



***HERITAGE HARBOR
COMMUNITY DEVELOPMENT DISTRICT***

Agenda Package

Regular Meeting

***Tuesday,
February 14, 2023
5:30 p.m.***

***Location:
Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, FL 33558***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Heritage Harbor Community Development District

DPFG Management & Consulting

[X] 250 International Parkway, Suite 208
Lake Mary FL 32746
(321) 263-0132

Board of Supervisors
Heritage Harbor Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development District is scheduled for **Tuesday, February 14, 2023 at 5:30 p.m.** at the **Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, FL 33558.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-285 or tdobson@dpfgmc.com. We look forward to seeing you at the meeting.

Sincerely,

Tish Dobson

Tish Dobson
District Manager

Cc: Attorney
Engineer
District Records

District: **HERITAGE HARBOR COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Tuesday, February 14, 2023
Time: 5:30 PM
Location: Heritage Harbor Clubhouse
19502 Heritage Harbor Parkway
Lutz, Florida 33558

Call-in Number: +1 (929) 205-6099

Meeting ID: 913 989 9080

Passcode: 842235

Zoom Link:

<https://vestapropertyservices.zoom.us/j/9139899080?pwd=aFdWVzFxb3Y0L2w4eG9VTnZRakl0UT09>

Revised Agenda

I. Roll Call

II. Audience Comments – *(limited to 3 minutes per individual for agenda items)*

III. Landscape & Pond Maintenance

A. Greenview Landscape as Inspected by OLM – January 26, 2023 – [Exhibit 1](#)
93%

B. Steadfast Environmental – Waterway Inspection Report [Exhibit 2](#)

IV. Golf Operations

A. Golf Course Report

V. Consent Agenda

A. **Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held January 10, 2023** [Exhibit 3](#)

B. Consideration for Acceptance – The December 2022 Unaudited Financial Report [Exhibit 4](#)

VI. Business Matters

A. Consideration of Volunteer Insurance for Board Members [Exhibit 5](#)

B. Consideration of Tree Removal Request [Exhibit 6](#)

C. Consideration of Pond Erosion Repair Proposal Options [Exhibit 7](#)

1. Site Masters

2. Steadfast Environmental

a. Pond Bank 56 Restoration

b. Pond Bank 56 Plantings

D. Consideration of Bank Signature Cards Resolutions [Exhibit 8](#)

VI. Business Matters – continued

- E. Discussion of Payroll Claim Against Engage PEO & Consideration of Cost Sharing the Loss
- F. Presentation of Double Bogey’s 2022 Year-End Sales Numbers
- G. Discussion of Priority/Projects Spreadsheet – *To Be Distributed*

[Exhibit 9](#)

[Exhibit 10](#)

VII. Staff Reports

- A. **District Manager & Field Operations Report**
- B. District Attorney
- C. District Engineer

[Exhibit 11](#)

VIII. Supervisors Requests

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

X. Next Meeting Quorum Check: March 14th, 5:30 PM

Benjamin Delaney	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Russ Rossi	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Clint Swigart	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Shelley Grandon	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Jeffrey Witt	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

XI. Adjournment

EXHIBIT 1



HERITAGE HARBOR CDD

LANDSCAPE INSPECTION

January 26, 2023

ATTENDING:

ADAM RHUM – GREENVIEW LANDSCAPING

PAUL WOODS – OLM, INC.

SCORE: 93%

**NEXT INSPECTION
FEBRUARY 23, 2023 AT 9:00 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

HARBOR TOWNE

1. Continue removing Oak leaf accumulations matted in parking lot islands. Dispose of all debris during weekly visits.
2. To the right of the entrance: Use a pole saw to remove dead wood from Ligustrum.
3. **Pro Shop: Improve vigor and fertility of multi stem Gardenias.**
4. Rear of the clubhouse, adjacent to the golf cart barn: I recommend reduction pruning in Ilex 'Schillings'. This will allow for the removal of dead wood. Maintain plants a uniform height consistent with the hedgerow adjacent to the pool side.
5. **Control weeds in turf. Promote infilling growth of St. Augustine and Bermudagrass in the lawn area immediately behind the clubhouse.**
6. Around perimeter of the tennis courts: Trench hard lines.

BOULEVARD

7. Rake down fire ant mounds near the golf course maintenance shop entrance.
8. Trench mulch along the play field sidewalk area.
9. Detail pond shorelines with line trimmers, maintaining a uniform height of curb.
10. Remove debris along curbs and leaf accumulations from storm water inlets during weekly service visits.

ENTRANCE

11. Remove sand, gravel, and debris along curb lines near the exit side.

CYPRESS GREEN DRIVE

12. Bluewater village entrance: Rejuvenate prune Red Fountain Grass.

13. Along wood line to turf interfaces: I recommend using a brush blade or heavy line trimmer and utilizing non-selective control to reduce overgrowth.

CATEGORY III: IMPROVEMENTS – PRICING

1. Harbor Towne: Provide a price to remove declining Queen Palms at the north perimeter of the pool seating berm. I recommend sampling the ashen gray foliage for the presence of Fusarium Wilt.
2. Harbor Towne: Provide a price to install additional sod at the southeast corner of the tennis courts where drainage is resulting in washed mulch.

CATEGORY IV: NOTES TO OWNER

1. Recent cold temperatures have resulted in some temporary discoloration or decline in sensitive plant materials. I recommend holding on any heavy pruning until day length increases and the risk of freeze concludes. Limit pruning to affected parts only on tropical plants. Some rejuvenate pruning will need to occur and on Crinum Lilies reduction down to the stalks will be needed.

CATEGORY V: NOTES TO CONTRACTOR

1. I recommend reduction pruning of Viburnum screening visibility of the play field during the rainy season. This is an unirrigated bed area and completing this work during the rainy season would improve recovery of rejuvenate pruning.
2. As a courtesy remove any remaining construction debris, including the concrete rock, from right-of-way areas.

cc: Jackie Leger jleger@dpfgmc.com
Tish Dobson tdobson@dpfgmc.com
Ray Leonard rleonard@greenacre.com
Larry Rhum debs@greenviewfl.com

HERITAGE HARBOR CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10	-3	Grassy weeds
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10		
CLEANLINESS	10	-5	Leaf litter
MULCHING	5	-3	Trench hard edges ‘ define tree wells with blade edger
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

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

Date: 1-26-23 _____ Score: 93% Performance Payment™100__

Contractor Signature: *GAZ*

Inspector Signature: *PNJ*

Property Representative Signature: _____



EXHIBIT 2



Heritage Harbor CDD Aquatics

Inspection Date:

2/6/2023 11:18 AM

Prepared by:

Lee Smith

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 56

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal subsurface algae present along the edge of the pond. Very minimal Torpedo grass present along the shoreline. Bank is still having some erosion issues. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface	<input type="checkbox"/> Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic		<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 42

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

No algae growth observed in pond. Very minimal shoreline grasses including Torpedo grass around the edge of the pond will continue to receive routine treatment.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface	<input type="checkbox"/> Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic		<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 47

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Pond appears to be in excellent condition. Very minimal Torpedo grass observed on side behind homes.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 36

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal subsurface algae growth observed in the pond. Pond appears to be in excellent condition otherwise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 61

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal subsurface algae present in pond. Very minimal surface algae present around the perimeter of the pond. Minor amount of shoreline grasses observed. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface	<input type="checkbox"/> Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic		<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 29

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

No algae growth observed in pond. Pond appears to be in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface	<input type="checkbox"/> Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic		<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 14

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal subsurface algae observed around the perimeter. Very minimal shoreline grasses observed around perimeter appear to have been treated recently. Pond seems to be making great improvements and technicians will continue to monitor and treat.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	<input type="checkbox"/> Cyanobacteria
		<input type="checkbox"/> Planktonic		
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 13

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal amount of shoreline grasses present around the pond. Pond appears to be in excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	<input type="checkbox"/> Cyanobacteria
		<input type="checkbox"/> Planktonic		
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

Inspection Report

SITE: 12

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Very minimal amount of Torpedo grass and Pennywort present around the pond. Pond is in excellent condition otherwise. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input checked="" type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

SITE: 26

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Minimal amounts of shoreline grasses around the perimeter. Pond appears to be in excellent condition otherwise.

<u>WATER:</u>	<input type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input checked="" type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria	
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

MANAGEMENT SUMMARY



With the arrival of February, temperatures continue to fluctuate between warm and cold. Mornings and night temperatures are still relatively cool (50-60), and daytime temperatures range from being a normal warm Florida day to a chilly, cloudy day. The growth rate for both algae and nuisance plants are still slower than usual as a result of the weather, giving technicians the ability to make headway in more overgrown areas. Rainfall events have been few and far between, and with only the occasional isolated event; the water levels of most ponds has decreased as a result of the recent weather. Decreased rainfall provides assistance in the growth of algae, as well as decreased nighttime temperatures extending the time it takes for treated algae to decay (beyond the usual 7-10 day period). It may look as though many types of vegetation are "dead" or "dying" but are simply awaiting the return of spring, where these species will return to life.

On this visit, nearly all ponds noted were in excellent condition. Nuisance grasses are still present in minor amounts and will continue to be routinely treated. Some forms of vegetation that are present in the ponds are dormant due to the recent decreased temperatures. Shoreline grasses were noted and will be taken care of. Algae was present in minor amounts and will be a main focus for technicians going forward. Surface growth had already been treated and is showing signs of improvement.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along shorelines and within water.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA

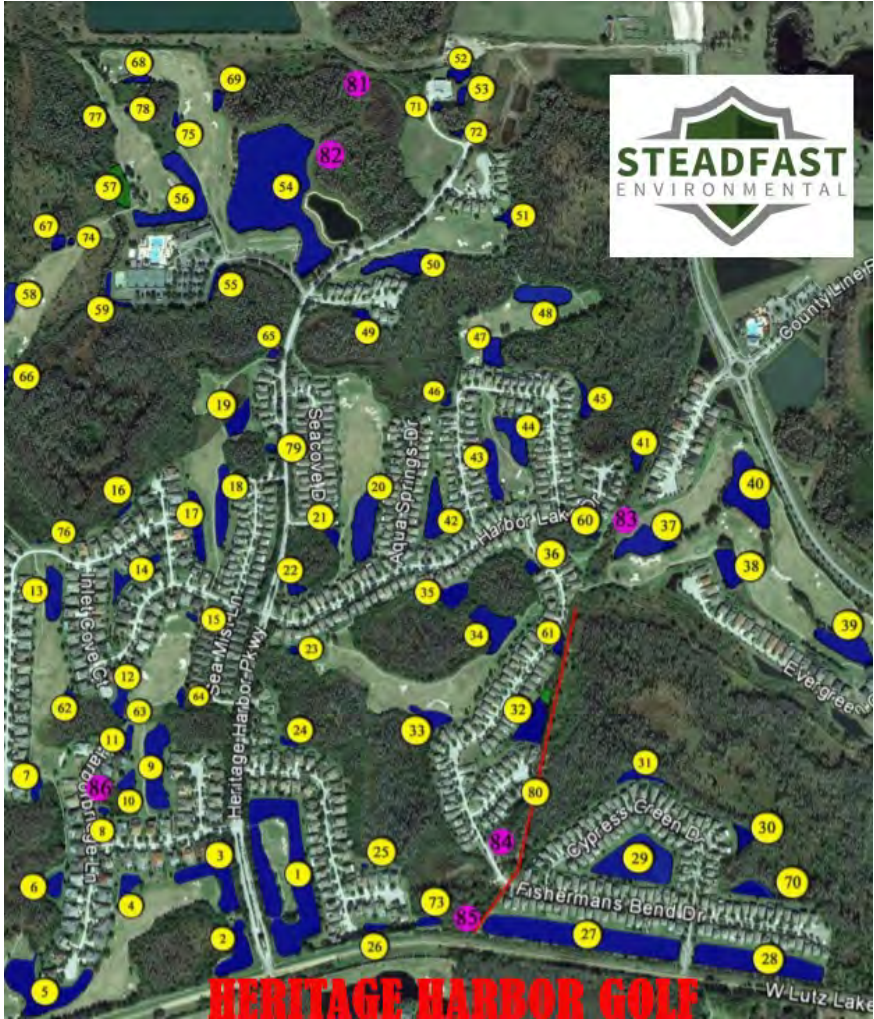


EXHIBIT 3

1 **MINUTES OF MEETING**

2 **HERITAGE HARBOR**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Heritage Harbor Community Development
5 District was held on Tuesday, January 10, 2023 at 5:34 p.m. at the Heritage Harbor Clubhouse, 19502
6 Heritage Harbor Parkway, Lutz, Florida 33558.

