							Check Total	\$6,015.00
CHECK # 11191								
06/29/23	Vendor	SOLITUDE LAKE MANAGEMENT	PSI-79145	JUNE 2023 WETLANDS MAINT	ProfServ-Wetlands	001-531048-53901	\$412.00	
							Check Total	\$412.00
CHECK # 11192								
06/29/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV153803	IRR SERVICE	R&M-Irrigation	001-546041-53901	\$686.50	
06/29/23	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV160453	REMOVAL AND TRIMMING OF SMALL PINES	R&M-Trees and Trimming	001-546099-53901	\$3,628.53	
							Check Total	\$4,315.03
CHECK # 11193								
06/29/23	Vendor	FINE LINE CUSTOM HOMES LLC	1479	CLUBHOUSE REPAIRS - HURRICANE IAN	Misc-Contingency	001-549900-53901	\$58,525.22	
06/29/23	Vendor	FINE LINE CUSTOM HOMES LLC	1501	FRONT ENTRY REPAIRS- LABOR, MATERIALS	R&M-Buildings	001-546012-53904	\$1,500.00	
06/29/23	Vendor	FINE LINE CUSTOM HOMES LLC	1500	CONTENT MANIPULATION FOR PAINT	Misc-Contingency	001-549900-53901	\$1,260.00	
							Check Total	\$61,285.22
ACH #DD1263								
05/18/23	Vendor	CHARLOTTE COUNTY UTILITIES	042023-125125 ACH	03/22/23-04/18/23	Utility - Water & Sewer	001-543021-57212	\$515.98	
							ACH Total	\$515.98
ACH #DD1264								
05/18/23	Vendor	CHARLOTTE COUNTY UTILITIES	042023-121310 ACH	3/22-4/18/23	Utility - Water & Sewer	001-543021-57212	\$67.59	
							ACH Total	\$67.59
ACH #DD1265								
05/18/23	Vendor	COMCAST	041023-6702 ACH	BILL PRD 4/14-5/13/23	Misc-Internet Services	001-549031-53903	\$70.35	
							ACH Total	\$70.35
ACH #DD1266								
05/18/23	Vendor	COMCAST	042323-3872 ACH	BILL PRD 05/06/23-06/05/23	Misc-Internet Services	001-549031-53903	\$139.90	
							ACH Total	\$139.90
ACH #DD1267								
05/18/23	Vendor	WASTE MANAGEMENT INC OF FLORIDA	9959356-0336-6	MAY 2023 REFUSE REMOVAL	Utility - Refuse Removal	001-543020-57212	\$274.30	
							ACH Total	\$274.30
ACH #DD1269								
05/10/23	Employee	LINDA C. ROSS	PAYROLL	May 10, 2023 Payroll Posting			\$522.52	
							ACH Total	\$522.52
ACH #DD1270								
05/08/23	Employee	DOUGLAS L. CARVILLE	PAYROLL	May 08, 2023 Payroll Posting			\$154.70	
							ACH Total	\$154.70
ACH #DD1271								
05/08/23	Employee	PAUL R. EBERHARDT	PAYROLL	May 08, 2023 Payroll Posting			\$184.70	
							ACH Total	\$184.70
ACH #DD1272								
05/08/23	Employee	JAMES G. DEFILIPPO	PAYROLL	May 08, 2023 Payroll Posting			\$144.70	
							ACH Total	\$144.70
ACH #DD1273								
05/08/23	Employee	JAMES G. KRAUSS	PAYROLL	May 08, 2023 Payroll Posting			\$184.70	
							ACH Total	\$184.70

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ACH #DD1276							
05/27/23	Vendor	COMCAST	050623-2663 ACH	BILL PRD 5/19-6/18/23	Misc-Cable TV Expenses	001-549039-57212	\$92.09
05/27/23	Vendor	COMCAST	050623-2663 ACH	BILL PRD 5/19-6/18/23	Communication - Telephone	001-541003-53903	\$55.64
05/27/23	Vendor	COMCAST	050623-2663 ACH	BILL PRD 5/19-6/18/23	Misc-Internet Services	001-549031-53903	\$44.12
ACH Total							\$191.85
ACH #DD1277							
05/24/23	Employee	LINDA C. ROSS	PAYROLL	May 24, 2023 Payroll Posting			\$514.29
ACH Total							\$514.29
ACH #DD1278							
06/18/23	Vendor	COMCAST	051023-6702 ACH	BILL PRD 5/14-6/13/23	COMCAST BUSINESS	001-549031-53903	\$220.35
06/18/23	Vendor	COMCAST	051023-6702 ACH	BILL PRD 5/14-6/13/23	BUNDLE DISCOUNT	001-549031-53903	(\$150.00)
ACH Total							\$70.35
ACH #DD1281							
05/23/23	Vendor	FPL SUMMARY BILLING	060123 ACH	BILL PRD 4/22-5/11/23	Electricity - General	001-543006-57212	\$1,459.56
05/23/23	Vendor	FPL SUMMARY BILLING	060123 ACH	BILL PRD 4/22-5/11/23	Electricity - General	001-543006-53903	\$531.68
05/23/23	Vendor	FPL SUMMARY BILLING	060123 ACH	BILL PRD 4/22-5/11/23	Electricity - General	001-543006-53904	\$180.28
ACH Total							\$2,171.52
ACH #DD1282							
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	MICROSOFT MEMBERSHIP	001-551002-57212	\$8.25
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	FITNESS CTR WIPES	001-546137-57212	\$116.33
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	BULLETIN BOARD TAX CREDIT	001-549900-53901	(\$1.40)
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	BULLETIN BOARD	001-549900-53901	\$21.36
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	BULLETIN BOARD	001-549900-53901	\$266.64
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	AIR PURIFIER	001-551002-57212	\$297.96
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	TONER	001-551002-57212	\$84.99
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	BATTERIES	001-551002-57212	\$24.98
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	POOL UMBRELLAS	001-546074-57212	\$267.00
05/18/23	Vendor	VALLEY NATIONAL BANK	04212023-6536 ACH	MAR/APR PURCHASES	CLEANING SUPPLIES	001-551003-57212	\$63.22
ACH Total							\$1,149.33
ACH #DD1283							
05/01/23	Vendor	COMCAST	040623-2663 ACG	BILL PRD 4/19-5/18/23	Misc-Cable TV Expenses	001-549039-57212	\$131.58
05/01/23	Vendor	COMCAST	040623-2663 ACG	BILL PRD 4/19-5/18/23	Communication - Telephone	001-541003-53903	\$72.50
05/01/23	Vendor	COMCAST	040623-2663 ACG	BILL PRD 4/19-5/18/23	Misc-Internet Services	001-549031-53903	\$138.03
05/01/23	Vendor	COMCAST	050623-2663 ACH	TO CORRECT ACH	Internet Services	001-549031-53903	(\$70.00)
ACH Total							\$272.11
ACH #DD1284							
06/12/23	Vendor	CHARLOTTE COUNTY UTILITIES	051923-125125 ACH	BILL PRD 4/18-5/17/23	Utility - Water & Sewer	001-543021-57212	\$504.50
ACH Total							\$504.50
ACH #DD1285							
06/12/23	Vendor	CHARLOTTE COUNTY UTILITIES	051923-121310 ACH	BILL PRD 4/18-5/17/23	Utility - Water & Sewer	001-543021-57212	\$67.59
ACH Total							\$67.59
ACH #DD1286							
06/07/23	Employee	LINDA C. ROSS	PAYROLL	June 07, 2023 Payroll Posting			\$546.93
ACH Total							\$546.93
ACH #DD1287							
06/26/23	Vendor	FLORIDA DEPT OF HEALTH IN CHARLOTTE CNTY	08-BID-6546457	POOL PERMIT	R&M-Pools	001-546074-57212	\$375.00
ACH Total							\$375.00
ACH #DD1288							
06/26/23	Vendor	WASTE MANAGEMENT INC OF FLORIDA	9962545-0336-9	JUNE REFUSE REMOVAL	Utility - Refuse Removal	001-543020-57212	\$274.30
ACH Total							\$274.30
ACH #DD1289							
06/14/23	Vendor	COMCAST	052323-3872 ACH	BILL PRD 6/6-7/5/23	Misc-Internet Services	001-549031-53903	\$139.90
ACH Total							\$139.90
ACH #DD1290							
06/21/23	Employee	LINDA C. ROSS	PAYROLL	June 21, 2023 Payroll Posting			\$679.51
ACH Total							\$679.51
ACH #DD1291							
06/16/23	Vendor	FPL SUMMARY BILLING	060723 ACH	BILL PRD 5/11-6/12/23	Electricity - General	001-543006-53903	\$342.43
ACH Total							\$342.43
ACH #DD1292							
06/22/23	Employee	DOUGLAS L. CARVILLE	PAYROLL	June 22, 2023 Payroll Posting			\$154.70
ACH Total							\$154.70
ACH #DD1293							
06/22/23	Employee	PAUL R. EBERHARDT	PAYROLL	June 22, 2023 Payroll Posting			\$184.70
ACH Total							\$184.70
ACH #DD1294							