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

8 Ms. Dobson called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Shelley Grandon	Board Supervisor, Chairwoman
11	Clint Swigart	Board Supervisor, Assistant Secretary
12	Jeffrey Witt	Board Supervisor, Assistant Secretary
13	Ben Delaney	Board Supervisor, Assistant Secretary

14 Also present were:

15	Tish Dobson	District Manager, DPFM Management & Consulting
16	Tracy Robin	District Counsel, Straley Robin Vericker
17	David Penzer	Resident
18	Patrick Giambelluca (<i>via phone</i>)	Resident
19	Mark Steblin	Resident

20 *The following is a summary of the discussions and actions taken at the January 10, 2023 Heritage Harbor*
21 *CDD Board of Supervisors Regular Meeting.*

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

23 Mr. Giambelluca stated that the entrance traffic light project was on hold pending the arrival of a
24 battery for the light itself, but should be up and running by February.

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

26 A. Exhibit 1: Greenview Landscape as Inspected by OLM – November 17, 2022 – 94%

27 Ms. Dobson commented positively on the mulch that had been recently installed in the landscape
28 beds.

29 B. Exhibit 2: Steadfast Environmental – Waterway Inspection Report

30 Ms. Dobson noted that she had met with the District Engineer and golf course staff, and had
31 received some direction as to identifying ponds not to receive cutbacks. Ms. Dobson additionally
32 noted that a competing proposal for erosion repair had come in, and that she could provide both for
33 consideration at the next meeting along with any others that may be received.

34 **FOURTH ORDER OF BUSINESS – Golf Operations**

35 A. Golf Course Report

36 Ms. Dobson gave an overview of the golf course report, stating that activity was high on both the
37 course and the pro shop. Ms. Dobson noted that golfers had been reporting several times weekly
38 about coyote sightings, and Mr. Delaney provided some insight on coyote behavior and difficulties
39 with trapping that he had learned about in his discussions with the state. The Board discussed
40 potential liability concerns with District Counsel, and Mr. Robin suggested that signage could be
41 placed in the pro shop.

42 **FIFTH ORDER OF BUSINESS – Consent Agenda**

43 A. Exhibit 3: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
44 Held December 13, 2022

45 Ms. Grandon requested for a correction to her name on Line 172.

46 On a MOTION by Ms. Grandon, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board approved
47 the Minutes of the Board of Supervisors Regular Meeting Held December 13, 2022, as amended, for the
48 Heritage Harbor Community Development District.

49 B. Exhibit 4: Consideration for Acceptance – The November 2022 Unaudited Financial Report

50 The Board requested for restaurant and pro shop concessions to be tracked in separate columns in
51 the snapshot report, and for future budgets to include a line item for pro shop concessions.

52 On a MOTION by Ms. Grandon, SECONDED by Mr. Swigart, WITH ALL IN FAVOR, the Board accepted
53 the November 2022 Unaudited Financial Report, for the Heritage Harbor Community Development
54 District.

55 **SIXTH ORDER OF BUSINESS – Business Matters**

56 A. Exhibit 5: Discussion of CDD Email Address Accounts

57 Ms. Dobson noted that there was a monthly charge of \$50 to Venturesin.com for CDD email
58 addresses that were not currently being utilized, and stated that the Board could decide whether to
59 continue or stop with these email addresses. Ms. Dobson and Mr. Robin provided an overview of
60 record retention needs associated with CDD emails, and comments were made by the Board
61 regarding names listed with the email addresses.

62 On a MOTION by Ms. Grandon, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board approved
63 maintaining the partnership with Venturesin.com, and for each Board member to send the District Manager
64 a unique email address, for the Heritage Harbor Community Development District.

65 B. Exhibit 6: Consideration of VGlobal Tech Website Hosting, Email Hosting, & ADA Compliance
66 Proposal

67 Ms. Dobson noted that this proposal was being provided for comparison purposes with the CDD's
68 current partnership with Venturesin.com. No action was taken by the Board on this proposal.

69 C. Exhibit 7: Presentation & Acceptance of FY 2021 Annual Audited Financial Statements

70 Ms. Dobson and Mr. Robin provided additional background on the issues that had been dealt with
71 in getting the audited financial statements to the State in a timely manner for the previous fiscal
72 year.

73 On a MOTION by Mr. Swigart, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board accepted
74 the FY 2021 Annual Audited Financial Statements, for the Heritage Harbor Community Development
75 District.

76 D. Discussion of Communications

77 Ms. Grandon and Mr. Delaney discussed Mr. Delaney's suggestion to write summaries about HOA
78 and CDD meetings in the newsletter, and Ms. Grandon expressed concerns about potential issues
79 arising from Board members synthesizing interpretations of CDD meeting proceedings. Mr. Robin
80 recalled previous Board discussions about a Supervisor who wished to write newsletter articles
81 documenting meeting events, and noted that as it was virtually impossible to report Board meeting
82 events without some degree of editorializing, the Board had proceeded with approved meeting

83 minutes as the official record. The Board discussed the location of minutes documents on the CDD
84 website, and additionally discussed potentially installing electronic signage at the front to advertise
85 events.

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

87 A. Exhibit 8: District Manager & Field Operations Report

88 Ms. Dobson gave an overview of the reports, noting that the restroom remodel was still in progress,
89 and that she had spoken to Site Masters about the Hole 13 drain coverage but they were waiting on
90 water to drain from the area.

91 Ms. Dobson additionally noted that she had contacted the Sheriff regarding a payroll security
92 breach, and at their recommendation, she had provided information on the breach to the FBI. Ms.
93 Dobson stated that Engage PEO was not willing to assume responsibility, which she and the Board
94 disagreed with. Ms. Dobson stated that District Counsel had been sent a copy of the agreement, and
95 the CDD’s insurer had been contacted and similarly held the view that the vendor was the
96 responsible party as insufficient protection protocols were in place. The Board requested for
97 alternative payroll vendor proposals for consideration, and Mr. Robin stated that he could prepare
98 a demand letter to Engage PEO for reimbursement.

99 B. District Attorney

100 Mr. Robin stated that he had nothing further to report.

101 C. District Engineer

102 Ms. Dobson noted that she had met with the District Engineer regarding a drainage issue and
103 maintenance plans in accordance with SWFWMD and engineering guidelines, and stated that she
104 would be providing information on plantings. Ms. Dobson noted that while Site Masters had
105 provided a less expensive competing proposal for erosion repair, the quote was still around \$20,000,
106 and suggested that pond bank stabilization via plant installations could be an alternative and less
107 costly path for consideration.

108 Ms. Dobson additionally noted issues with homeowners draining pools and flooding areas towards
109 the golf course and its irrigation electrical boxes. Ms. Dobson stated that she would be working
110 with the District Engineer, the golf course and Hillsborough County to address the problem, along
111 with Mr. Leonard of Greenacre Properties to potentially look into tightening up relevant HOA
112 bylaws.

113 Ms. Dobson stated that she would be working in conjunction with the District Engineer with the
114 Board of County Commissioners to ensure compliance with permitting and plant material. Ms.
115 Dobson added that a meeting was planned with golf course employees along with Mr. Rossi as the
116 project liaison, and noted work putting together a living spreadsheet document for project
117 prioritization.

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

119 Supervisor requests were made for the revenue of the restaurant over the course of 2022. Ms.
120 Dobson stated that these figures could be brought back for the next meeting, to allow the resident
121 time to close out the year-end books. The Board additionally requested a look at upcoming plans
122 and scheduled events for 2023. Further discussion ensued regarding the lease and asset list, with
123 Mr. Robin advising that he believed the amendment to the lease would be straightforward.

124 **NINTH ORDER OF BUSINESS – Audience Comments – New Business**

125 Mr. Steblin recalled previous requests to clarify a golf course oak tree’s location on the tree
126 trimming schedule. Discussion ensued, with Ms. Grandon noting that residents had the right to trim
127 trees touching their property.

128 Mr. Penzer expressed appreciation for Mr. Rossi, Ms. Grandon, Mr. Swigart, and Ms. Dobson for
129 their work through the rapid transition of District Managers towards the end of his tenure, and
130 stated that he would be happy to assist the Board with any needs in the future.

131 **TENTH ORDER OF BUSINESS – February 14th, 5:30 PM**

132 Ms. Grandon, Mr. Witt, and Mr. Delaney indicated that they would be present for the next meeting,
133 scheduled for February 14, 2023, at 5:30 p.m., which would constitute the necessary quorum. Mr.
134 Swigart stated that he was unsure if he would be attending in person.

135 **ELEVENTH ORDER OF BUSINESS – Adjournment**

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

138 On a MOTION by Ms. Grandon, SECONDED by Mr. Witt, WITH ALL IN FAVOR, the Board adjourned
139 the meeting at 6:53 p.m. for the Heritage Harbor Community Development District.

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

143 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
144 meeting held on February 14, 2023.**

145

Signature

Signature

Printed Name

Printed Name

146 **Title:** **Secretary** **Assistant Secretary**

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

EXHIBIT 4

Heritage Harbor
Community Development District

Financial Statements
(Unaudited)

Preliminary

December 31, 2022

Financial Snapshot - General Fund

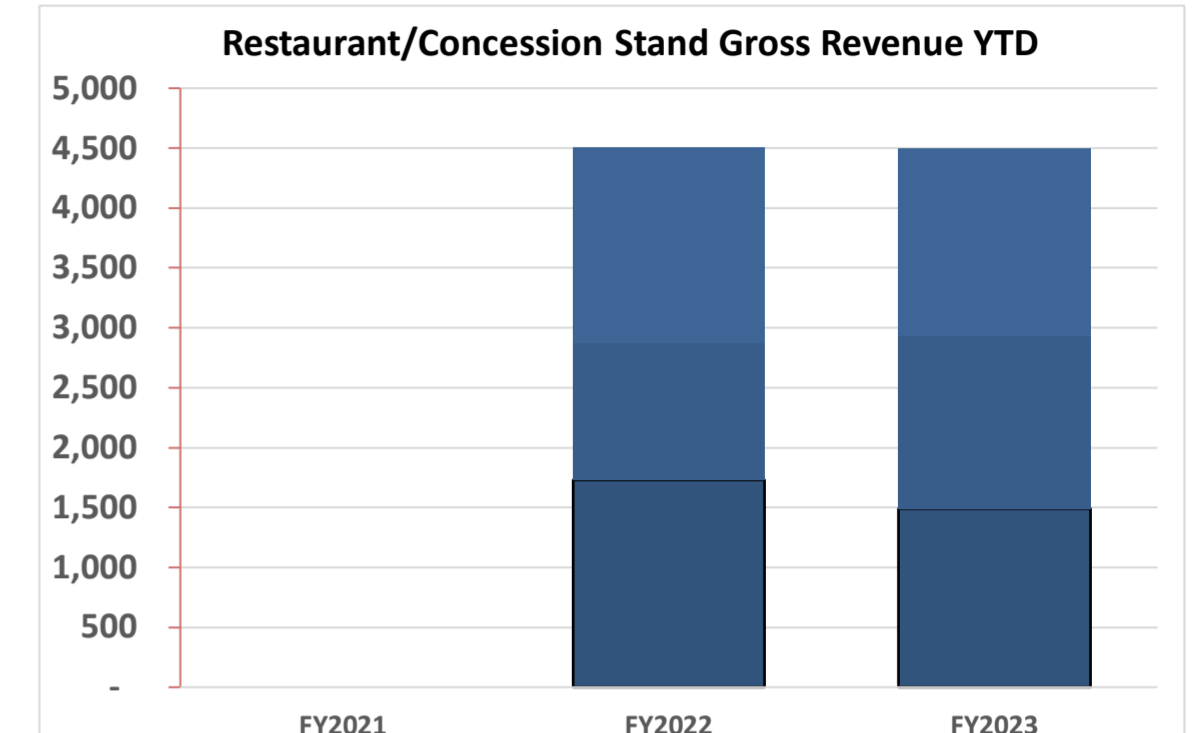
Revenue: Net Assessments % Collected YTD			
	FY 2022 YTD	FY 2023 YTD	
General Fund	91.0%	91.1%	
Debt Service Fund	91.0%	0.0%	