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 5/1/23 to 6/30/23

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
06/22/23	Employee	JAMES G. DEFILIPPO	PAYROLL	June 22, 2023 Payroll Posting			\$144.70
ACH Total							\$144.70
ACH #DD1296							
06/23/23	Vendor	FPL SUMMARY BILLING	061223 ACH	BILL PRD 5/11-6/12/23	Electricity - General	001-543006-53903	\$502.45
06/23/23	Vendor	FPL SUMMARY BILLING	061223 ACH	BILL PRD 5/11-6/12/23	Electricity - General	001-543006-53904	\$179.01
06/23/23	Vendor	FPL SUMMARY BILLING	061223 ACH	BILL PRD 5/11-6/12/23	Electricity - General	001-543006-57212	\$1,383.03
ACH Total							\$2,064.49
ACH #DD1299							
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	CLUBHOUSE TRIM	001-546001-57212	\$35.56
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	OFFICE	001-551002-57212	\$9.92
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	WALLPAPER	001-546001-57212	\$562.50
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	WALL PAPER	001-546001-57212	\$562.50
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	SUPPLIES	001-546001-57212	\$70.92
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	PAPER TOWELS	001-551003-57212	\$5.24
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	WINDOW TREATMENTS	001-546001-57212	\$2,410.00
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	OFFICE SUPPLIES	001-551002-57212	\$262.99
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	OFFICE SUPPLIES	001-551002-57212	\$869.95
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	OFFICE SUPPLIES	001-551002-57212	\$389.99
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	AMZN	001-546001-57212	\$77.77
06/28/23	Vendor	SAM'S CLUB DIRECT	062523-0424 ACH	PURCHASES JUNE 2023	FINANCE CHARGE	001-549900-57212	\$77.90
ACH Total							\$5,335.24
Account Total							\$248,778.84

Eighth Order of Business

8A

8Ai



INCIDENT REPORT

Date of Incident: July 4, 2023
Location of Incident: Clubhouse
Date Reported: July 4, 2023
Reported by: Text from Jim DeFilippo

Linda Ross, Office Manager
Heritage Lake Park CDD

July 6, 2023

Linda Ross, the Office Manager, received a text from Jim DeFilippo, the Chairman of the Board, advising an incident had occurred at the Clubhouse on July 4 at approximately 4:15. The text advised one of the crew members from the stucco crew doing work on the ceiling around the Clubhouse, knocked off one of the sprinkler heads which in turn set off the fire alarms. After checking with several people involved in the incident here is the sequence of events told to Mrs. Ross. After the sprinklers went on, one of the crew members was able to turn the water off. The alarm was heard by resident, Mike Shelly, address 2105 Royal Tern Circle. He went over to the Clubhouse to see what was happening and immediately called Board member Niles Waring who went over right away. By that time the fire department had responded to the alarm and showed Mr. Waring how to silence the alarm. One of the fire men advised that until the sprinkler head is replaced and the water is turned on the Clubhouse was not protected in case of fire. Niles called Jim DeFilippo to let him know what happened. At 4:36 pm Jim DeFilippo sent a text to Linda Ross letting her know about the incident. Linda went to the Clubhouse to see what kind of damage there was. There was water all over the drop cloth, however aside for the missing sprinkler head there was no other visible damage and the crew a still working.

On July 5, Mrs. Ross met with the foreman for Fineline Homes + Construction, the company the CDD contracted with to complete the repairs of the Clubhouse after hurricane Ian. They spoke about what had happened and what would be done in the future. The foreman advised the sprinkler head would be replaced after the painting was completed. Linda Ross called Jim DeFilippo to let him know this. He advised he would call the foreman to let him know the sprinkler head should be replaced as soon as possible, since Fineline would be held responsible for any damage if something happened inside the Clubhouse and there was no water available for the sprinklers to work. The foreman is trying to get in touch with a company to have the head replaced as soon as possible.



-- Change Order 03--

To: Jacob Whitlock

Company: Inframark

Phone Number: 239-381-7999

E-Mail: Jacob.whitlock@inframark.com

From: Matt Moulton

Date: 6/28/2023

Project Name: Heritage Lake Park

Project Location: 25635 Heritage Lake Blvd.

The following change order will be added to the final invoice at completion.

Description

- Fence Repair at Clubhouse and Pool – Labor and Materials - \$2,308.85

**TOTAL ADD FOR CHANGES:
\$2,308.85**

All material is guaranteed to be as specified. All work will be completed in a substantial workman like manner according to specifications submitted, per standard practices. Any alteration or deviation from the specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. No back charges will be accepted unless agreed upon in writing by Fine Line Custom Homes, LLC prior to the execution of the work performed. All agreements are contingent upon strikes, accidents or delays beyond our control.

Job Specific Notes



-- Change Order 04--

To: Jacob Whitlock

Company: Inframark

Phone Number: 239-381-7999

E-Mail: Jacob.whitlock@inframark.com

From: Matt Moulton

Date: 7/25/2023

Project Name: Heritage Lake Park

Project Location: 25635 Heritage Lake Blvd.

The following change order will be added to the final invoice at completion.

Description

- Wallpaper – Labor and Materials - \$3,500.00

**TOTAL ADD FOR CHANGES:
\$3,500.00**

All material is guaranteed to be as specified. All work will be completed in a substantial workman like manner according to specifications submitted, per standard practices. Any alteration or deviation from the specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. No back charges will be accepted unless agreed upon in writing by Fine Line Custom Homes, LLC prior to the execution of the work performed. All agreements are contingent upon strikes, accidents or delays beyond our control.

Job Specific Notes

8B

The CPR School, LLC

CPR, First Aid and AED Training | AED Sales

18040 Crown Quay Lane

Jupiter, Florida 33458

Phone (561) 762-0500 Fax (561) 741-8845

PROPOSAL #1

DATE:

July 26, 2023

CUSTOMER:

Heritage Lake Park

Linda Ross - Heritage Lake Park CDD Office Manager

25635 Heritage Lake Blvd

Punta Gorda, FL 33983

Phone: 941-624-4319

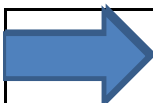
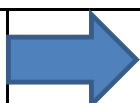
Email: heritagelakepark@comcast.net

PLEASE SIGN AND RETURN TO CONFIRM DATE

DESCRIPTION	QTY	RATE	AMOUNT
Adult, Infant & Child CPR, AED & First Aid Training 2 Year Certification Cards Issued @ Class Class is for up to twenty-two (22) students - no reductions. - Satisfies OSHA First Aid Requirement - New - Advanced Bleeding Control with "Stop The Bleed" - New - "NARCAN" and overdose first aid treatment - Class will cover AED Use on Adults, Children and Infants. - Heart Attack Treatment and Warning Signs - Stroke Warning Signs - F.A.S.T. - Allergic Reactions, Anaphylaxis and Epi-Pen use - Animal and Insect Bites and Stings - Bleeding, Cuts, Amputations and Impaled Objects - Burns - How to treat and what not to use. - Choking Victim Management - Falls, Broken Bones and Spinal Injuries - Legal Issues, Minimizing Risk & Risk Avoidance - Prevention and Treatment of Heat Related Emergencies - Seizures and Diabetic Emergencies - Universal Precautions and Proper Use of PPE - <i>Additional Students - \$60 per person</i> Class Date: Friday - August 25,2023 Class Time: 10am - 2pm <working lunch>	1	\$ 1,350.00	\$ 1,350.00
FREE with the above order Inspection of AED, batteries and electrodes. Verify proper signage and other compliance issues Verify that AED was not recalled Verify that the unit is programmed to new AHA standards Verify that resuce ready kit is complete	1	Free	Free
NOTE - Digital Certification Cards Cost \$17 additional per person			
Make all checks payable to The CPR School, LLC Payment due on day of class - Thank you.		TOTAL	\$ 1,350.00
		With Discount	

\$500 Cancellation Fee Applies if class is canceled or rescheduled after booking.

→→ Please sign & return today to reserve class dates

	
Please Sign Above - Authorized Signature	Date Accepted

THANK YOU FOR YOUR BUSINESS!

The CPR School, LLC

CPR, First Aid and AED Training | AED Sales

18040 Crown Quay Lane

Jupiter, Florida 33458

Phone (561) 762-0500 Fax (561) 741-8845

PROPOSAL #2

DATE:

July 26, 2023

CUSTOMER:

Heritage Lake Park

Linda Ross - Heritage Lake Park CDD Office Manager

25635 Heritage Lake Blvd

Punta Gorda, FL 33983

Phone: 941-624-4319

Email: heritagelakepark@comcast.net

PLEASE SIGN AND RETURN TO CONFIRM DATE

DESCRIPTION	QTY	RATE	AMOUNT
CPR, AED & First Aid Informational Class Informational Non-Certification Training Class Demonstration Class for Heritage Lake Park Staff / Residents Class size is for up to 75 people - open to all residents and staff - Class will cover "Hands Only CPR" - Class will cover AED Use on Adults, Children and Infants. - Heart Attack and Stroke Warning Signs - Choking Victim Management - NARCAN / Naloxone and overdose first aid treatment - Seizures & Allergic Reactions - Treatment for Bleeding / Advanced Bleeding Control - Treatment for Drowning - How and when to dial 911 - What you should have in your first aid kit (home and auto). - Legal Issues and the Good Samaritan Law - Universal Precautions and Proper Use of PPE - Additional Students - \$25 per person	1	\$ 1,000.00	\$ 1,000.00
RESIDENT CLASS: Class Date: Friday - August 25, 2023 Class Time: 5pm - 6:30pm			
FREE AED INSPECTION FOR RESIDENTS: We will test / inspect all member AEDs for free. Please let them know to bring their personal AEDs to the class.			
Notes: Please ask everyone to arrive 10 minutes early.			
Make all checks payable to The CPR School, LLC Payment due on day of class - Thank you.		TOTAL With Discount	\$ 1,000.00

\$500 Cancellation Fee Applies if class is canceled or rescheduled after booking.

→→ Please sign & return today to reserve class dates

	
Please Sign Above - Authorized Signature	Date Accepted

THANK YOU FOR YOUR BUSINESS!