Expenditures: Amount Spent YTD			
	FY 2022 YTD	FY 2023 YTD	
General Fund			
Administration	\$ 52,178	\$ 72,483	
Field	130,475	146,038	
Total General Fund	\$ 182,653	\$ 218,521	
% of Actual Expenditures Spent of Budgeted Expenditures			19%

Cash and Investment Balances			
	Prior Year YTD	Current Year YTD	
Operating Accounts	\$ 1,474,225	\$ 1,534,094	

Financial Snapshot - Enterprise Fund - Restaurant/Pro Shop

Pro Shop Concession Stand Gross Revenue YTD			
	FY2021	FY2022	FY2023
October	-	1,729	1,489
November	-	1,148	1,441
December	-	1,627	1,567
January	-	1,169	N/A
February	-	1,332	N/A
March	-	1,757	N/A
April	-	2,056	N/A
May	-	2,484	N/A
June	27	1,884	N/A
July	2,510	2,195	N/A
August	2,402	2,375	N/A
September	1,406	1,573	N/A
Yearly Total	\$ 6,346	\$ 21,328	\$ 4,497



Financial Snapshot - Enterprise Fund - Golf Activity

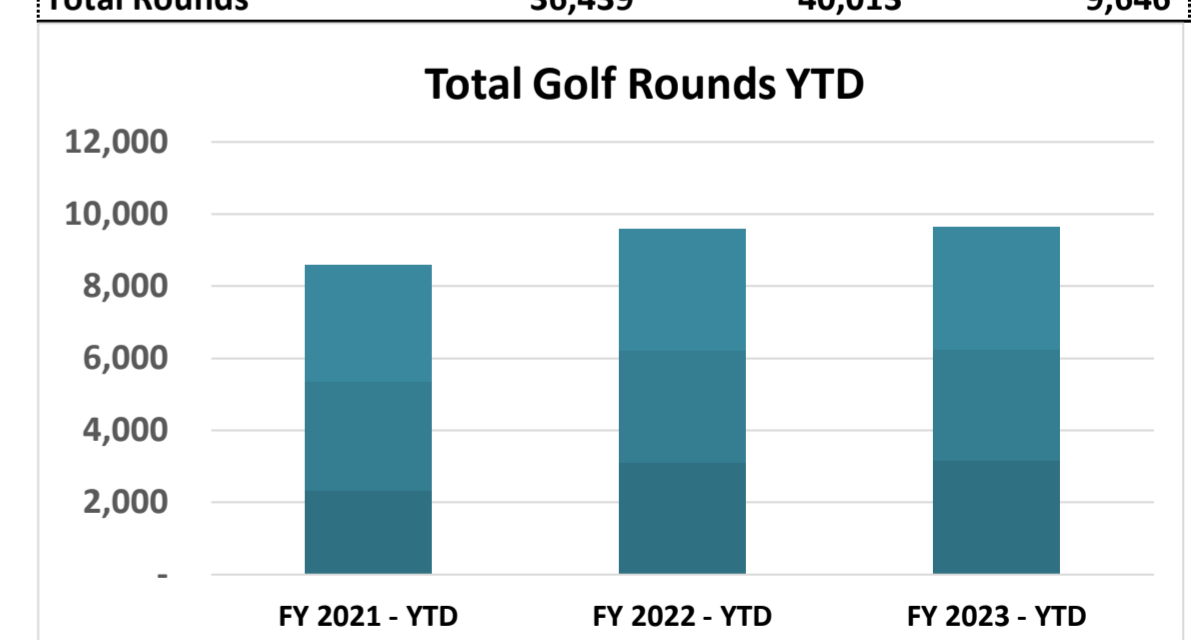
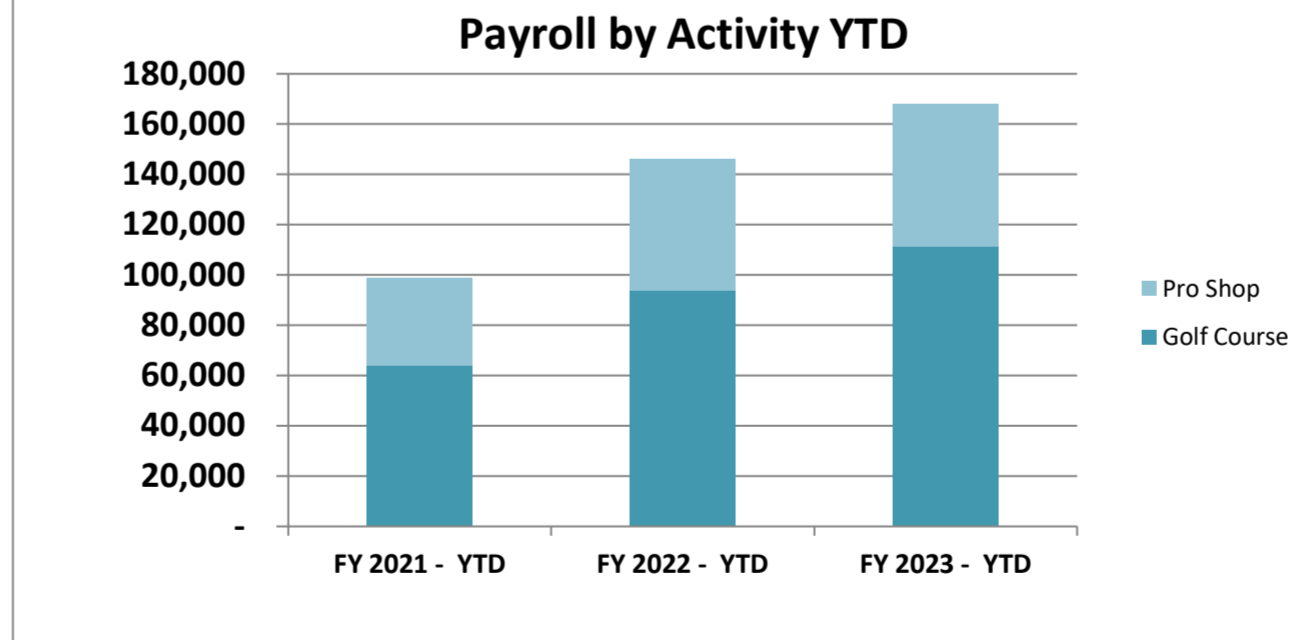
Gross Profit by Golf Activity			
	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 249,508	\$ 279,273	\$ 317,564
Pro Shop	9,667	11,536	19,299
Cost of Goods Sold	(3,101)	(8,280)	(10,859)
Total Gross Profit	\$ 256,074	\$ 282,529	\$ 326,004

Expenses by Golf Activity			
	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 146,067	\$ 185,873	\$ 200,913
Pro Shop	61,128	91,454	106,591
Total Expenses	\$ 207,195	\$ 277,327	\$ 307,504

Net Income (Loss) by Golf Activity			
	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course	\$ 103,441	\$ 93,400	\$ 116,651
Pro Shop	(54,562)	(88,198)	(98,151)
Total Net Income (Loss) B4 Depreciation	\$ 48,879	\$ 5,202	\$ 18,500
Total Depreciation Expense	37,111	-	-
Total Net Income (Loss) After Depreciation	\$ 11,769	\$ 5,202	\$ 18,500

Payroll by Activity			
	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Golf Course			
Payroll- Hourly	\$ 54,647	\$ 79,558	\$ 91,295
FICA Taxes	5,132	9,399	10,656
Life and Health Insurance	4,219	4,598	9,202
Total Golf Course	63,998	93,555	111,153
Pro Shop			
Payroll- Hourly	29,655	43,186	43,252
FICA Taxes	3,276	6,330	10,519
Life and Health Insurance	1,711	2,985	3,029
Total Pro Shop	34,642	52,502	56,800
Total Payroll	\$ 98,640	\$ 146,057	\$ 167,953
% of Revenues	38.52%	51.70%	51.52%

Actual Rounds of Golf by Month			
	FY 2021 - YTD	FY 2022 - YTD	FY 2023 - YTD
October	2,312	3,112	3,163
November	3,053	3,124	3,085
December	3,242	3,359	3,398
January	4,054	3,833	N/A
February	3,227	2,934	N/A
March	4,024	3,727	N/A
April	3,154	3,937	N/A
May	2,936	3,932	N/A
June	2,620	3,236	N/A
July	2,671	3,293	N/A
August	2,573	3,043	N/A
September	2,573	2,483	N/A
Total Rounds	36,439	40,013	9,646



Financial Snapshot - Debt Service Fund

Debt Service Fund			
	Actual FY 2021 - YTD	Actual FY 2022 - YTD	Actual FY 2023 - YTD
Principal Payment	\$ -	\$ -	\$ -
Interest Payment	17,941	12,205	11,551
Prepayment Call	-	-	-
Total Debt Service Payments	\$ 17,941	\$ 12,205	\$ 11,551

Heritage Harbor CDD

Balance Sheet

December 31, 2022

	General Fund	Capital Reserve Fund	Golf Course & Pro Shop	Debt Service Series 2018	Debt Service Series 2021	Acq & Cons 2018	Acq & Cons 2021	TOTAL
1 ASSETS								
2 CASH - BU OPERATING	\$ 41,305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,305
3 CASH - BU MONEY MARKET	432,178	-	-	-	-	-	-	432,178
4 CASH - SOUTHSTATE OPERATING	8,248	-	-	-	-	-	-	8,248
5 CASH - TRUIST	4,298	-	-	-	-	-	-	4,298
6 CASH - HANCOCK WHITNEY OPERATING	948,221	-	-	-	-	-	-	948,221
7 CASH - HANCOCK WHITNEY LOAN	99,843	-	-	-	-	-	189,175	289,018
8 CASH - BU GOLF ACCOUNT	-	-	780,899	-	-	-	-	780,899
9 CASH - SOUTHSTATE GOLF ACCOUNT	-	-	186,970	-	-	-	-	186,970
10 CASH - DEBIT CARD	-	-	-	-	-	-	-	-
11 CASH ON HAND	-	-	1,672	-	-	-	-	1,672
12 INVESTMENTS:								
13 REVENUE FUND	-	-	-	36,441	2	-	-	36,443
14 RESERVE TRUST FUND	-	-	-	65,884	-	-	-	65,884
15 INTEREST FUND	-	-	-	1	-	-	-	1
16 SINKING FUND	-	-	-	-	-	-	-	-
17 COST OF ISSUANCE	-	-	-	-	-	-	-	-
18 US BANK CONSTRUCTION TRUST FUND	-	-	-	-	-	32,115	11	32,126
19 ACCOUNTS RECEIVABLE	7,255	-	5,199	-	-	-	-	12,454
20 ON ROLL ASSESSMENT RECEIVABLE	95,916	10,173	-	-	-	-	-	106,089
21 DEPOSITS	1,890	-	3,456	-	-	-	-	5,346
22 PREPAID	4,944	-	8,770	-	-	-	-	13,713
23 ON ROLL IN TRANSIT	-	-	-	-	-	-	-	-
24 DUE FROM OTHER FUNDS	165,511	98,052	5,746	2,645	-	1,441	-	273,394
25 INVENTORY ASSETS:								
26 GOLF BALLS	-	-	14,551	-	-	-	-	14,551
27 GOLF CLUBS	-	-	442	-	-	-	-	442
28 GLOVES	-	-	2,852	-	-	-	-	2,852
29 HEADWEAR	-	-	2,662	-	-	-	-	2,662
30 LADIES WEAR	-	-	1,253	-	-	-	-	1,253
31 MENS WEAR	-	-	2,563	-	-	-	-	2,563
32 SHOES/SOCKS	-	-	370	-	-	-	-	370
33 MISCELLANEOUS	-	-	5,401	-	-	-	-	5,401
34 TOTAL CURRENT ASSETS	1,809,609	108,225	1,022,806	104,972	2	33,556	189,186	3,268,355