Ninth Order of Business

9A

**Heritage Lake Park Community
Development District**

ANNUAL FINANCIAL REPORT

September 30, 2022

Heritage Lake Park Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2022

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Heritage Lake Park Community Development District
Charlotte County, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Heritage Lake Park Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Heritage Lake Park Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors
Heritage Lake Park Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors
Heritage Lake Park Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 28, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Heritage Lake Park Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 28, 2023

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

Management's discussion and analysis of Heritage Lake Park Community Development District (the "District") financial performance provides an analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation, and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues and expenditures that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including land, buildings and improvements, infrastructure, and equipment are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long-lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, a reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the year ended September 30, 2022.

- ◆ The District's total assets exceeded total liabilities by \$8,329,224 (net position). Unrestricted net position for Governmental Activities was \$617,902. Restricted net position for debt service was \$15,078. Net position – net investment in capital assets was \$7,696,244.
- ◆ Governmental activities revenues totaled \$904,144 while governmental activities expenses totaled \$1,145,292.

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2022	2021
Current assets	\$ 637,841	\$ 620,939
Restricted assets	174,437	193,822
Capital assets, net	9,295,494	9,665,025
Total Assets	<u>10,107,772</u>	<u>10,479,786</u>
Current liabilities	143,548	184,414
Non-current liabilities	1,635,000	1,725,000
Total Liabilities	<u>1,778,548</u>	<u>1,909,414</u>
Net position-net investment in capital assets	7,696,244	7,982,237
Net position-restricted	15,078	25,931
Net position-unrestricted	<u>617,902</u>	<u>562,204</u>
Total Net Position	<u>\$ 8,329,224</u>	<u>\$ 8,570,372</u>

The increase in current assets is related to the increase in cash in the General Fund in the current year.

The decreases in capital assets and net investment in capital assets are primarily due to depreciation in the current year.

The decrease in current liabilities is related to the decrease in accounts payable in the current year.

The decrease in non-current liabilities is primarily the result of principal payments on long-term debt during the current year.

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2022	2021
Program Revenues		
Charges for services	\$ 873,339	\$ 949,740
General Revenues		
Miscellaneous revenues	28,479	5,192
Investment earnings	2,326	1,121
Total Revenues	<u>904,144</u>	<u>956,053</u>
Expenses		
General government	145,385	133,955
Physical environment	639,789	538,308
Culture/recreation	257,983	224,692
Interest and other charges	102,135	107,035
Total Expenses	<u>1,145,292</u>	<u>1,003,990</u>
Change in Net Position	(241,148)	(47,937)
Net Position - Beginning of Year	<u>8,570,372</u>	<u>8,618,309</u>
Net Position - End of Year	<u>\$ 8,329,224</u>	<u>\$ 8,570,372</u>

The decrease in charges for services is related to the decrease in special assessments in the current year.

The increase in miscellaneous revenues is mainly related to insurance proceeds received in the current year.

The increase in general government expenses was primarily attributable to an increase in engineering fees in the current year.

The increase in physical environment is related to the increase in reserve expenses in the current year.

The increase in culture/recreation is related to the increase in security cameras and contingency expenses in the current year.

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2022 and 2021.

<u>Description</u>	<u>Governmental Activities</u>	
	<u>2022</u>	<u>2021</u>
Land and improvements	\$ 3,244,103	\$ 3,244,103
Infrastructure	9,095,092	9,095,092
Buildings and improvements	2,019,805	2,019,805
Equipment	132,884	132,884
Accumulated depreciation	<u>(5,196,390)</u>	<u>(4,826,859)</u>
Total Capital Assets, Net	<u>\$ 9,295,494</u>	<u>\$ 9,665,025</u>

Capital asset activity for the year consisted of depreciation of \$369,531.

General Fund Budgetary Highlights

The budget exceeded actual expenditures primarily due to the use of less capital outlay expenditures than anticipated.

The September 30, 2022 budget was not amended.

Debt Management

Governmental Activities debt includes the following:

- ◆ In April 2005, the District issued \$2,700,000 Series 2005 Capital Improvement Revenue Bonds. These bonds were issued to fund the construction and installation of certain master infrastructure improvements. The remaining principal balance for the year ended September 30, 2022 is \$1,720,000.

**Heritage Lake Park Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Heritage Lake Park Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2023.

Request for Information

The financial report is designed to provide a general overview of Heritage Lake Park Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Heritage Lake Park Community Development District, Inframark Infrastructure Management Services, 210 North University Drive, Suite 702, Coral Springs, Florida 33071.

Heritage Lake Park Community Development District
STATEMENT OF NET POSITION
September 30, 2022

	Governmental Activities
ASSETS	
Current Assets:	
Cash and equivalents	\$ 620,265
Accounts receivable	300
Due from other governments	11,229
Prepaid expenses	6,047
Total Current Assets	637,841
Non-current Assets:	
Restricted assets:	
Investments	174,437
Capital assets not being depreciated:	
Land and improvements	3,244,103
Capital assets being depreciated:	
Infrastructure	9,095,092
Buildings and improvements	2,019,805
Equipment	132,884
Less: accumulated depreciation	(5,196,390)
Total Non-current Assets	9,469,931
Total Assets	10,107,772
 LIABILITIES	
Current Liabilities:	
Accounts payable and accrued expenses	17,593
Deposits payable	105
Bonds payable, current portion	85,000
Accrued interest	40,850
Total Current Liabilities	143,548
Long-term Liabilities	
Bonds payable	1,635,000
Total Liabilities	1,778,548
 NET POSITION	
Net investment in capital assets	7,696,244
Restricted for debt service	15,078
Unrestricted	617,902
Total Net Position	\$ 8,329,224

See accompanying notes to financial statements.

Heritage Lake Park Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2022

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u> <u>Charges for Services</u>	<u>Net (Expense) Revenues and Changes in Net Position</u> <u>Governmental Activities</u>
Governmental Activities			
General government	\$ (145,385)	\$ 139,393	\$ (5,992)
Physical environment	(639,789)	348,896	(290,893)
Culture/recreation	(257,983)	210,783	(47,200)
Interest and other charges	(102,135)	174,267	72,132
Total Governmental Activities	<u>\$ (1,145,292)</u>	<u>\$ 873,339</u>	<u>(271,953)</u>
General revenues:			
			28,479
			2,326
			<u>30,805</u>
			(241,148)
			<u>8,570,372</u>
			<u>\$ 8,329,224</u>

See accompanying notes to financial statements.

Heritage Lake Park Community Development District
BALANCE SHEET –
GOVERNMENTAL FUNDS
September 30, 2022

	General	2005 Debt Service	Total Governmental Funds
ASSETS			
Cash	\$ 620,265	\$ -	\$ 620,265
Accounts receivable	300	-	300
Due from other governments	8,988	2,241	11,229
Prepaid expenses	6,047	-	6,047
Restricted assets:			
Investments, at fair value	-	174,437	174,437
Total Assets	<u>\$ 635,600</u>	<u>\$ 176,678</u>	<u>\$ 812,278</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable and accrued expenses	\$ 17,593	\$ -	\$ 17,593
Deposits payable	105	-	105
Total Liabilities	<u>17,698</u>	<u>-</u>	<u>17,698</u>
Fund Balances:			
Nonspendable - prepaid expenses	6,047	-	6,047
Restricted - debt service	-	176,678	176,678
Assigned - legal	3,792	-	3,792
Assigned - capital projects reserve	377,005	-	377,005
Assigned - operating reserve	149,361	-	149,361
Unassigned	81,697	-	81,697
Total Fund Balances	<u>617,902</u>	<u>176,678</u>	<u>794,580</u>
Total Liabilities and Fund Balances	<u>\$ 635,600</u>	<u>\$ 176,678</u>	<u>\$ 812,278</u>

See accompanying notes to financial statements.

**Heritage Lake Park Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2022**

Total Governmental Fund Balances	\$ 794,580
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets not being depreciated, land and improvements, used in governmental activities are not current financial resources and therefore, are not reported at the governmental fund level.	3,244,103
Capital assets being depreciated, infrastructure, \$9,095,092, buildings, \$2,019,805, and equipment, \$132,884, net of accumulated depreciation, \$(5,196,390), used in governmental activities are not current financial resources and therefore, are not reported at the governmental fund level.	6,051,391
Long-term liabilities, such as bonds payable are not due and payable in the current period and; therefore, are not reported at the governmental fund level.	(1,720,000)
Accrued interest expense for long-term debt is not a current financial use and; therefore, is not reported at the governmental fund level.	<u>(40,850)</u>
Net Position of Governmental Activities	<u><u>\$ 8,329,224</u></u>

See accompanying notes to financial statements.

Heritage Lake Park Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES – GOVERNMENTAL FUNDS
For the Year Ended September 30, 2022

	General	2005 Debt Service	Total Governmental Funds
Revenues			
Special assessments	\$ 699,072	\$ 174,267	\$ 873,339
Miscellaneous revenues	6,709	-	6,709
Interest income	1,773	553	2,326
Total Revenues	<u>707,554</u>	<u>174,820</u>	<u>882,374</u>
Expenditures			
Current			
General government	145,385	-	145,385
Physical environment	334,082	-	334,082
Culture and recreation	205,298	-	205,298
Debt Service			
Principal	-	90,000	90,000
Interest	-	103,028	103,028
Other	-	1,245	1,245
Total Expenditures	<u>684,765</u>	<u>194,273</u>	<u>879,038</u>
Excess/(deficiency) of revenues over/(under) expenditures	22,789	(19,453)	3,336
Other Financing Sources/(Uses)			
Insurance proceeds	<u>32,909</u>	<u>-</u>	<u>32,909</u>
Net change in fund balances	55,698	(19,453)	36,245
Fund Balances - October 1, 2021	<u>562,204</u>	<u>196,131</u>	<u>758,335</u>
Fund Balances - September 30, 2022	<u>\$ 617,902</u>	<u>\$ 176,678</u>	<u>\$ 794,580</u>

See accompanying notes to financial statements.