Heritage Harbor CDD

Balance Sheet

December 31, 2022

	General Fund	Capital Reserve Fund	Golf Course & Pro Shop	Debt Service Series 2018	Debt Service Series 2021	Acq & Cons 2018	Acq & Cons 2021	TOTAL
35 NONCURRENT ASSETS								
36 LAND	-	-	1,204,598	-	-	-	-	1,204,598
37 INFRASTRUCTURE	-	-	6,054,583	-	-	-	-	6,054,583
38 ACC. DEPRECIATION - INFRASTRUCTURE	-	-	(6,015,863)	-	-	-	-	(6,015,863)
39 EQUIPMENT & FURNITURE	-	-	1,065,890	-	-	-	-	1,065,890
40 ACC. DEPRECIATION - EQUIP/FURNITURE	-	-	(941,334)	-	-	-	-	(941,334)
41 TOTAL NONCURRENT ASSETS	-	-	1,367,874	-	-	-	-	1,367,874
42 TOTAL ASSETS	\$ 1,809,609	\$ 108,225	\$ 2,390,680	\$ 104,972	\$ 2	\$ 33,556	\$ 189,186	\$ 4,636,229
43 LIABILITIES								
44 ACCOUNTS PAYABLE	\$ 24,402	\$ -	\$ 18,289	\$ -	\$ -	\$ 5,586	\$ 1,490	\$ 49,767
45 DEFERRED ON ROLL ASSESSMENTS	95,916	10,173	-	-	-	-	-	106,089
46 SALES TAX PAYABLE	2,016	-	17,751	-	-	-	-	19,767
47 ACCRUED WAGES PAYABLE	-	-	-	-	-	-	-	-
48 ACCRUED EXPENSES	5,338	-	25,452	-	-	-	-	30,790
49 DEFERRED REVENUE	-	-	-	-	-	-	-	-
50 GIFT CERTIFICATES	-	-	764	-	-	-	-	764
51 RESTAURANT DEPOSITS	6,000	-	-	-	-	-	-	6,000
52 ACCRUED INTEREST PAYABLE	-	-	-	-	-	-	-	-
53 DUE TO OTHER FUNDS	107,884	-	121,265	-	-	-	12,825	241,974
54 REVENUE BONDS PAYABLE-CURRENT	-	-	-	-	-	-	-	-
55 TOTAL LIABILITIES	241,555	10,173	183,522	-	-	5,586	14,315	455,151
56 FUND BALANCES								
57 NONSPENDABLE								
58 PREPAID & DEPOSITS	6,834	-	12,226	-	-	-	-	19,060
59 CAPITAL RESERVE	-	-	275,000	-	-	-	-	275,000
60 OPERATING CAPITAL	188,936	-	82,304	-	-	-	-	271,240
61 INVESTED IN CAPITAL ASSETS	-	-	1,538,158	-	-	-	-	1,538,158
62 UNASSIGNED	1,372,283	98,052	299,470	104,972	2	27,970	174,871	2,077,620
63 TOTAL FUND BALANCE	1,568,053	98,052	2,207,158	104,972	2	27,970	174,871	4,181,078
64 TOTAL LIABILITIES & FUND BALANCES	\$ 1,809,609	\$ 108,225	\$ 2,390,680	\$ 104,972	\$ 2	\$ 33,556	\$ 189,186	\$ 4,636,229

Heritage Harbor CDD

General Fund

Statement of Revenue, Expenses, and Change in Fund Balance

For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUE					
2 SPECIAL ASSESSMENTS - ON-ROLL	\$ 1,071,986	\$ 726,693	\$ 976,071	\$ (95,916)	91%
3 RESTAURANT LEASE	61,632	4,800	14,400	(47,232)	23%
4 INTEREST	1,000	911	2,426	1,426	243%
5 MISCELLANEOUS	-	-	-	-	
6 TOTAL REVENUE	1,134,618	732,404	992,897	(141,721)	88%
7 EXPENDITURES					
8 ADMINISTRATIVE					
9 SUPERVISORS' COMPENSATION	12,000	800	3,800	(8,200)	32%
10 PAYROLL TAXES & SERVICE	2,129	179	343	(1,787)	16%
11 ENGINEERING SERVICES	10,000	280	1,637	(8,363)	16%
12 LEGAL SERVICES	30,000	1,800	7,661	(22,339)	26%
13 DISTRICT MANAGEMENT	69,445	5,788	17,364	(52,081)	25%
14 DISSEMINATION FEE	2,000	-	2,000	-	100%
15 AUDITING SERVICES	6,200	-	-	(6,200)	0%
16 POSTAGE & FREIGHT	1,500	33	71	(1,429)	5%
17 INSURANCE (Liability, Property and Casualty)	17,396	-	16,064	(1,332)	92%
18 PRINTING & BINDING	1,500	-	-	(1,500)	0%
19 LEGAL ADVERTISING	1,200	61	61	(1,139)	5%
20 MISC. (BANK FEES, BROCHURES & MISC)	1,500	60	493	(1,007)	33%
21 WEBSITE HOSTING & MANAGEMENT	2,115	50	1,665	(450)	79%
22 EMAIL HOSTING	1,500	-	-	(1,500)	0%
23 OFFICE SUPPLIES	200	-	199	(1)	99%
24 ANNUAL DISTRICT FILING FEE	175	-	175	-	100%
25 ALLOCATION OF HOA SHARED EXPENDITURES	27,081	3,684	7,791	(19,290)	29%
26 TRUSTEE FEE	4,041	-	-	(4,041)	0%
27 SERIES 2018 BANK LOAN	329,422	-	-	(329,422)	0%
28 SERIES 2021 BANK LOAN	17,170	-	-	(17,170)	0%
29 RESTAURANT EXPENSES	50,644	6,229	13,159	(37,485)	26%
30 STATE SALES TAX	4,314	-	-	(4,314)	0%
31 TOTAL ADMINISTRATIVE	591,532	18,964	72,483	(519,049)	12%

Heritage Harbor CDD
General Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
32 FIELD OPERATIONS					
33 PAYROLL	55,406	2,388	19,718	(35,688)	36%
34 FICA, TAXES & PAYROLL FEES	14,960	199	2,229	(12,731)	15%
35 LIFE AND HEALTH INSURANCE	8,311	-	2,029	(6,282)	24%
36 CONTRACT- GUARD SERVICES	60,000	2,912	14,731	(45,269)	25%
37 CONTRACT-FOUNTAIN	-	-	-	-	
38 CONTRACT-LANDSCAPE	150,480	12,440	37,320	(113,160)	25%
39 CONTRACT-LAKE	36,000	2,978	8,933	(27,067)	25%
40 CONTRACT-GATES	51,889	4,249	12,625	(39,264)	24%
41 GATE - COMMUNICATIONS - TELEPHONE	4,440	298	1,344	(3,096)	30%
42 UTILITY-GENERAL	80,500	6,210	21,676	(58,824)	27%
43 R&M-GENERAL	3,000	125	317	(2,683)	11%
44 R&M-GATE	3,000	215	215	(2,785)	7%
45 R&M-OTHER LANDSCAPE	25,000	18,770	20,682	(4,318)	83%
46 R&M-IRRIGATION	3,500	1,520	1,918	(1,582)	55%
47 R&M-LAKE	-	-	-	-	
48 R&M-MITIGATION	-	-	-	-	
49 R&M-TREES AND TRIMMING	7,500	-	-	(7,500)	0%
50 R&M-PARKS & FACILITIES	1,000	-	-	(1,000)	0%
51 MISC-HOLIDAY DÉCOR	8,500	-	-	(8,500)	0%
52 MISC-CONTINGENCY	29,600	-	2,300	(27,300)	8%
53 CAPITAL OUTLAY (Moved to Capital Reserve Fund-CRF)	-	-	-	-	
54 TOTAL FIELD OPERATIONS	543,086	52,304	146,038	(397,048)	27%
55 TOTAL EXPENDITURES	1,134,618	71,268	218,521	(916,097)	19%
56 EXCESS OF REVENUE OVER (UNDER) EXPEND.	-	661,135	774,376	774,376	

Heritage Harbor CDD

General Fund

Statement of Revenue, Expenses, and Change in Fund Balance

For the period from October 1, 2022 to December 31, 2022

	<u>FY 2023 Adopted Budget</u>	<u>FY 2023 Month of December</u>	<u>FY 2023 Total Actual Year-to-Date</u>	<u>VARIANCE Over (Under) to Budget</u>	<u>% Actual YTD / FY Budget</u>
57 OTHER FINANCING SOURCES & USES					
58 TRANSFERS IN	-	-	-	-	
59 TRANSFERS OUT	(304,133)	-	(5,333)	298,800	
60 TOTAL OTHER FINANCING RESOURCES & USES	<u>(304,133)</u>	<u>-</u>	<u>(5,333)</u>	<u>298,800</u>	
61 FUND BALANCE - BEGINNING - UNAUDITED	793,887		799,011	5,124	
62 NET CHANGE IN FUND BALANCE	(304,133)	661,135	769,042	1,073,175	
63 FUND BALANCE - ENDING - PROJECTED	<u>489,754</u>		<u>1,568,053</u>	<u>1,078,299</u>	
64 ANALYSIS OF FUND BALANCE					
65 NON SPENDABLE DEPOSITS					
66 PREPAID & DEPOSITS	6,834		6,834		
67 CAPITAL RESERVES	-		-		
68 OPERATING CAPITAL	188,936		188,936		
69 UNASSIGNED	293,984		1,372,283		
70 TOTAL FUND BALANCE	<u>\$ 489,754</u>		<u>\$ 1,568,053</u>		

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
1 REVENUE					
2 GOLF COURSE REVENUE					
3 GREEN FEES	\$ 1,013,175	\$ 109,203	\$ 297,409	\$ (715,766)	29%
4 CLUB RENTALS	62,500	6,986	20,155	(42,345)	32%
5 HANDICAPS	1,000	-	-	(1,000)	0%
6 INTEREST	100	-	-	(100)	0%
7 TOTAL GOLF COURSE REVENUE	1,076,775	116,189	317,564	(759,211)	29%
8 PRO SHOP REVENUE					
9 CLUB RENTALS	1,000	210	690	(310)	69%
10 GOLF BALL SALES	22,800	3,101	9,122	(13,678)	40%
11 GLOVES SALES	6,000	802	2,851	(3,149)	48%
12 HEADWEAR SALES	3,000	194	669	(2,331)	22%
13 LADIES' WEAR SALES	100	25	25	(75)	25%
14 MEN'S WEAR SALES	1,500	160	370	(1,130)	25%
15 MISC./CONCESSION SALES	2,000	1,951	5,572	3,572	279%
16 TOTAL PRO SHOP REVENUE	36,400	6,442	19,299	(17,101)	53%
17 TOTAL OPERATING REVENUE	1,113,175	122,631	336,863	(776,312)	30%
18 COST OF GOODS SOLD					
19 GOLF BALL	12,500	-	5,411	(7,089)	43%
20 GLOVES	3,500	-	1,307	(2,193)	37%
21 HEADWEAR	1,300	-	1,521	221	117%
22 LADIES' WEAR	50	-	-	(50)	0%
23 MEN'S WEAR	1,000	-	-	(1,000)	0%
24 MISC./CONCESSION	1,000	917	2,620	1,620	262%
25 TOTAL COST OF GOODS SOLD	19,350	917	10,859	(8,491)	56%
26 GROSS PROFIT	\$ 1,093,825	\$ 121,715	\$ 326,004	\$ (767,821)	30%

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
27 EXPENSES					
28 GOLF COURSE					
29 PAYROLL-HOURLY	\$ 297,825	\$ 33,873	\$ 91,295	\$ (206,530)	31%
30 INCENTIVE	5,000	-	-	(5,000)	0%
31 FICA TAXES & ADMINISTRATIVE	44,674	3,951	10,656	(34,018)	24%
32 LIFE AND HEALTH INSURANCE	31,680	2,992	9,202	(22,478)	29%
33 ACCOUNTING SERVICES	4,880	407	1,220	(3,660)	25%
34 CONTRACTS-SECURITY ALARMS	800	-	60	(740)	7%
35 COMMUNICATION-TELEPHONE	3,600	286	816	(2,784)	23%
36 POSTAGE AND FREIGHT	200	-	-	(200)	0%
37 ELECTRICITY	20,141	1,085	2,768	(17,373)	14%
38 UTILITY-REFUSE REMOVAL - MAINTENANCE	6,235	1,107	1,660	(4,575)	27%
39 UTILITY-WATER AND SEWER	7,616	823	2,217	(5,399)	29%
40 RENTAL/LEASE - VEHICLE/EQUIP	34,996	4,142	10,445	(24,551)	30%
41 LEASE - ICE MACHINES	1,500	125	375	(1,125)	25%
42 INSURANCE-PROPERTY and GENERAL LIABILITY	52,568	-	50,996	(1,573)	97%
43 R&M-BUILDINGS	500	289	378	(122)	76%
44 R&M-EQUIPMENT	17,000	1,585	5,801	(11,199)	34%
45 R&M-FERTILIZER	42,000	-	882	(41,118)	2%
46 R&M-IRRIGATION	5,000	-	354	(4,646)	7%
47 R&M-GOLF COURSE	4,000	70	755	(3,245)	19%
48 R&M-PUMPS	11,000	-	-	(11,000)	0%
49 MISC-PROPERTY TAXES	2,100	-	-	(2,100)	0%
50 MISC-LICENSES AND PERMITS	600	-	180	(420)	30%
51 OP SUPPLIES - GENERAL	7,000	111	864	(6,136)	12%
52 OP SUPPLIES - FUEL / OIL	25,000	824	4,047	(20,953)	16%
53 OP SUPPLIES - CHEMICALS	33,000	904	5,355	(27,645)	16%
54 OP SUPPLIES - HAND TOOLS	1,750	-	-	(1,750)	0%
55 SUPPLIES - SAND	3,000	-	-	(3,000)	0%
56 SUPPLIES - TOP DRESSING	3,400	366	366	(3,034)	11%
57 SUPPLIES - SEEDS	6,500	-	-	(6,500)	0%
58 ALLOCATION OF HOA SHARED EXPENDITURES	969	108	222	(747)	23%
59 RESERVE	12,000	-	-	(12,000)	0%
60 TOTAL GOLF COURSE	686,534	53,049	200,913	(485,621)	29%

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
61 PRO SHOP					
62 PAYROLL- HOURLY	181,993	14,487	43,252	(138,741)	24%
63 BONUS	2,500	1,200	1,525	(975)	61%
64 FICA TAXES & ADMINISTRATIVE	27,299	3,434	10,519	(16,780)	39%
65 LIFE AND HEALTH INSURANCE	18,700	1,010	3,029	(15,671)	16%
66 ACCOUNTING SERVICES	4,880	407	1,220	(3,660)	25%
67 CONTRACT-SECURITY ALARMS	2,157	-	120	(2,037)	6%
68 POSTAGE AND FREIGHT	250	-	-	(250)	0%
69 ELECTRICITY	9,660	680	1,932	(7,728)	20%
70 LEASE-CARTS	92,669	7,722	23,167	(69,502)	25%
71 R&M-GENERAL	3,000	438	1,702	(1,298)	57%
72 R&M-RANGE	8,000	2,295	8,775	775	110%
73 ADVERTISING	7,500	200	1,200	(6,300)	16%
74 MISC-BANK CHARGES	26,000	2,451	6,959	(19,041)	27%
75 MISC-CABLE TV EXPENSES	1,680	-	110	(1,570)	7%
76 MISC-PROPERTY TAXES	5,500	-	-	(5,500)	0%
77 MISC-HANDICAP FEES	500	-	-	(500)	0%
78 OFFICE SUPPLIES	1,200	-	-	(1,200)	0%
79 COMPUTER EXPENSE	2,000	-	425	(1,575)	21%
80 OP SUPPLIES - GENERAL	2,000	174	174	(1,826)	9%
81 SUPPLIES - SCORECARDS	1,000	-	-	(1,000)	0%
82 CONTINGENCY	2,000	10	30	(1,970)	2%
83 ALLOCATION OF HOA SHARED EXPENDITURES	6,804	1,011	2,452	(4,352)	36%
84 TOTAL PRO SHOP	407,291	35,519	106,591	(300,700)	26%
85 TOTAL EXPENSES	1,093,825	88,568	307,504	(786,321)	28%
86 EXCESS OF PROFIT OVER (UNDER) EXPEND.	-	33,147	18,500	18,500	

Heritage Harbor CDD
Golf Course & Pro Shop Enterprise Fund
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Month of December	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget	% Actual YTD / FY Budget
87 OTHER FINANCING SOURCES & USES					
88 TRANSFERS IN	-	-	-	-	
89 TRANSFERS OUT	-	-	-	-	
90 TOTAL OTHER FINANCING RESOURCES & USES	-	-	-	-	
91 FUND BALANCE - BEGINNING - UNAUDITED	467,685		650,500	182,815	
92 NET CHANGE IN FUND BALANCE	-	33,147	18,500	18,500	
93 FUND BALANCE - ENDING - PROJECTED	467,685		669,000	201,316	
94 ANALYSIS OF FUND BALANCE					
95 ASSIGNED					
96 NONSPENDABLE DEPOSITS	11,571		12,226		
97 CAPITAL RESERVES	275,000		275,000		
98 OPERATING CAPITAL	82,304		82,304		
99 UNASSIGNED	98,810		299,470		
100 TOTAL FUND BALANCE	\$ 467,685		\$ 669,000		

Heritage Harbor CDD
Capital Reserve Fund (CRF)
Statement of Revenue, Expenditures, and Changes in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Total Actual Year-to-Date	VARIANCE Over (Under) to Budget
1 REVENUE			
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 113,700	\$ 103,527	\$ (10,173)
3 INTEREST & MISCELLANEOUS	100	-	(100)
4 TOTAL REVENUE	113,800	103,527	(10,273)
5 EXPENDITURES			
6 HOA RESERVE CONTRIBUTION	29,700	5,475	(24,225)
7 SITE RESERVE CONTRIBUTION	44,000	-	(44,000)
8 CAPITAL IMPROVEMENT PLAN	40,000	-	(40,000)
9 TOTAL EXPENDITURES	113,700	5,475	(108,225)
10 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	100	98,052	97,952
11 OTHER FINANCING SOURCES & USES			
12 TRANSFERS IN	304,133	-	(304,133)
13 TRANSFERS OUT	-	-	-
14 TOTAL OTHER FINANCING SOURCES & USES	304,133	-	(304,133)
15 FUND BALANCE - BEGINNING	-	-	-
16 NET CHANGE IN FUND BALANCE	304,233	98,052	(206,181)
17 FUND BALANCE - ENDING	\$ 304,233	\$ 98,052	\$ (206,181)

Heritage Harbor CDD
Debt Service Series 2018
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ -	\$ -
3 INTEREST REVENUE	-	703
4 MISC REVENUE	-	-
5 TOTAL REVENUE	-	703
6 EXPENDITURES		
7 INTEREST EXPENSE		
8 November 1, 2022	-	6,218
9 May 1, 2023	-	-
10 November 1, 2023	-	-
11 PRINCIPAL RETIREMENT		
12 May 1, 2023	-	-
13 TOTAL EXPENDITURES	-	6,218
14 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(5,514)
15 OTHER FINANCING SOURCES (USES)		
16 TRANSFERS IN	-	-
17 TRANSFERS OUT	-	-
18 TOTAL OTHER FINANCING SOURCES (USES)	-	-
19 FUND BALANCE - BEGINNING	110,486	110,486
20 NET CHANGE IN FUND BALANCE	-	(5,514)
21 FUND BALANCE - ENDING	\$ 110,486	\$ 104,972

Heritage Harbor CDD
Debt Service Series 2021
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ -	\$ -
3 INTEREST REVENUE	-	2
4 MISC REVENUE	-	-
5 TOTAL REVENUE	-	2
6 EXPENDITURES		
7 INTEREST EXPENSE		
8 November 1, 2022	-	5,333
9 May 1, 2023	-	-
10 November 1, 2023	-	-
11 PRINCIPAL RETIREMENT		
12 May 1, 2023	-	-
13 TOTAL EXPENDITURES	-	5,333
14 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(5,331)
15 OTHER FINANCING SOURCES (USES)		
16 TRANSFERS IN	-	5,333
17 TRANSFERS OUT	-	-
18 TOTAL OTHER FINANCING SOURCES (USES)	-	5,333
19 FUND BALANCE - BEGINNING	-	-
20 NET CHANGE IN FUND BALANCE	-	2
21 FUND BALANCE - ENDING	\$ -	\$ 2

Heritage Harbor CDD
Acquisition & Construction Fund 2018
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 INTEREST REVENUE	\$ -	\$ 541
3 MISCELLANEOUS	-	-
4 TOTAL REVENUE	-	541
5 EXPENDITURES		
6 CONSTRUCTION IN PROGRESS	-	36,363
7 TOTAL EXPENDITURES	-	36,363
8 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(35,823)
9 OTHER FINANCING SOURCES (USES)		
10 TRANSFERS IN	-	-
11 TRANSFERS OUT	-	(40,325)
12 TOTAL OTHER FINANCING SOURCES (USES)	-	(40,325)
13 FUND BALANCE - BEGINNING	104,118	104,118
14 NET CHANGE IN FUND BALANCE	-	(76,148)
15 FUND BALANCE - ENDING	\$ 104,118	\$ 27,970

Heritage Harbor CDD
Acquisition & Construction Fund 2021
Statement of Revenue, Expenses, and Change in Fund Balance
For the period from October 1, 2022 to December 31, 2022

	FY 2023 Adopted Budget	FY 2023 Actual Year-to-Date
1 REVENUE		
2 INTEREST REVENUE	\$ -	\$ -
3 MISCELLANEOUS	-	-
4 TOTAL REVENUE	-	-
5 EXPENDITURES		
6 CONSTRUCTION IN PROGRESS	-	58,900
7 TOTAL EXPENDITURES	-	58,900
8 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	(58,900)
9 OTHER FINANCING SOURCES (USES)		
10 TRANSFERS IN	-	40,325
11 TRANSFERS OUT	-	-
12 TOTAL OTHER FINANCING SOURCES (USES)	-	40,325
13 FUND BALANCE - BEGINNING		193,446
14 NET CHANGE IN FUND BALANCE	-	(18,575)
15 FUND BALANCE - ENDING	\$ -	\$ 174,871

EXHIBIT 5



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Workers Compensation

Heritage Harbor Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

Quotation being provided for:

Heritage Harbor Community Development District
19502 Heritage Harbor Parkway
Lutz, FL 33558

Term: January 15, 2023 to October 1, 2023
Coverage Provided by: Florida Insurance Alliance
Quote Number: WC100122741

TYPE OF INSURANCE

Part A	Workers Compensation <ul style="list-style-type: none">• Benefits: FL Statutory (Medical, Disability, Death)
Part B	Employers Liability: <ul style="list-style-type: none">• \$1,000,000- Each Accident• \$1,000,000- Disease- Policy Limit• \$1,000,000- Disease- Each Employee

Class Code	Description	Payroll	Rate	Premium
9015	Building or Property Management--All Other Employees	\$15,600	3.30	\$514.80
Total Manual Premium				\$514.80
Increased ELL 1M/1M/1M				\$120.00
				\$634.80
Workplace Safety Credit – 2%				\$0.00
Drug Free Workplace Credit – 5%				\$0.00
Experience Modification				1.000000
Standard Premium				\$634.80
Expense Constant				\$160.00
Terrorism				\$1.56
Policy Total				\$604.00

Additional terms and conditions, including but not limited to:

1. Please review the quote carefully, as coverage terms and conditions may not encompass all requested coverages.
2. The Coverage Agreement premium shall be pro-rated as of the first day of coverage from the minimum policy premium.
3. Down payment is due at inception.
4. The Trust requires that the Member maintains valid and current certificates of workers' compensation insurance on all work performed by persons other than its employees.
5. If NCCI re-promulgates a mod, we will honor the mod as promulgated. If the mod changes during the fund year, we reserve the right to apply a correct mod back to the inception date of the Coverage Agreement.
6. Safety and Drug Free program credits (if applicable) are subject to program requirements.
7. Payrolls are subject to final audit.
8. Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.