**Heritage Lake Park Community Development District
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
 STATEMENT OF ACTIVITIES
 For the Year Ended September 30, 2022**

Net Change in Fund Balances - Total Governmental Funds	\$ 36,245
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount of depreciation in the current year.	(369,531)
Repayment of bond principal is an expenditure in the governmental funds but the repayment reduces long-term liabilities in the Statement of Net Position.	90,000
In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the net amount between the prior year and the current year accruals.	<u>2,138</u>
Change in Net Position of Governmental Activities	<u><u>\$ (241,148)</u></u>

See accompanying notes to financial statements.

**Heritage Lake Park Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GENERAL FUND**

For the Year Ended September 30, 2022

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 694,619	\$ 694,619	\$ 699,072	\$ 4,453
Miscellaneous revenues	9,500	9,500	6,709	(2,791)
Interest income	400	400	1,773	1,373
Total Revenues	<u>704,519</u>	<u>704,519</u>	<u>707,554</u>	<u>3,035</u>
Expenditures				
Current				
General government	135,765	135,765	145,385	(9,620)
Physical environment	339,816	339,816	334,082	5,734
Culture and recreation	211,913	211,913	205,298	6,615
Capital outlay	17,025	17,025	-	17,025
Total Expenditures	<u>704,519</u>	<u>704,519</u>	<u>684,765</u>	<u>19,754</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-	22,789	22,789
Other Financing Sources/(Uses)				
Insurance proceeds	-	-	32,909	32,909
Net change in fund balances	-	-	55,698	55,698
Fund Balances - October 1, 2021	<u>431,466</u>	<u>431,466</u>	<u>562,204</u>	<u>130,738</u>
Fund Balances - September 30, 2022	<u>\$ 431,466</u>	<u>\$ 431,466</u>	<u>\$ 617,902</u>	<u>\$ 186,436</u>

See accompanying notes to financial statements.

Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on July 1, 2004, by Ordinance Number 2004-040 adopted by Charlotte County Florida Board of County Commissioners pursuant to Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or outside the boundaries of the Heritage Lake Park Community Development District.

The District is governed by a five-member Board of Supervisors who are elected on an at large basis by qualified electors within the District. The Board of the District exercises all powers granted to the District pursuant to the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Heritage Lake Park Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board Statement, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest income associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Governmental funds generally report assets that are available spendable resources in the near term and liabilities that are payable from “available spendable resources”. Unreserved fund balance may serve as a useful measure of net resources available for spending at the end of the fiscal year.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. In addition, the proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

2005 Debt Service Fund – Accounts for the current debt service requirements to retire the capital improvement bonds which were used to finance the construction of District infrastructure improvements. The bond series is secured by a pledge of all debt service special assessment revenues in any fiscal year related to the improvements and a first lien on the special assessment revenues from the District lien on all acreage of benefited land.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as infrastructure and improvements, and non-current governmental liabilities, such as general obligation bonds, be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

**Heritage Lake Park Community Development District
 NOTES TO FINANCIAL STATEMENTS
 September 30, 2022**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

a. Cash and Investments (Continued)

Cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Restricted Net Position

Certain net position of the District are classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include land and improvements, infrastructure, buildings and improvements, and equipment, are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	20-30 years
Buildings and improvements	20-40 years
Equipment	5-15 years

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

d. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds.

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds, \$794,580, differs from “net position” of governmental activities, \$8,329,224, reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated as follows.

Capital related items

When capital assets (buildings, infrastructure, equipment and land improvements that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Land and improvements	\$ 3,244,103
Infrastructure	9,095,092
Buildings and improvements	2,019,805
Equipment	132,884
Accumulated depreciation	<u>(5,196,390)</u>
Total	<u>\$ 9,295,494</u>

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)

Long-term debt transactions

Long-term liabilities applicable to the District’s governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Long-term liabilities are reported in the Statement of Net Position.

Bonds payable	\$ <u>(1,720,000)</u>
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Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	\$ <u>(40,850)</u>
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2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The “net change in fund balances” for government funds, \$36,245, differs from the “change in net position” for governmental activities, \$(241,148), reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the year.

Depreciation	\$ <u>(369,531)</u>
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**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)

Long-term debt transactions

Repayments of bond principal are reported as expenditures in the governmental funds and, thus, have the effect of reducing fund balance because current financial resources have been used.

Bond principal payments	\$ <u>90,000</u>
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Some expenses reported in the Statement of Activities do not require the use of current financial resources; therefore, are not reported as expenditures in governmental funds.

Net change in accrued interest payable	\$ <u>2,138</u>
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NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk; however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2022, the District's bank balance was \$631,368 and the carrying value was \$620,265. The District maintains all deposits and certificates of deposit in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2022, the District had the following investments and maturities:

Investment	Maturity	Fair Value
First American Government Obligation Fund	18 days*	\$ 174,437

*Maturity is a weighted average maturity.

Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Investments(Continued)

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investment in First American Government Obligation Fund is a Level 1 asset

Interest Rate Risk

The District monitors investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. As of September 30, 2022, the District's investment in the First American Government Obligation Fund was rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one issuer. The investment in First American Government Obligation Fund is 100% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2022 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE D – SPECIAL ASSESSMENT REVENUES

Special assessment revenues recognized for the 2021-2022 fiscal year were levied in October 2021. All taxes are due and payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Per Section 197.162, Florida Statutes, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes paid in March are without discount.

NOTE E – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
Governmental Activities				
Capital Assets, Not Being Depreciated				
Land and improvements	\$ 3,244,103	\$ -	\$ -	\$ 3,244,103
Capital Assets, Being Depreciated				
Infrastructure	9,095,092	-	-	9,095,092
Buildings and improvements	2,019,805	-	-	2,019,805
Equipment	132,884	-	-	132,884
Total Capital Assets, Being Depreciated	<u>11,247,781</u>	<u>-</u>	<u>-</u>	<u>11,247,781</u>
Less accumulated depreciation for:				
Buildings, infrastructure and equipment	<u>(4,826,859)</u>	<u>(369,531)</u>	<u>-</u>	<u>(5,196,390)</u>
Total Capital Assets, Being Depreciated, Net	<u>6,420,922</u>	<u>(369,531)</u>	<u>-</u>	<u>6,051,391</u>
Governmental Activities Capital Assets, Net	<u>\$ 9,665,025</u>	<u>\$ (369,531)</u>	<u>\$ -</u>	<u>\$ 9,295,494</u>

Depreciation of \$369,531 was allocated to physical environment (\$305,707) and culture and recreation (\$63,824) in the current year.

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE F – LONG-TERM DEBT

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2022:

Long-term debt at October 1, 2021	\$	1,810,000
Principal payments		<u>(90,000)</u>
Long-term Debt at September 30, 2022	\$	<u><u>1,720,000</u></u>

Long-term debt is comprised of the following:

Special Assessment Revenue Bonds

\$2,700,000 Series 2005 Special Assessment Revenue Bonds due in annual principal installments beginning November 1, 2005. Interest at a rate of 5.70% is due May and November beginning November 2005. This bond matures May 1, 2036.

\$ 1,720,000

The annual requirements of principal and interest for the bonds payable is as follows at September 30, 2022:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 85,000	\$ 98,040	\$ 183,040
2024	90,000	93,195	183,195
2025	95,000	88,065	183,065
2026	100,000	82,650	182,650
2027	110,000	76,950	186,950
2028-2032	630,000	285,000	915,000
2033-2036	<u>610,000</u>	<u>88,350</u>	<u>698,350</u>
Totals	<u><u>\$ 1,720,000</u></u>	<u><u>\$ 812,250</u></u>	<u><u>\$ 2,532,250</u></u>

**Heritage Lake Park Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE F – LONG-TERM DEBT (CONTINUED)

Summary of Significant Bonds Resolution Terms and Covenants

Special Assessment Revenue Bonds, Series 2005

Depository Funds – The bond resolution establishes certain funds, determines the order in which revenues are to be deposited into these funds and establishes provisions for the future repayment of bond proceeds. The most significant of these terms and covenants are summarized as follows:

1. Extraordinary Mandatory Redemption – The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occur as outlined in the Bond Indenture.
2. Reserve Fund – The 2005 Reserve Account is funded from the proceeds of the Bonds in an amount equal to the lesser of: (A) Maximum Annual Debt Service Requirement for all outstanding 2005 Bonds, (B) 125% of the average annual debt service for all outstanding 2005, or (C) 10% of the proceeds of the 2005 Bonds calculated as of the date of original issuance thereof. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

Reserve Balance	\$ 121,208
Reserve Requirement	\$ 120,750

NOTE G – RISK MANAGEMENT

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no claims or settled claims from these risks that exceeded commercial insurance coverage in the past three years.

NOTE H – SUBSEQUENT EVENT

In August 2021, the District entered into an agreement for the sale of land. During the current year, the agreement was amended. In March 2023, the land sale was finalized for \$1,600,000.