PRODUCER	PHONE (A/C, No, Ext): (321) 233-9939 FAX (A/C, No):	COMPANY FIA WC	UNDERWRITER
Egis Insurance & Risk Advisors 250 International Parkway Suite 260 Lake Mary FL 32746		APPLICANT NAME - INCLUDE ALL SUBSIDIARIES & DBA'S TO BE INCLUDED IN COVERAGE, ALONG WITH THEIR FEIN Heritage Harbor Community Development District	
		MAILING ADDRESS (INCLUDING ZIP CODE) - INCLUDE PRINCIPAL PHYSICAL LOCATION AND ALL INSURED ENTITIES c/o Development Planning & Financing Group Lake Mary FL 32746	CHECK HERE IF LIST OF ADDITIONAL LOCATIONS ATTACHED 250 International Parkway, Suite 280 FL 32746
LICENSE #:	YRS IN BUS	SIC CODE	INDIVIDUAL CORPORATION OTHER:
CODE:	26		PARTNERSHIP SUBCHAPTER "S" CORP
AGENCY CUSTOMER ID 00000884	FEDERAL EMPLOYER ID NUMBER 650799519	NCCI ID NUMBER	OTHER RATING BUREAU ID NUMBER

STATUS OF SUBMISSION		BILLING / AUDIT INFORMATION			
<input checked="" type="checkbox"/> QUOTE	<input type="checkbox"/> ISSUE POLICY	BILLING PLAN	PAYMENT PLAN	AUDIT	
		<input checked="" type="checkbox"/> AGENCY BILL	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> PREM FINANCED	<input type="checkbox"/> AT EXPIRATION
		<input type="checkbox"/> DIRECT BILL	<input type="checkbox"/> SEMI-ANNUAL	<input type="checkbox"/> OTHER:	<input type="checkbox"/> MONTHLY
			<input type="checkbox"/> QUARTERLY	% DOWN:	<input type="checkbox"/> OTHER:
				<input type="checkbox"/> QUARTERLY	

LOCATIONS - LIST ALL PHYSICAL LOCATIONS, INCLUDING OTHER STATES, WHETHER COVERAGE IS REQUESTED OR NOT. IF APPLICANT IS A PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY, LIST ALL CLIENT COMPANIES AND THEIR LOCATIONS

#	STREET, CITY, COUNTY, STATE, ZIP CODE
1	19502 Heritage Harbor Pkwy Lutz Hillsborough FL 33558

PROPOSED EFF DATE 01/15/2023	PROPOSED EXP DATE 10/01/2023	NORMAL ANNIVERSARY RATING DATE	PARTICIPATING NON-PARTICIPATING	RETRO PLAN
PART 1 - WORKERS COMPENSATION (States) FL	PART 2 - EMPLOYER'S LIABILITY \$ 1,000,000 EACH ACCIDENT \$ 1,000,000 DISEASE - POLICY LIMIT \$ 1,000,000 DISEASE - EACH EMPLOYEE	PART 3 - OTHER STATES INS	DEDUCTIBLE COINSURANCE LIMIT	OTHER COVERAGES <input type="checkbox"/> U.S.L. & H. <input type="checkbox"/> VOLUNTARY COMPENSATION <input checked="" type="checkbox"/> Add'l for policy minimum
DIVIDEND PLAN / SAFETY GROUP	ADDITIONAL COMPANY INFORMATION			

RATING INFORMATION			CHECK HERE IF LIST OF ADDITIONAL CLASS CODES ATTACHED					
LOC	CLASS CODE	COMPANY USE	CATEGORIES, DUTIES, CLASSIFICATIONS	# OF EMPLOYEES	ACTUAL REMUNERATION PAST 12 MONTHS	ESTIMATED REMUNERATION FOR NEXT POLICY PERIOD	RATE	ESTIMATED ANNUAL PREMIUM
1	9015		Building or Property Management - All other employees			15,600	3.30000	\$514.80

SPECIFY ADDITIONAL COVERAGES / ENDORSEMENTS		FACTOR	FACTORED PREMIUM
TOTAL			\$ 514.80
Add'l for policy minimum		0.00000	\$ 515.25
Terrorism Per Capita		0.00000	\$ 1.56
EXPERIENCE MODIFICATION		1.00000	\$
MODIFIED PREMIUM			\$
PREMIUM DISCOUNT			\$
EXPENSE CONSTANT		N/A	\$ 160.00
TOTAL ESTIMATED ANNUAL PREMIUM			\$ 604.00
MINIMUM PREMIUM			\$
		DEPOSIT PREMIUM	\$

INDIVIDUALS INCLUDED / EXCLUDED

PARTNERS, OFFICERS, OWNERS TO BE INCLUDED OR EXCLUDED. (REMUNERATION TO BE INCLUDED MUST BE PART OF RATING INFORMATION SECTION.) ATTACH LIST OF ADDITIONS/EXEMPTIONS, IF ANY. PROVIDE COPIES OF EVIDENCE OF EXCLUSIONS/INCLUSIONS. DISCLOSURES OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, ATTACH A COPY OF EXEMPTION OR INCLUSION FORM FILED WITH THE STATE OF FLORIDA.

#	NAME	DATE OF BIRTH	SOCIAL SECURITY #	TITLE / RELATIONSHIP	OWNR-SHP %	DUTIES	INC / EXC	CLASS CODE	REMUNERATION
1									
2									
3									

PRIOR CARRIER INFORMATION / LOSS HISTORY

PROVIDE INFORMATION FOR THE PAST 5 YEARS AND USE THE REMARKS SECTION FOR LOSS DETAILS

YEAR	CARRIER & POLICY NUMBER	ACTUAL/AUDITED PREMIUM	MOD	# CLAIMS	AMOUNT PAID	RESERVE
	CO:					
	POL #:					
	CO:					
	POL #:					
	CO:					
	POL #:					
	CO:					
	POL #:					
	CO:					
	POL #:					

LOSS RUN ATTACHED

NATURE OF BUSINESS / DESCRIPTION OF OPERATIONS

GIVE COMMENTS AND DESCRIPTIONS OF ALL BUSINESSES, OPERATIONS AND PRODUCTS (INCLUDING OTHER STATES): MANUFACTURING - RAW MATERIALS, PROCESSES, PRODUCT, EQUIPMENT; CONTRACTOR - TYPE OF WORK, SUB-CONTRACTS; MERCANTILE - MERCHANDISE, CUSTOMERS, DELIVERIES; SERVICE - TYPE, LOCATION; FARM - ACREAGE, ANIMALS, MACHINERY, SUB-CONTRACTS. IF CONTRACTOR, PROVIDE LICENSE NUMBER.

PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY TEMPORARY EMPLOYMENT SERVICE

CDD

EMPLOYEES - ATTACH A LIST OF ADDITIONAL EMPLOYEE NAMES

NAME	CLASS CODE	SOCIAL SECURITY #	NAME	CLASS CODE	SOCIAL SECURITY #

ATTACH THE LAST FOUR (4) EMPLOYERS QUARTERLY REPORTS OR IRS FORM 941. PLEASE EXPLAIN IF THE EMPLOYERS QUARTERLY REPORTS OR 941 IS NOT AVAILABLE. DISCLOSURE OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, THE LATEST EMPLOYERS QUARTERLY REPORT WITH CLASS CODES ADDED CAN BE USED IN LIEU OF A SEPARATE LISTING OF EMPLOYEE NAMES, SOCIAL SECURITY NUMBER AND CLASS CODE. ANY EMPLOYEES NOT ON THE EMPLOYERS QUARTERLY REPORT SHOULD BE SHOWN SEPARATELY.

GENERAL INFORMATION

EXPLAIN ALL "YES" RESPONSES	YES	NO	EXPLAIN ALL "YES" RESPONSES	YES	NO
1. DOES APPLICANT OWN, OPERATE OR LEASE AIRCRAFT / WATERCRAFT?			16. ARE PHYSICALS REQUIRED AFTER OFFERS OF EMPLOYMENT ARE MADE?		
2. DO / HAVE PAST, PRESENT OR DISCONTINUED OPERATIONS INVOLVE(D) STORING, TREATING, DISCHARGING, APPLYING, DISPOSING, OR TRANSPORTING OF HAZARDOUS MATERIAL? (e.g. landfills, wastes, fuel tanks, etc)			17. ANY OTHER INSURANCE WITH THIS INSURER?		
3. ANY WORK PERFORMED UNDERGROUND OR ABOVE 15 FEET?			18. ANY PRIOR COVERAGE DECLINED / CANCELLED / NON-RENEWED (Last 3 years)?		
4. ANY WORK PERFORMED ON BARGES, VESSELS, DOCKS, BRIDGE OVER WATER?			19. ARE EMPLOYEE HEALTH PLANS PROVIDED?		
5. IS APPLICANT ENGAGED IN ANY OTHER TYPE OF BUSINESS?			20. IS THERE A LABOR INTERCHANGE WITH ANY OTHER BUSINESS / SUBSIDIARY?		
6. ARE SUB-CONTRACTORS AND/OR INDEPENDENT CONTRACTORS USED?			21. DO YOU LEASE EMPLOYEES TO OR FROM OTHER EMPLOYERS?		
7. ANY WORK SUBLET WITHOUT CERTIFICATES OF INS.?			22. DO ANY EMPLOYEES PREDOMINANTLY WORK AT HOME?		
8. IS A FORMAL SAFETY PROGRAM IN OPERATION?			23. WHAT ARE YOUR ESTIMATED ANNUAL REVENUES? \$		
9. ANY GROUP TRANSPORTATION PROVIDED?			24. IS THERE ANY CURRENT OR ANTICIPATED DEBT FOR UNPAID PREMIUMS OWED TO ANY PREVIOUS WORKERS' COMPENSATION PROVIDER?		
10. ANY EMPLOYEES UNDER 16 OR OVER 60 YEARS OF AGE?			CONTACT INFORMATION		
11. ANY PART TIME OR SEASONAL EMPLOYEES?			IN-SPECTION	PHONE: (321)263-0132 x4205	
12. IS THERE ANY VOLUNTEER OR DONATED LABOR?				NAME: Patricia Comings-Thibault	
13. ANY EMPLOYEES WITH PHYSICAL HANDICAPS?			ACCTNG RECORD	PHONE: (321)263-0132 x4205	
14. DO EMPLOYEES TRAVEL OUT OF STATE?				NAME: Patricia Comings-Thibault	
15. ARE ATHLETIC TEAMS SPONSORED?			CLAIMS INFO	PHONE: (321)263-0132 x4205	
				NAME: Patricia Comings-Thibault	

REMARKS

THE FILING OF AN APPLICATION CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION PROVIDED WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS' COMPENSATION COVERAGE IS A FELONY OF THE THIRD DEGREE, PUNISHABLE AS PROVIDED IN S. 775.082, S. 775.083, OR S. 775.084.

I UNDERSTAND THAT AS THE EMPLOYER, I MUST UPDATE THE APPLICATION MONTHLY TO REFLECT ANY CHANGE IN THE REQUIRED APPLICATION INFORMATION; (THE FLORIDA WORKERS COMPENSATION CHANGE SHEET WILL BE USED FOR THIS PURPOSE.)

IF I FILE AN APPLICATION OR APPLICATION UPDATE CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS COMPENSATION COVERAGE IT IS A FELONY OF THE THIRD DEGREE OR AS OTHERWISE PUNISHABLE AS PROVIDED UNDER THE LAW.

I SHALL SUBMIT TO THE CARRIER, A COPY OF THE EMPLOYERS QUARTERLY REPORT AND SELF-AUDITS SUPPORTED BY THE EMPLOYERS QUARTERLY REPORT, AS REQUIRED BY CHAPTER 443, AT THE END OF EACH QUARTER. IF I OMIT THE NAME OF AN EMPLOYEE FROM THIS EMPLOYERS QUARTERLY REPORT, FLORIDA STATUTES STATE THAT I WILL REMAIN LIABLE AND WILL REIMBURSE THE CARRIER FOR ANY WORKERS COMPENSATION BENEFITS PAID TO THIS OMITTED EMPLOYEE;

I AGREE TO MAKE AVAILABLE, ALL RECORDS NECESSARY FOR THE PAYROLL VERIFICATION AUDIT AND PERMIT THE AUDITOR TO MAKE A PHYSICAL INSPECTION OF OUR OPERATIONS. I UNDERSTAND FAILURE TO DO THIS SHALL RESULT IN A \$500 PAYMENT TO THE CARRIER TO DEFRAY THE COST OF THE AUDITS;

THAT, IN ACCORDANCE WITH FLORIDA STATUTES 440.381(6), IF I (WE) UNDERSTATE OR CONCEAL PAYROLL, OR MISREPRESENT OR CONCEAL EMPLOYEE DUTIES SO AS TO AVOID PROPER CLASSIFICATION FOR PREMIUM CALCULATIONS, OR MISREPRESENT OR CONCEAL INFORMATION PERTINENT TO THE COMPUTATION AND APPLICATION OF AN EXPERIENCE RATING MODIFICATION FACTOR, I (WE) SHALL PAY A PENALTY OF TEN (10) TIMES THE AMOUNT OF THE DIFFERENCE IN PREMIUM PAID AND THE AMOUNT I (WE) SHOULD HAVE PAID, AND REASONABLE ATTORNEY'S FEES.

FORMER NAMES AND OWNERS

FOR THE LAST 5 YEARS, LIST THE CURRENT BUSINESS NAME AND ANY FORMER NAMES OR PREDECESSOR COMPANIES FOR ALL COMPANIES TO BE COVERED BY THE POLICY. INCLUDE THE FEIN FOR EACH COMPANY.

FOR EACH COVERED COMPANY, LIST ANY CURRENT OWNER WHO HAS MORE THAN 5% OWNERSHIP INTEREST. FOR EACH COVERED COMPANY OR PREDECESSOR COMPANY, LIST ANY OWNER WHO HAD MORE THAN 5% OWNERSHIP INTEREST IN THE LAST 5 YEARS.

OWNERSHIP / COMBINABILITY

DOES THIS BUSINESS OR ANY OF THE OWNERS OF THIS BUSINESS, EITHER INDIVIDUALLY OR IN COMBINATION WITH OTHER OWNERS OF THIS BUSINESS, OWN MORE THAN 50% OF ANY OTHER BUSINESS, WHICH OPERATED AT ANY TIME DURING THE FIVE YEARS PRIOR TO THIS APPLICATION?

YES NO

OR, DOES THIS BUSINESS OWN A MAJORITY INTEREST IN ANOTHER ENTITY, WHICH IN TURN OWNS A MAJORITY INTEREST IN ANY ENTITY THAT OPERATED AT ANY TIME IN THE FIVE YEARS PRIOR TO THIS APPLICATION?

YES NO

IF THE ANSWER TO EITHER OF THE ABOVE QUESTIONS IS YES, COMPLETE THE FOLLOWING SUPPLEMENTAL OWNERSHIP / COMBINABILITY QUESTIONS:

1. IDENTIFY BY NAME, ADDRESS, AND FEIN EACH BUSINESS WHICH IS RELATED BY COMMON OWNERSHIP TO THE APPLICANT BUSINESS.
2. SET FORTH THE DATES EACH BUSINESS WAS IN OPERATION, THE INSURANCE COMPANY THAT PROVIDED WORKERS' COMPENSATION INSURANCE, THE POLICY NUMBER AND THE EXPERIENCE MODIFICATION FACTOR APPLIED TO EACH SUCH POLICY.
3. IF THE POLICY WAS WRITTEN WITHOUT AN EXPERIENCE MODIFICATION FACTOR, PLEASE STATE.

THE APPLICANT HEREBY AUTHORIZES AND REQUESTS EACH RATING ORGANIZATION WITH EXPERIENCE RATING INFORMATION RELATED TO THE APPLICANT AND THE BUSINESS SET FORTH ABOVE TO RELEASE SUCH INFORMATION TO THE INSURER, FWCJUA, OR OTHER RATING ORGANIZATION SO THAT THE CORRECT EXPERIENCE MODIFICATION FACTOR CAN BE DETERMINED.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENTS AND PERSONALLY SWEAR THAT THE INFORMATION CONTAINED IN THE APPLICATION IS ACCURATE. THAT I, AS AN OWNER / OFFICER, AM FULLY AUTHORIZED TO SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT AND TO BIND THE APPLICATION.

AS AGENT / PRODUCER I HEREBY ATTEST THAT I HAVE GIVEN THE APPLICANT/SIGNATORY THE OPPORTUNITY TO READ THE APPLICATION AND I HAVE EXPLAINED ANY AND ALL QUESTIONS REGARDING THE APPLICATION. I ALSO ATTEST THAT I HAVE EXPLAINED TO THE EMPLOYER OR OFFICER THE CLASSIFICATION CODES THAT ARE USED FOR PREMIUM CALCULATIONS PURSUANT TO SECTION 440.381 (2), FLORIDA STATUTES.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

OWNER / OFFICER SIGNATURE

DATE

PRODUCER'S SIGNATURE

DATE

PRINT NAME



01/13/2023

EXHIBIT 6

HERITAGE HARBOR GOLF & COUNTRY CLUB COMMUNITY ASSOCIATION
DESIGN REVIEW BOARD (DRB) APPLICATION
19502 HERITAGE HARBOR PARKWAY, LUTZ FLORIDA 33558 * (813) 949-6841

Date Check Received _____
Check No. _____
Date Check Returned _____

- * DRB Meetings are usually held the 2nd Tuesday of each month (subject to change).
- * APPLICATIONS MUST BE RECEIVED BY THE 1ST OF EACH MONTH.
- * A \$50.00 application fee shall apply to all applications. NO applications will be considered for review without a check attached.
- * The \$50.00 fee will be returned if project does not commence prior to receiving written approval from the DRB.

APPLICATION DATE: 01/06/2023 DATE RECEIVED BY DRB: _____

Is this application a resubmission of a previous application? Yes No (Circle One)

The undersigned owner seeks approval from the Heritage Harbor Design Review Board ("DRB") as follows (circle all that apply):

Pool/Spa Screen Enclosure Fence Landscaping Other

Narrative Description of Additions/Alterations: We apply to cut one oak tree on the right side of our back yard. It caused the floor of our back yard to crack (pls see the pic.). In the past year the crack have become wider and deeper so it is urgent to cut the tree right now.

(Continue on Additional Sheet if Necessary)

*****COPY OF OFFICIAL LOT SURVEY SHOWING THE LOCATION OF THE IMPROVEMENT MUST BE SUBMITTED WITH THE APPLICATION OR IT WILL NOT BE REVIEWED.*****

Also included (circle all that apply):

Specifications for Alterations Color Swatches Material Sample Brochures Photographs Drawings

The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules and regulations, code, and ordinance; including, without limitation, zoning ordinances, subdivision regulations, and building codes. The DRB shall have no liability obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances.

I WILL NOTIFY THE DRB IN WRITING WITHIN 30 DAYS OF COMPLETION OF THE PROJECT BY PROVIDING A NOTICE OF COMPLETION FORM.

PRINTED NAME OF OWNER: Zhisong Tong / Jing Lei
ADDRESS: 4306 Harborwatch Ln, Lutz FL 33558
PHONE NUMBER: 858 7294134

ACTION OF THE DRB

RECOMMEND APPROVAL RECOMMEND DISAPPROVAL DATE: 11 Jan 2023

COMMENTS/CONDITIONS: as tree is outside of your property line, please resubmit to the CDD (who governs common spaces)

DRB CHAIRPERSON SIGNATURE: [Signature]

THIS APPROVAL IS GOOD FOR ONLY 6 MONTHS AFTER THE DATE OF APPROVAL AFTER WHICH TIME YOU WILL NEED TO RESUBMIT FOR APPROVAL. (Revised August 2017)

BOUNDARY SURVEY
HILLSBOROUGH COUNTY



LINE TABLE:
 L1 N 17°03'48" W 25.00' (P)
 N 16°48'26" W 25.07' (M)

Oak tree

SURVEYOR'S NOTES:
 EASEMENTS, IF SHOWN, ARE BY FLAT OR DEED UNLESS OTHERWISE NOTED.

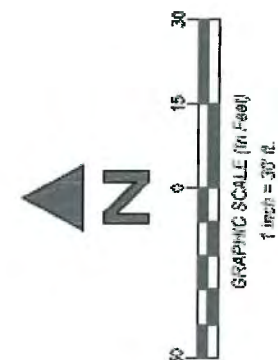






EXHIBIT 7

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Lakeland, FL 33810
Phone: (813) 917-9567
Email: tim.sitemastersofflorida@yahoo.com

PROPOSAL

Heritage Harbor CDD

Clubhouse Pond Erosion Repair

1/17/2023

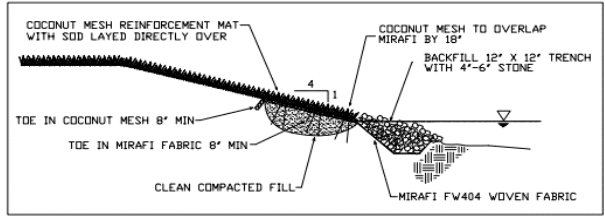
Remediate erosion on south bank of pond located along north side of clubhouse and pool facilities. (Approx. 450' of length)

- Provide and place limestone rubble to create a ridge to accommodate a 4:1 extension of slope from current vertical drop-off to current water level.
- Limestone rubble will be laid on woven fabric which will also be extended to cover shore side of rubble to separate it from soil to be placed for slope extension.
- Soil will be placed to extend a 4:1 slope from current vertical drop-off to current water level (at top of rubble ridge).
- Exposed soil on new, extended slope will be covered with coconut mesh fabric and Bahia sod.

TOTAL \$27,000

Note: Due to soil being placed in manner to "push" water out, rather than lowering pond water level to place soil in "dry" environment, the newly placed soil can not be thoroughly compacted, and may be relatively "soft" until water absorbed during placement naturally drains.