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Heritage Lake Park Community Development District
Charlotte County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Heritage Lake Park Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated June 28, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered Heritage Lake Park Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Heritage Lake Park Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Heritage Lake Park Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

To the Board of Supervisors
Heritage Lake Park Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Heritage Lake Park Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 28, 2023



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

MANAGEMENT LETTER

To the Board of Supervisors
Heritage Lake Park Community Development District
Charlotte County, Florida

Report on the Financial Statements

We have audited the financial statements of the Heritage Lake Park Community Development District as of and for the year ended September 30, 2022, and have issued our report thereon dated June 28, 2023.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 28, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding audit.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Heritage Lake Park Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Heritage Lake Park Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

To the Board of Supervisors
Heritage Lake Park Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Heritage Lake Park Community Development District. It is management's responsibility to monitor the Heritage Lake Park Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2022.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Heritage Lake Park Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 2
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 6
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$28,363
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$271,873
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: The District had no construction projects during the year.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was not amended.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Heritage Lake Park Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund, \$508 - \$1,650, and Debt Service, \$422 - \$465.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$873,339.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: Series 2005, \$1,720,000 maturing May 2036.



To the Board of Supervisors
Heritage Lake Park Community Development District

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 28, 2023



**Berger, Toombs, Elam,
Gaines & Frank**

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Heritage Lake Park Community Development District
Charlotte County, Florida

We have examined Heritage Lake Park Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2022. Management is responsible for Heritage Lake Park Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Heritage Lake Park Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Heritage Lake Park Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Heritage Lake Park Community Development District's compliance with the specified requirements.

In our opinion, Heritage Lake Park Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2022.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

June 28, 2023

9B



July 7, 2023

Dear Postal Customer,

Thank you for contacting the United States Postal Service. This is in response to your recent inquiry regarding inquiry regarding broken cluster mailboxes located in **Heritage Lake Park**.

Considering an ongoing string of recent break-ins into cluster box units (CBU) and a lack of sufficient security in many subdivisions, the USPS must follow our policies regarding whose responsibility it is to provide a mailbox for mail delivery service.

While we have replaced some CBUs without questions asked in the past to prevent disruption of mail service to our customers due to an insecure or broken CBU, **the responsibility to provide a mailbox has always been with the customer or the HOA representing the customer**, unless there was a written Mode of Delivery Agreement made with the US Postal Service, which states that the Postal Service is responsible for maintenance of the CBUs in your area and you can provide such documentation. If so, we will certainly honor such an agreement. The USPS will then repair or replace the damaged unit costs with installation remaining the responsibility of HOA. Arrangement for purchase or repair would be coordinated by contacting the Postmaster at your local Post Office servicing the customers at this HOA.

If there is no such agreement on hand, **the HOA has the option to replace a CBU box to continue to provide mail delivery service to the customer by purchasing your preferred USPS approved CBU** directly from a USPS approved manufacturer (current list available by following this link: <https://about.usps.com/what-we-are-doing/current-initiatives/delivery-growth-management/welcome.htm>) and self-install, while coordinating with the local Post Office.

A USPS employee would have to be present and make sure there isn't any mail left in the mailbox and the secure arrow lock is returned to the US Postal Service, when un-installing the old CBU. Please note, the HOA would also have to dispose of or recycle the old CBU after removing the lock, when you choose this option. This option is oftentimes the quicker solution, as we are currently having a long list of replacement requests due to many aging CBUs, break-ins and new construction.

An additional benefit is that the newer CBUs are much more secure and harder to break-in and will also improve the appearance of your neighborhood.

Please feel free to contact me if you have further questions or need additional information. Thank you for the opportunity to address this matter with you.

Thank you for your cooperation,

Lauren Moreno

Lauren Moreno
Lauren.A.Moreno@usps.gov
Secretary

Punta Gorda Post Office
130 E Marion Ave
Punta Gorda, FL 33950
941-639-7016

9Bi

Proposal

Pro-Hawk Industries, Inc.

Office

1194 Hemingway
Ft. Myers, FL 33912

Shop

2244 Bruner Lane Units 13, 14, & 28
Ft. Myers, FL 33912

Phone: (239) 633-6595 Fax: (239) 437-3494 E-mail: Prhawks@aol.com/www.pro-hawk.com

To: Heritage Lake Park CDD

Phone: (412) 877-0791

Date: 07/11/23

Job Name:

Job # 071123

Punta Gorda, FL 33

E-Mail: ATTN: Jim DeFilippo

We hereby submit pricing estimates for: 3 Auth-Florence Model #140075PLA (30 Tenant Doors, 0 Outgoing Mail Slot, and 1 Parcel Lockers Each), 1 Auth-Florence Model #140072A (9 Tenant Doors, 1 Outgoing Mail Slot, and 0 Parcel Lockers Each). Total: 99 Tenant Doors, 1 Outgoing Mail Slots, and 3 Parcel Lockers. Color: Anodized Aluminum. Addresses: Inserts. WE WILL MATCH ANY LIGITMATE LOCAL OFFER.

Note: Due To The Current Market Volatility These Prices Are Valid For Today ONLY. Please Call For Revised Pricing When Ordering.

PROPOSAL TO INCLUDE: Delivery To Specified Address

PROPOSAL DOES NOT INCLUDE: WALL MODIFICATION IF NECESSARY.

We Propose/ hereby to furnish materials and manufacturing labor complete in accordance with above specifications, for the sum of: \$3781.90 (MSRP \$3881.90) Each For 3 Auth-Florence Model #140075PLA and \$2014.20 (MSRP \$2114.20)) Each For 1 Auth-Florence Model #4C16S-09. Color: Anodized Aluminum. Addresses: Inserts. Shipping and Handling: N/C. Totals: \$13359.90. Plus 7% Florida State Sales Tax (\$935.19.) and .005% Lee County Discretionary Sales Tax on the First \$5000.00 (\$25.00) Totals: \$14320.09.

PAYMENT TO BE MADE AS FOLLOWS: 50% MATERIALS DEPOSIT DUE AT SIGNING AND REMAINDER DUE AT COMPLETION OF SPECIFIED WORK.



Authorized

Signature: Richard K. Hawks

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

Note: This proposal may be withdrawn by use if not accepted within 30 days.

Owner to carry fire, tornado, hurricane, and other appropriate and necessary insurance.

Acceptance of Proposal/ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____

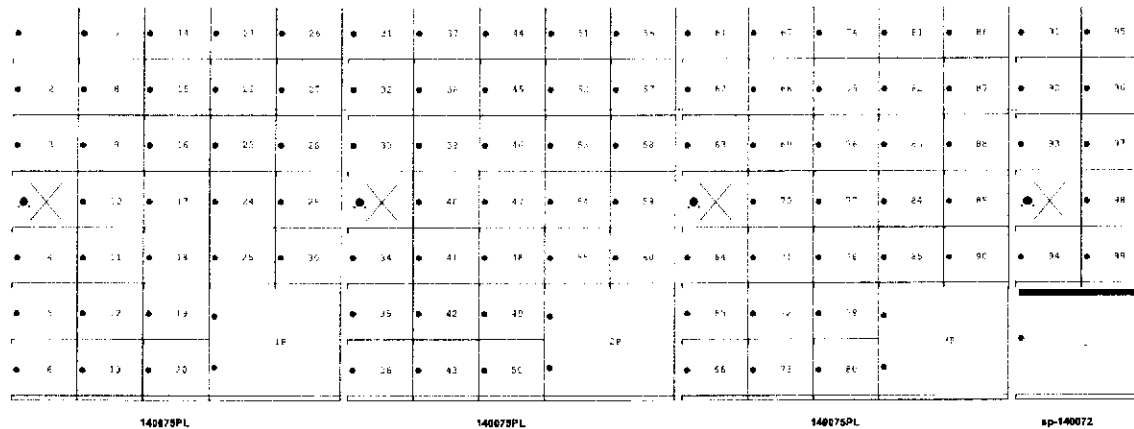
Signature _____

Date of Acceptance: _____

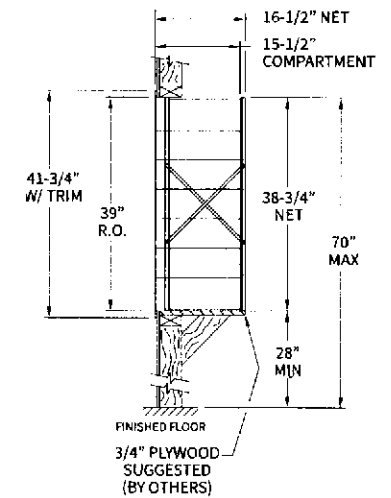
If More Than 1 Page, Please Initial All Pages.

wall 1 Dimensions

Overall Width w/ Trim: 117-3/4"
(Rough Opening: 115-1/2")



Side View



Configuration Details:

1. **Product Type:** 1400 Horizontal
2. **Installation:** Front-load, Recessed Mount
3. **Finish:** Anodized Aluminum
4. **Locks:** tbd
5. **Door Id:** Number Slots

Matching snap-on trim available upon request.

Models Used:

- (3) 140075PL
- (1) 140072

DO NOT SCALE OFF DRAWING

Door Sizes Used:

- (99) 1400 1x1 Compartment
- (4) 1x1 Master
- (3) 1404 2x2 Parcel
- (1) 1404 2x2 Collection

ELEVATION: wall 1 MAILBOXES: 99 PARCELS: 3	
ARCHITECT: Pro-Hawk Industries, Inc. DEALER: Pro-Hawk Industries, Inc.	
PROJECT NAME: Heritage Lakes Park CDD	DRAWN BY: Richard K. Hawks
FLORENCE CORPORATION 5935 Corporate Drive • Manhattan, KS 66503 www.florencemailboxes.com • 800.275.1747 A GENERAL INDUSTRIES COMPANY	DATE: 07-11-2023
	P.O. NO:
	SCALE: NONE
DRAWING NO. WEB-272240	QUOTE NO:
	SHEET 1 OF 1

9Bii

Proposal

Pro-Hawk Industries, Inc.

Office

1194 Hemingway
Ft. Myers, FL 33912

Shop

2244 Bruner Lane Units 13, 14, & 28
Ft. Myers, FL 33912

Phone: (239) 633-6595 Fax: (239) 437-3494 E-mail: Prhawks@aol.com/www.pro-hawk.com

To: Heritage Lake Park CDD
Job Name:
Punta Gorda, FL 33
E-Mail: ATTN: Jim DeFilippo

Phone: (412) 877-0791
Job # 071123 CBUs

Date: 07/11/23

We hereby submit pricing estimates for: 6 Auth-Florence Model #1570-16XXAF (16 Tenant Doors, 1 Outgoing Mail Slot, and 2 Parcel Lockers Each), 1 Auth-Florence Model #1570-8SDAF (8 Tenant Doors, 1 Outgoing Mail Slot, and 2 Parcel Lockers Each), 1 Auth-Florence Model #1590-tSXXAF (4 Parcel Locker Compartment), and 1 Auth-Florence Model #1590-T1XXAF (2 Parcel Locker Compartments Each). Total: 104 Tenant Doors, 7 Outgoing Mail Slots, and 20 Parcel Lockers. Color: TBD. Addresses: Engraved/Decals, TBD. WE WILL MATCH ANY LEGITIMATE LOCAL OFFER.

Note: Due To The Current Market Volatility These Prices Are Valid For Today ONLY. Please Call For Revised Pricing When Ordering.

PROPOSAL TO INCLUDE: Delivery To Specified Address

PROPOSAL DOES NOT INCLUDE: WALL MODIFICATION IF NECESSARY.

We Propose/ hereby to furnish materials and manufacturing labor complete in accordance with above specifications, for the sum of: \$2771.00 (MSRP \$2871.00) Each For 6 Auth-Florence Model #1570-16XXAF, \$2527.90 (MSRP \$2627.90) Each For 1 Auth-Florence Model #1570-8XXAF, \$3811.60 (MSRP \$3911.60) Each For 1 Auth-Florence Model #1590-T2XXAF, and \$2453.10 (MSRP \$2553.10) Each For 1 Auth-Florence Model #1590-T1XXAF. Color: TBD. Addresses: Engraved/Decals. TBD. Shipping and Handling: N/C. Totals: \$25418.60. Plus 7% Florida State Sales Tax (\$1779.30) and .005% Lee County Discretionary Sales Tax on the First \$5000.00 (\$25.00) Totals: \$27222.90.

PAYMENT TO BE MADE AS FOLLOWS: 50% MATERIALS DEPOSIT DUE AT SIGNING AND REMAINDER DUE AT COMPLETION OF SPECIFIED WORK.

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

Authorized Signature: 
Richard K. Hawks

Note: This proposal may be withdrawn by use if not accepted within 30 days.

Owner to carry fire, tornado, hurricane, and other appropriate and necessary insurance.

Acceptance of Proposal/ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

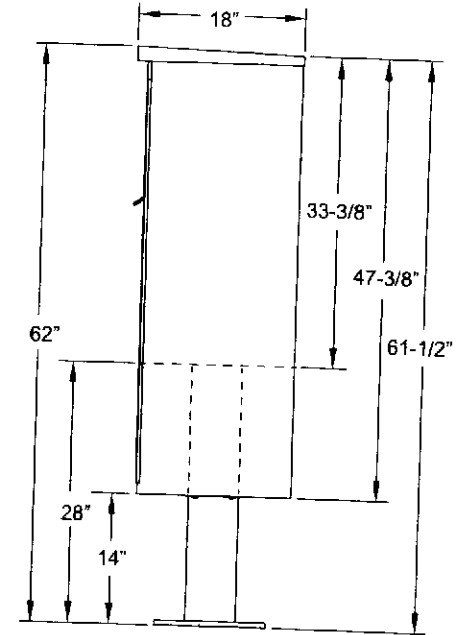
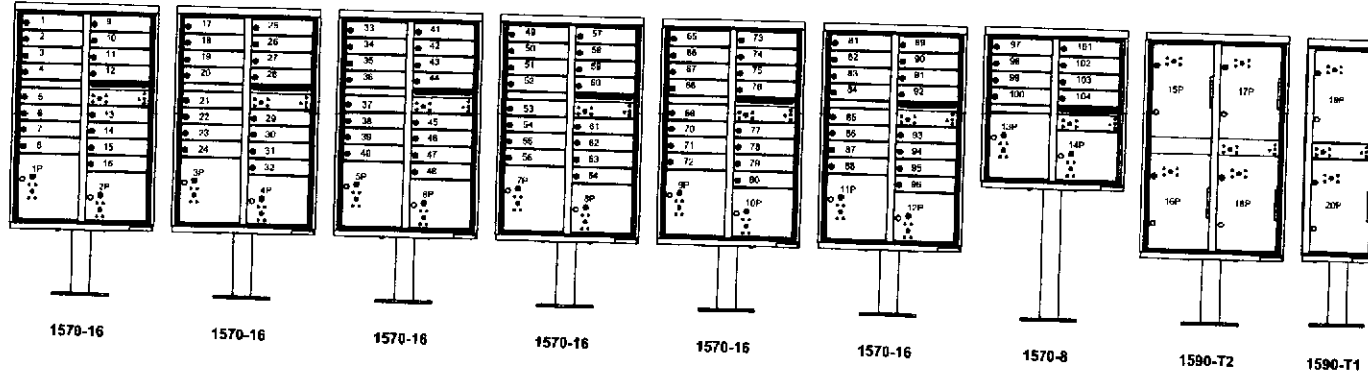
Signature _____

Signature _____

Date of Acceptance: _____

If More Than 1 Page, Please Initial All Pages.

Overall w/ Recommended
Clearance:
24' 0"



Configuration Details:

1. **Product Type:** Cluster Box Units
 2. **Installation:** Mounted on a pedestal
 3. **Finish:** tbd
 4. **Locks:** Standard Cam Lock, 3 keys
 5. **Door Id:** tbd
 6. **Master Door:** Prepared for USPS Master Lock
- Note:** Number placement on drawing does not represent the final position of the engraving/decals.

Models Used:

- (8) 1570-16
- (1) 1570-8
- (1) 1590-T2
- (1) 1590-T1

Door Sizes Used:

- (104) 3" H Tenant
- (7) 13-3/8" H Parcel
- (7) 9-7/8" H Parcel
- (6) 19-5/8" Parcel

DO NOT SCALE OFF DRAWING

ELEVATION: site 1 MAILBOXES: 104 PARCELS: 20	
ARCHITECT: Pro-Hawk Industries, Inc. DEALER: Pro-Hawk Industries, Inc.	
PROJECT NAME: Heritage Lakes Park CDD CBU's	DRAWN BY: Richard K. Hawks
FLORENCE CORPORATION	
5935 Corporate Drive • Manhattan, KS 66503 www.florencemailboxes.com • 800.275.1747 A GIBB/IV INDUSTRIES COMPANY	
DATE: 07-11-2023	P.O. NO:
SCALE: NONE	QUOTE NO:
DRAWING NO. WEB-272241	SHEET 1 OF 1

9C

**Notice of Meetings
Heritage Lake Park
Community Development District**

The Board of Supervisors of the Heritage Lake Park Community Development District will hold their meetings for Fiscal Year 2024 on the first Monday of each month at 10:00 a.m. except as noted below, at the Heritage Lake Park Clubhouse, 25635 Heritage Lake Boulevard, Punta Gorda, Florida.

October 2, 2023
November 6, 2023
December 4, 2023
January 8, 2024 (Second Monday due to New Year Holiday)
February 5, 2024
March 4, 2024
April 1, 2024
May 6, 2024 (Tentative Budget Approval Date)
June 3, 2024
August 5, 2024 (Budget Public Hearing Date)
September 9, 2024 (Second Monday due to Labor Day Holiday)

The meetings will be open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts.

There may be occasions when one or more supervisors will participate by telephone. Meetings may be continued in progress to a time, date, and location stated on the record without additional publication of notice.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771(TTY)/1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any action taken at the meetings is advised that the person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Justin Faircloth
District Manager

TENTH ORDER OF BUSINESS

10A



Heritage Lake Park CDD

07/19/23 – Field Management Report



www.inframarkims.com

Inspected by: **Jacob Whitlock**

Construction: Wall Repair is underway on Royal Turn and throughout the district.





1. Common Areas/Vacant Land

No issues observed.

2. Facilities

No issues observed.

a. Backflow: No issues observed.

b. Clubhouse: Restoration is in progress. Dry-in process appears to be nearing completion. Flooring and trim work are underway.



i. Condenser Enclosure/HVAC: New gate has been installed.



ii. Defibrillator: New AED units have been delivered to club house.



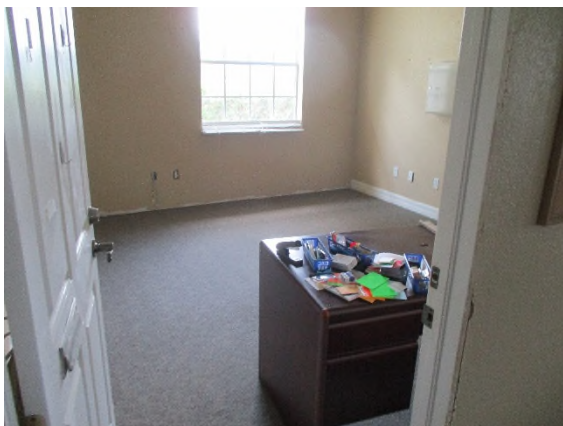
iii. Doors: No issues observed.