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Tallahassee, FL 32310



Proposed Bank Restoration Section



Steadfast Environmental, LLC

FKA Flatwoods Environmental

30435 Commerce Drive Ste 102 | San Antonio, FL 33576
 813.836.7940 | office@steadfastenv.com
 www.SteadfastEnv.com

Proposal

Date 11/21/2022 **Proposal #** 658

Customer Information		Project Information	
Heritage Harbor CDD c/o DPF, Inc. 250 International Pkwy, Suite 208 Lake Mary, FL 32746	Contact	Heritage Harbor CDD Pond 56 Bank Repair	Heritage Harbor Pond 56 Bank Re...
	Phone		
	E-mail districtap@dpfgmc.com	Proposal Prepared By:	Kevin Riemensperger
	Account #	Type Of Work	Erosion

Steadfast Environmental, LLC. formally known as Flatwoods Environmental proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	Cost
Repair approximately 470 LF/1700 SF of pond bank using staked Coir Log (Coconut fiber erosion control material) & backfill on the southern bank of pond 56 at Heritage Harbor CDD, behind Clubhouse, creating 2-3 feet of additional bank. 1.Utilization of COIR logs anchored into the base of the shoreline to retain fill material. And act as a buffer against future wave action. 2.Once logs are secured, introduction of clean backfill will occur. 3.Following backfill, compaction and leveling of fill dirt will be performed. 4.Sod will be pinned with sod staples to the newly repaired area and over the COIR log. EST. Timeframe: 3 Days		41,300.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Total \$41,300.00

I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

Accepted this _____ day of _____, 20____.

Signature: _____ Printed Name and Title: _____

Representing (Name of Firm): _____



Steadfast Environmental, LLC

FKA Flatwoods Environmental

30435 Commerce Drive Ste 102 | San Antonio, FL 33576
 813.836.7940 | office@steadfastenv.com
 www.SteadfastEnv.com

Proposal

Date 12/7/2022 **Proposal #** 672

Customer Information		Project Information	
Heritage Harbor CDD c/o DPF, Inc. 250 International Pkwy, Suite 208 Lake Mary, FL 32746	Contact Phone E-mail districtap@dpfgmc.com Account #	Heritage Harbor CDD Pond 56 Planting	Proposal Prepared By: Kevin Riemensperger Type Of Work Planting

Steadfast Environmental, LLC. formally known as Flatwoods Environmental proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	Cost
Planting of 670 Bare Root Pickerelweed @ 18" off center, along 470LF run of pond 56's southern bank, following bank remediation.		670.00

I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Total	\$670.00
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I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.

Accepted this _____ day of _____, 20____.

Signature: _____ Printed Name and Title: _____

Representing (Name of Firm): _____

EXHIBIT 8

RESOLUTION OF A STATE OR LOCAL GOVERNMENT OPERATING UNDER AUTHORITY OF A BOARD, COUNCIL OR OTHER TYPE GOVERNING BODY

Hancock Whitney Bank

Heritage Harbor Community Development District

Branch Name: Manatee/Sarasota Midl Mkt

Name

250 International Parkway Suite 280

Name/User ID: 015040

Address

Lake Mary FL 32746

City, State, and Zip Code

- A.** We, the undersigned, certify that: we are the President and Secretary/Clerk of the above-named State or Local Government (hereinafter referred to as the Governing Authority") duly created, organized, and operating under the Constitution and Laws of the State of Florida, Federal Employer ID Number 65-0799519, and; that the following is a true, correct, and certified copy of a resolution adopted at a meeting of the Governing Authority, properly called and duly held on _____ and; that this resolution has been properly entered into the minutes of the Governing Authority, having not been modified or rescinded.
- B.** To be resolved that:
- (1) The Financial Institution named above is designated as a depository for the funds of this Governing Authority;
 - (2) This resolution shall continue to have effect until express written notice of its recession, modification, or cancellation has been received and recorded by this Financial Institution;
 - (3) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Governing Authority with this Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed;
 - (4) Any of the persons named below, so long as they are acting in a representative capacity as agents of the Governing Authority, are authorized to make any and all contracts, agreements, stipulations and orders which they may deem advisable and necessary to open an Account(s) with the Financial Institution and for the effective exercise of powers over said account(s) for the transacting of all business concerning funds deposited in, moneys borrowed from, or other business transacted by and between this Governing Authority and said Financial Institution and; to endorse checks and orders for the payment of moneys and withdrawal of funds on deposit with this Financial Institution, subject to any restriction(s) stated below. The Governing Authority agrees to, shall be bound by, and otherwise be liable for, the terms and conditions of all such contracts, agreements, stipulations and orders. It shall be the responsibility of the Governing Authority to provide written notice to this Financial Institution should the authority of any of the agents it has so authorized to transact business on its behalf has been terminated. This Financial Institution shall incur no liability for acting in good faith upon the representations of said agents until such notice is properly given;
 - (5) Any and all prior resolutions adopted by this governing authority and certified to this Financial Institution as governing the operation of the Governing Authority's account(s), are in full force and effect, unless supplemented or modified by this authorization;
 - (6) The Governing Authority agrees to the terms and conditions of any account agreement, properly opened by any authorized representative of the Governing Authority and authorizes the Financial Institution named above, at any time, to charge the Governing Authority for all checks, drafts, or other orders, for the payment of moneys, drawn on the Financial Institution;
- C.** Print the name(s) and title(s) of any person who is authorized to exercise the powers listed below:
- Johanna Lee
- Bridgett Alexander
- _____
- _____
- D.** I further certify that the Governing Authority has, and at the time of adoption of this resolution did have, full power and lawful authority to adopt the foregoing resolution(s) and to confer the powers granted to the person(s) named herein;
- IN WITNESS WHEREOF, we have hereunto affixed our signatures as of _____ (date).

President

 Printed Name

Secretary/Clerk

 Printed Name

EXHIBIT 9

DOUBLE BOGEYS TAVERN AND GRILL

1/20/2023 8:41 AM

Business Overview

Lindsay F

Page number: 1

01/01/22 10:00AM to 12/31/22 11:00PM

Order Summary		
	Total \$	Count #
Open orders	\$0.00	0
Transactions	\$864,238.80	28,914
Discounts	-\$32,674.34	2,933
Subtotal	\$831,564.46	0
Taxes	\$62,060.55	0
In Trxs Tips	\$173,880.44	18,543
Checkout Fee	\$8,924.49	5,981
CF Refunded	-\$3.48	2
Convenience Fee	\$0.00	0
Delivery Fee	\$0.00	0
Other	\$0.00	0
Total	\$1,076,426.46	0
Bottles Return	\$0.00	0
Exchanges	\$0.00	0
Avg. Ticket	\$37.97	

Gross Sales By Category		
	Total \$	Sales %
BEER	\$204,929.75	23.71%
BEVERAGE	\$23,029.16	2.66%
COMMISSARY	\$11,921.62	1.38%
FOOD	\$403,362.88	46.67%
LIQUOR	\$162,340.85	18.78%
MERCH	\$555.00	0.06%
MISC	\$2,428.73	0.28%
MODS	\$13,986.23	1.62%

None		
None	\$2,960.00	0.34%
WINE	\$38,736.50	4.48%
Total	\$864,250.72	

Discount By Category		
	Total \$	Disc %
BEER	\$4,292.15	13.13%
BEVERAGE	\$900.90	2.76%
FOOD	\$19,040.55	58.25%
LIQUOR	\$6,051.76	18.51%
MERCH	\$14.31	0.04%
MISC	\$18.36	0.06%
MODS	\$406.32	1.24%
None	\$970.00	2.97%
WINE	\$992.24	3.04%
Total	\$32,686.59	

Total Sales By Category		
	Total \$	Disc %
BEER	\$200,637.64	24.13%
BEVERAGE	\$22,129.51	2.66%
COMMISSARY	\$11,921.62	1.43%
FOOD	\$384,324.64	46.22%
LIQUOR	\$156,289.21	18.79%
MERCH	\$540.69	0.07%
MISC	\$2,410.40	0.29%
MODS	\$13,579.92	1.63%
None	\$1,990.00	0.24%
WINE	\$37,744.26	4.54%

[← BACK TO ALL REQUESTED REPORTS](#)



DOUBLE BOGEYS TAVERN AND GRILL

Sales Overview

Jan 1, 2022 12:00 AM - Jan 1, 2023 12:00 AM

Filters: none

Sales

Gross Sales	\$63,372.85
Discounts	\$0.00
Refunds	\$0.00
Net Sales	\$63,372.85
Non-revenue Items	\$0.00
Gift Card Activations	\$0.00
Taxes & Fees	\$5,689.83
Tips	\$8,469.55
Amount Collected	\$77,532.23

Tender Types

Tender Types	Sales Total	Refund Total	Amount Collected
Credit Card	\$32,092.92	\$0.00	\$32,092.92
Cash	\$24,167.75	\$0.00	\$24,167.75
Debit Card	\$21,271.56	\$0.00	\$21,271.56
Total	\$77,532.23	\$0.00	\$77,532.23

Revenue Classes

Let's set up your revenue classes.

Add item labels to enable revenue class reporting. This helps you track and compare revenue streams and sales of items taxed at variable rates.

[Learn More](#)

EXHIBIT 10

To Be Distributed

EXHIBIT 11



Heritage Harbor CDD Field Operations Report

February 2023

Aquatics

Pond Management: Minimal signs of subsurface and surface algae growth in the ponds. With the Oaks trees being in bloom, the surface of the water has a thin layer of floating pollen. All of the ponds are in good condition considering the unseasonably warm temperatures. No new evidence of erosion during the month of January.





Heritage Harbor CDD Field Operations Report

Routine Maintenance

Bed Maintenance: The landscape beds are in excellent condition. Minimal signs of weeds and debris in the beds. The hard and soft edging of the beds is consistent throughout the community, even in the less trafficked areas. It does not appear that the recent cold snaps harmed the plant material, other than a few sections of turf.





Heritage Harbor CDD Field Operations Report

Landscape Maintenance

Mowing: The St. Augustine turf looks healthy, has great color, and has little weed growth. The Bahia turf will remain dormant for a few more weeks but will bounce back nicely.

Hedge Lines: The hedge lines and shrubs are showcasing well with new growth and great color. The height and shape display a well-manicured appearance especially for the winter months.





Heritage Harbor CDD Field Operations Report

Landscape Maintenance (Continued)

Frost Damage: A few sections of turf were impacted by the recent cold snap but will improve over the next couple of months.

Ornamental Grasses: Many of the ornamental grass beds were cutback as this is part of the seasonal maintenance plan.

Holiday Annuals: The annual beds are in excellent shape, full of color, and do not show any signs of damage from the freezing weather event that blew in a few weeks ago.





Heritage Harbor CDD Field Operations Report

Observations

Cart Path Restroom Renovation: The renovation is in full swing with the installation of windows, where needed, new fixtures, interior wall repairs, and lastly doors are on order.

Hole 13 Drain Gate: The lower water levels allowed for the new grate to be installed.

New Bridges: The new bridges are holding up nicely to the increased traffic. Normal signs of wear.





Heritage Harbor CDD District Manager Report

February 2023

Board Email Addresses: Assigning the email addresses is in progress.

Cart Path Restroom Facilities: Renovations are underway. Windows were installed mid-month and new doors are on order.

Double Bogeys' Year-end Report: Report was provided and will be circulated to the Board.

Engage PEO Payroll Contractor: Tracy circulated an update to the Board in late January. Payroll service proposals from ADP, Paycom, and Paychex, inclusive of comparable healthcare benefits options, will be submitted for the Board's review at the March meeting.

Golf Course Irrigation Pump House: The new roof was installed mid-month and the final integration of the monitoring system is being scheduled with Pro Pump.

Golf Course Project List: The prioritized project list is in drafting with proposals forthcoming for future planning. A spreadsheet outlining the projects in order of Priority, Cost, Timeframe to Complete, Reserves / General Fund Item(s), and Risk Factor in not completing the project in the next 4 – 12 months will be submitted for review.

Guard House Roof: The roofing project is on hold until extensive repairs on the beams are completed.

Guard House Signage: It was determined that the informational signage at the Guard House is more than adequate. No further recommendations from Egis.

Heritage Harbor Staff Computers: New antivirus program was installed on Kathy's computer and replaced the hard drive on the Pro Shop computer.

Heritage Harbor Maintenance: The pool slide cabana roof is in the process of being replaced by Bayside Roofing.

Hillsborough County Sheriff's Deputies: Working through the calculations for the FY 2023-2024 budget.

Pro Shop Truist Account: Setup was completed.

Restaurant & Pro Shop Concessions Snapshot Financial Report: Separated out on the snap shot report for clarity.