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

Kitchen: No issues observed. Furniture in the kitchen at time of inspection.



Library: Restoration and repairs are making progress.





V. Perimeter of clubhouse:

West side of clubhouse



Parking lot cover port.

East awning of clubhouse adjacent to pool



Rear of clubhouse.





- vi. Pool Table:** No issues observed.
- vii. Walkways:** No issues observed.
- viii. Water Fountains:** No issues observed.
- ix. Windows:** No issues observed.
- c. Fitness Center:** No issues observed.



- 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.

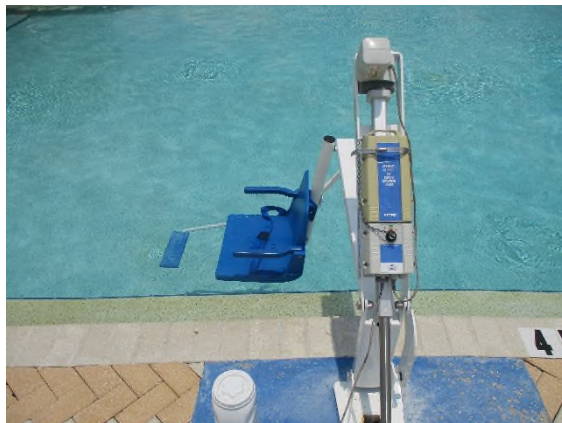
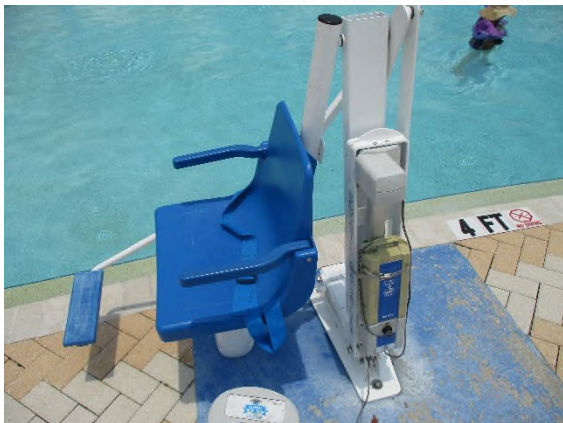
v. Plumbing/Electrical: No issues observed.

f. Mailbox Kiosks:

i. No new issues observed.



g. Pool: Residents were swimming at the time of inspection. Pool appeared to be in good working order at the time of inspection. ADA chair lift operating as designed. Pool pump running during inspection.



- i. Awning:** No issues observed.
 - ii. Chairs:** No issues observed.
 - iii. Equipment:** No issues observed.
 - iv. Fence:** Pool access gate exit button on Fitness Center/Bathroom side was not functioning at the time of inspection.
 - v. Lift:** Chair lift operating as designed.
 - vi. Pool Deck:** No issues observed.
- h. Tennis Courts:** No issues observed.



Shed/Golf Cart: No issues observed.

3. Lake/Wetland Management

All lake issues are low density unless otherwise noted.

- a. Algae on Lakes:** Light algae on all lakes.
- 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:** No issues observed.

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:** Lake 2 minimal amount present.



ix. **Torpedo Grass:** No issues observed.

x. **Water Lettuce on Lakes:** No issues observed.

g. **Wetlands:**

Roof and gutter debris removed since last inspection. in wetlands behind lakeview 4.



4. **Landscaping:** No issues observed.

Commercial Properties: No issues observed.

a. **Debris Clean Up:** No issues observed.

b. **Edging:** No issues observed.

c. **Flower Beds:** No issues observed.

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

FPL has been contacted again about the leaning power poles.



- iii. Fitness Center:**
 - 1. Tennis Courts:** No new issues observed.
- iv. Mailbox Kiosks:** No new issues observed.
- v. Roadway Lighting:**
 - Light pole near entry being propped up by support.



- vi. Stormwater System:** No new issues observed.
 - vii. Weeding:** No issues observed.
- 5. Irrigation System**

- a. Leaks:** Irrigation leak near wall construction. Repairs appear to be completed. No leaks present during inspection. Vendor has been contacted for follow up. There are residents without functioning irrigation currently.



- b. Pump Station #1:** No new issues observed.
- c. Pump Station #2:** No issues observed.
- d. Pump Station #3:** No issues observed.
- e. Pump Station #4:** No issues observed.
- f. Pump Station #5:** No issues observed.
- g. Pump Station #6:** No issues observed.
- h. Pump Station #7:** No issues observed.
- i. Valve covers:** No issues observed.
- j. Water Spigots:** No issues observed.
- k. 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 near entry gate house.

- c. Roadway Lighting:** No new issues observed.
- d. Roadway Signage:** No issues observed.
- 8. Sidewalks:** No issues observed.
- 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:** No issues observed. Weeds should be sprayed out.



10. Residential Complaints/Concerns:

- a.** Residents of 25580 and 25558 Heritage Lake Blvd. report irrigation not functioning. Vendor has been contacted.

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 type="checkbox"/> Alligators | <input type="checkbox"/> Snakes |
| <input checked="" type="checkbox"/> Turtles | <input type="checkbox"/> Other: _____ | | |

12. Non CDD Items: No issues observed.

10B

10Bi



**Down to Earth
Landscape & Irrigation**
2701 Maitland Center Pkwy.
Suite 200
Maitland,
[CompanyStateProvinceName]
32751

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 06/05/23

Mowing

Mowed all areas

Hard surface weeds

Sprayed all side walks and around front entrance

Weed Control

Sprayed all beds

Trimming

Continued trimming cycle



**Down to Earth
Landscape & Irrigation**
2701 Maitland Center Pkwy.
Suite 200
Maitland,
[CompanyStateProvinceName]
32751

Agenda Page #149

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 06/11/23

Mowing

Mowing looks good, with all edging completed

Hard surface weeds

Sprayed all walk ways and common areas

Weed Control

Weeds in Beds where sprayed around club house

Trimming

Continued trimming on property, Trimmed Eureka palms around club house



**Down to Earth
Landscape & Irrigation**
2701 Maitland Center Pkwy.
Suite 200
Maitland,
[CompanyStateProvinceName]
32751

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 06/19/23

Mowing

Mowed all areas

Hard surface weeds

Sprayed weeds around club house and walk ways

Trimming

Trimmed around clubhouse

Overall Assessment

Just waiting on approval for front entrance enhancement



**Down to Earth
Landscape & Irrigation**
2701 Maitland Center Pkwy.
Suite 200
Maitland,
[CompanyStateProvinceName]
32751

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 07/07/23

Mowing

Mowed all areas

Hard surface weeds

Sprayed and pulled weeds in parking lots and sidewalk areas

Weed Control

Sprayed and pulled weeds in beds

Overall Assessment

First phase of the front entrance enhancement has been completed. Crew installed 150 Green Arboricola along the main road preserve line. Starting Monday the crew will be starting the guard shed.



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Maitland,
[CompanyStateProvinceName]
32751

Agenda Page #152

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 07/23/23

Mowing

Mowed all areas in community

Hard surface weeds

Sprayed and pulled around clubhouse and front entrance

Weed Control

Trimming

Continued with trimming cycle

Irrigation

Irrigation tech's where on property checking and repairing a few broken lines. 2 lines were damaged in front entrance area. I was also contacted on Friday July 21 about another reported leak. This was passed on to irrigation manager

Overall Assessment

Front entrance and preserve enhancement was completed. All irrigation was tested and timers where adjusted so all new plants received additional water.



**Down to Earth
Landscape & Irrigation**
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Suite 200
Maitland,
[CompanyStateProvinceName]
32751

Agenda Page #153

Quality Audit Report

Heritage Lake Park Community Development District

Audited By: Louis B Sheehan III on 07/30/23

Mowing

All areas mowed around property

Hard surface weeds

All walk ways and clubhouse area sprayed for weeds

Weed Control

All beds weeded. We will be bringing more mulch to fix front entrance area. Some mulch was disturbed do to irrigation repairs

Trimming

Trimming cycle continued

Irrigation

Irrigation has been onsite most of the week repairing issues caused by the workers repairing the community wall

Pest control

Pest and turf weed applications will be applied by Garden Masters on August 1st

10Bii.

REJUVINATION TRIMMING



AFTER
TRIMMING



TRIMMING
REGROWTH



FINAL
RESULT

If you've seen older shrubs that look like giant stems of broccoli, then you've seen shrubs that are ready for renovation. Shrubs that aren't properly pruned over the years can become tall and leggy, bushy, oversized, or just plain ugly.

But renovating them is simple. In early spring, cut them down to within a few inches of the soil. Over the next few years, the plants will typically regrow in their natural form with healthy, vigorous growth.

Renovation is an aggressive practice and won't work with all shrubs, especially certain evergreens. An alternative is to rejuvenate your shrubs by removing one-third of the plant each year for three years.

HOW IT WORKS

Rejuvenation of Shrubs is a drastic method of pruning old shrubs that have become much too large or have a large amount of nonflowering wood.

On single stem shrubs, such as ligustrum and gardenia, rejuvenation is carried out over a period of two to three years by severe thinning out to the basic limb framework. In this case, $\frac{1}{3}$ to $\frac{1}{2}$ of the old growth is removed each year. Multiple stem shrubs are rejuvenated by cutting back all stems at ground level over a period of three years. Remove $\frac{1}{3}$ of the old, mature stems the first year. The second year remove $\frac{1}{2}$ of the remaining old stems and head back long shoots growing from the previous year's pruning cuts. Remove the remaining old wood and head back the long new shoots in the third season.

The best time for rejuvenation is in late spring early summer, just before new growth begins. Large, old shrubs should not be rejuvenated during late summer, as new growth will be stimulated and possibly killed by cold weather in the winter.

10C



Work Order
 Work Order Number 00222978
 Created Date 5/22/2023

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

Work Details

Specialist Treated ponds 1,2,3,4 L-B L-C
 Comments to Customer
 Prepared By Tracy Hutson

Work Order Assets

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

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		



Work Order
 Work Order Number 00222978
 Created Date 5/22/2023

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

Work Details

Specialist Treated ponds 1,2,3,4 L-B L-C
 Comments to Customer
 Prepared By Tracy Hutson

Work Order Assets

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

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	



Work Order
 Work Order Number 00247511
 Created Date 6/14/2023

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

Work Details

Specialist Treated shoreline grass and weeds pond
 Comments to Customer 1,2,3,4,5 fennel alligator weed.
 Prepared By Tracy Hutson

Work Order Assets

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

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		



Work Order
 Work Order Number 00247511
 Created Date 6/14/2023

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

Work Details

Specialist Treated shoreline grass and weeds pond
 Comments to Customer 1,2,3,4,5 fennel alligator weed.
 Prepared By Tracy Hutson

Work Order Assets

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

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	



Work Order
 Work Order Number 00288666
 Created Date 7/19/2023

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

Work Details

Specialist Treated 1,2,3,4,5 shoreline grass and weeds L3
 Comments to Customer Lb treated baby tears.
 Prepared By Tracy Hutson

Work Order Assets

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

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		



Work Order
 Work Order Number 00285692
 Created Date 7/27/2023

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

Work Details

Specialist Comments to Customer Treated 4 wetland/littoral sites for exotic and nuisance vegetation. Treated Spikerush on lake 1 to keep it behind white staking.
 Prepared By MATT BUTCHER
 Specialist State License Number

Work Order Assets

Asset	Status	Product Work Type
Heritage Lake Park Cdd Wetlands	Treated	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Heritage Lake Park Cdd Wetlands	INVASIVES CONTROL	
Heritage Lake Park Cdd Wetlands	LITTORAL SHELF	
Heritage Lake Park Cdd Wetlands		Treated 4 wetland/littoral sites for exotic and nuisance vegetation. Treated Spikerush on lake 1 to keep it behind white staking.

10D

10Dvi

CDD BOARD VENDOR ASSIGNMENTS – updated 7/25/22**PAUL EBERHARDT 989-786-5224**

Clubhouse – oversight/approval of Events & facility rental; purchase of supplies, cleaning products, etc.

Clubhouse: 941-624-4319 – oversight & maintenance issues

Kennedy Electrical: 941-639-1250 – lamps, sensors, electrical issues

Coverall: 239-810-6003 – M-W-F cleaning contract

Pest Eliminators: 941-766-0902 – pest control contract

Grande Aire Services: 941-964-1142 – semi-annual inspection of equipment & system; replace belts annually; maintain & service ice machine in clubhouse

Cintas Fire Protection: 239-693-8722 – annual inspection of fire extinguishers

Wenzel Electric: 941-371-1599 – annual inspection of fire alarms in clubhouse & fitness center

Access Fire Protection: 954-355-3473 – annual sprinkler system inspection

Ryan Hammond Painting: 239-699-7754 – wall repair

JAMES DEFILIPPO 412-877-0791

Down to Earth: 239-561-9184 – landscape/Irrigation

Office Manager Oversight

DOUG CARVILLE 941-391-6667

SOLitude: 877-745-5729, 239-340-0059 (Kris) 941-232-0490 (Jim, mgr) – all lakes & ponds

Vertex Water Features: 800-432-4302 Chris – fountain in main lake

GREGG KRAUSS 517-888-3101

Bates Flag & Flagpoles: 941-637-8333 – flag & pole at main entrance

Envera Systems (Service): 941-556-0734 – to schedule technician, report malfunctions, damage, system maintenance, re-orders

Envera Systems (Customer Care): 877-936-8372 – to request video, post orders, site info, monitoring, update personnel or contact info

Action Door & Gate: 239-643-3667 – gate entry/exit issues, quarterly gate maintenance

New IQ: 239-919-5654 – analog security cameras, any clubhouse computer issues

LARRY FORLANO 941-979-2770

Howard's Pool: 941-625-6007 – Monday, Wed, Friday maintenance

Done Right Pool Heating: 941-764-5951 – circulation pump, 3 heater pumps

Global Lift Corp: 866-712-0606 – pool lift

D&D Awnings: 941-629-5535 – pool shade awning

Welch Tennis: 800-282-4414 – tennis court surfacing, pickleball lining

Fitness Services of FL: 954-753-6088 - Fitness Center maintenance contract, equipment repair

ANY AVAILABLE SUPERVISOR:

Charlotte County Animal Control: 941-833-5690

Assurance Wildlife: 941-456-8727

Charlotte County Utilities: 941-874-4300

Florida Power & Light: 941-639-1106

Prompt Towing: 941-639-4000

Eleventh Order of Business

11A.

11Ai

CDD CONFIRMATION OF RIGHTS

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

_____, 2023

D.R. HORTON Southwest Florida
10541 Six Mile Cypress, Fort Myers, FL 33966
Attn: Landon Thomas

RE: Confirmation of Rights from Heritage Lake Park Community Development District (the “CDD”) to DR Horton | Agreement Approved at August 7, 2023, CDD Board Meeting

Dear Mr. Thomas:

The CDD Board of Supervisors had a meeting on August 7, 2023, to confirm the rights which you requested be confirmed. The following was approved by the Board of Supervisor by a vote of _____

Confirmation of Rights from CDD to Neighborhood Developer, DR Horton. DR Horton is requesting and shall be governed by the confirmation of rights set forth below (collectively, the “**Confirmation of Rights**”). The purpose of the vote was to approve a written approval by the Board of Supervisors of the CDD communicating the Confirmation of Rights.

The Board of Supervisors of the CDD approved the execution of this Confirmation of Rights by the Chairman of the Board of Supervisors directly with DR Horton. The Confirmation of Rights shall be as follows:

- (a) The CDD agrees that DR Horton shall be authorized to carry out development, sale, construction, and marketing activities on the Lots owned by DR Horton in the Park Villas IV Neighborhood at Heritage Lake Park (the “DR Horton Lots”) Such authorization shall include, without limitation, the right to maintain, in locations within the DR Horton Lots, temporary signage, flags, banners, model homes and trailers to the extent necessary to facilitate completion and sale of the DR Horton Lots and dwellings by DR Horton. DR Horton shall also have the right to maintain temporary signage, flags, and banners on CDD common areas. DR Horton shall submit layout of such items on the common areas for approval by CDD, which approval shall not be unreasonably withheld, conditioned, or delayed.
- (b) The CDD agrees to use commercially reasonable efforts to cause the entry feature gates (the “**Gates**”) to remain in the open position for access by DR Horton’s vendors, contractors, subcontractors, employees, and other construction personnel during the hours of 7:00 am through 7:00 pm Monday through Friday, unless otherwise agreed by DR Horton and the CDD, for all periods of time DR Horton is constructing, homes within the

community. As a CDD, with public roads, there is 24/7 entry for the public regardless of whether the Gates are in the open position or not.

- (c) DR Horton shall have full rights of ingress and egress to and through, and over and about the CDD common areas during the period that DR Horton is engaged in any development, construction or improvement work, sales, leasing, or marketing of the DR Horton Lots within the community. DR Horton shall further have an easement on the CDD common areas for the use and maintenance of signs, banners, and the like being used in connection with the sale or promotion of the DR Horton Lots, in conformance with the terms referenced above. DR Horton shall further have the right to operate and maintain models, sales centers, and leasing offices to facilitate sales and marketing of the DR Horton Lots during the period of time that DR Horton is engaged in any construction or improvement work, sales, leasing, or marketing of the DR Horton Lots. DR Horton shall submit layout of such items to the CDD for approval, which approval shall not be unreasonably withheld, conditioned, or delayed.
- (d) DR Horton shall have the right to park service, delivery, and construction vehicles on and in CDD common area in the vicinity of the DR Horton Lots to carry on construction activities on the DR Horton Lots. DR Horton shall not unreasonably obstruct or interfere with traffic or access to the community.
- (e) DR Horton shall have the right to remove trees and vegetation as needed to facilitate the development, construction, or improvement work of the DR Horton Lots within the community. DR Horton shall submit landscape plans of such items to the CDD for approval, which approval shall not be unreasonably withheld, conditioned, or delayed, and no work shall cause the violation of the Charlotte County Building Code or any other governing body.
- (f) DR Horton, at its sole option, shall have the right to designate the DR Horton Lots as a Neighborhood (as defined in applicable homeowner association Declarations) with additional maintenance obligations.
- (g) The CDD shall use best efforts to shorten the estoppel and transfer processes as it relates to CDD assessments for the sale of Lots. DR Horton shall provide the CDD with three (3) days' prior written notice of the transfer of title of DR Horton Lots.
- (h) The Confirmation of Rights referenced herein is an agreement between the CDD and DR Horton and DR Horton specifically recognizes and affirms that the CDD can only agree to certain issues that relate to CDD property and responsibilities and the CDD in no way controls or can provide approval for subject restrictions of the applicable homeowner associations in the community or applicable governing laws of local authorities including but not limited to Charlotte County.

SIGNATURE PAGE TO FOLLOW

Sincerely,

_____, Board Chairman
Heritage Lake Park Community Development
District

Agreed and Accepted:

DR Horton, Authorized Representative