

**Heritage Lake Park
Community Development District**

**March 7, 2022
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
Inframark Infrastructure Management Services
210 North University Drive, Suite 702 •
Coral Springs, Florida 33071
Telephone: (954) 603-0033 • Fax: (954) 345-1292

February 28, 2022

Board of Supervisors
Heritage Lake Park Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Heritage Lake Park Community Development District will be held **Monday, March 7, 2022 at 10:00 a.m. at the Heritage Lake Park Clubhouse, 25635 Heritage Lake Boulevard, Punta Gorda, Florida.** Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Audience Comments on Agenda Items**
- 5. Approval of Consent Agenda**
 - A. Approval of the Minutes from the February 7, 2022 Meeting
 - B. Acceptance of the Financial Statements
 - C. Ratification of Agreements Per Spending Resolution 2017-03
- 6. Engineer's Report**
- 7. Old Business**
- 8. New Business**
 - A. Howard's Pool World Proposed Contract Increase
 - B. Solitude Rate Increase
- 9. Manager's Report**
 - A. Discussion of Proposed Tentative Fiscal Year 2023 Budget
 - B. Landscape/Irrigation Update
 - C. Field Management Report
 - D. Update on Follow-Up Actions
 - i. Solitude Service Report
 - ii. Sunland Paving Striping Proposal
- 10. Attorney's Report**
 - A. Joint Defense Agreement
 - B. February 16, 2022 Meeting Update
 - C. April 4, 2022 Meeting Attendance
- 11. Supervisors' Reports, Requests and Comments**
- 12. Chairman's Comment**
- 13. Audience Comments**
- 14. Adjournment**

Heritage Lake Park CDD
February 28, 2022
Page 2

Supporting documents for agenda items are enclosed or will be distributed at the meeting. The balance of the agenda is routine in nature, and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,
Justin Faircloth
District Manager

Fifth Order of Business

5A

Present and constituting a quorum were:

Also present were:

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. Eberhardt, with all in favor, for Mr. Carville to participate via phone was approved.

SECOND ORDER OF BUSINESS Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS Approval of Agenda

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

FOURTH ORDER OF BUSINESS	Audience Comments on Agenda Items
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- ## Unapproved Minutes

February 7, 2022

Heritage Lake Park CDD

- 40 ○ Mr. Faircloth noted he does not know if they are new plants; they may have been
- 41 existing plants, and these are the coldest temperatures they have had in five years.
- 42 He will follow-up and discuss with DTE.
- 43 ● The resident, Joyce, further addressed lake banks and aesthetics.
- 44 ○ Mr. Faircloth noted the SWFWMD permit requires the CDD maintain littoral shelf
- 45 plantings in the lakes.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- 48 **A. Approval of the Minutes from the January 3, 2022 Meeting**
- 49 **B. Acceptance of the Financial Statements**
- 50 **C. Ratification of Agreements Per Spending Resolution 2017-03**
 - 51 **i. Action Automatic Door & Gate Proposal**
 - 52 **ii. Howard's Pool World Estimate 4128-A**

On MOTION by Mr. Eberhardt seconded by Mr. Forlano, with all in favor, the consent agenda and ratification of agreements per Spending Resolution 2017-03 were approved as presented.

SIXTH ORDER OF BUSINESS

Engineer's Report

- 59 ● Mr. Faircloth provided an update on the status of the paving project noting that the
- 60 contract has been signed. He will be providing Sunland a notice of commencement today.
- 61 ● Discussion ensued on the line item to be utilized for the paving.
- 62 ● Mr. Faircloth noted the lakes are now low enough they should be able to determine if
- 63 repairs are needed for Lake 3.

SEVENTH ORDER OF BUSINESS

Old Business

A. Clubhouse Paving Update 1/2/22 Hal Kneller Email

- 67 ● Mr. Faircloth outlined the email from Mr. Kneller. Discussion followed on
- 68 repainting the yellow lines. The Board requested Mr. Faircloth obtain a proposal
- 69 based off of the recommendations from CPH.

EIGHTH ORDER OF BUSINESS

New Business

A. Kennedy Electric LED Light Pole Conversion Proposal

- 73 ● The Board decided to table the proposal from Kennedy Electric to convert the existing light
- 74 heads in the District to LED corn cob fixtures. The Board requested the FY2023 budget
- 75 reflect \$20K for light replacement. Mr. Eberhardt will continue to look at options for the
- 76 Board to consider.

B. Well Repair & Painting Proposals**i. Bid Summary****ii. Custom Painting & Restoration Proposal****iii. Custom Plastering & Stucco Proposal****iv. Ryan Hammond Inc Proposal**

- Mr. Faircloth reviewed the proposals with the Board.

Mr. DeFilippo made a motion to approve the proposal from Ryan Hammond Painting in the amount of \$48,267.33. Motion seconded by Mr. Forlano.

- Further discussion ensued on the motion. Mr. Faircloth noted he had just received a proposal from Peacock Painting and reviewed the proposal with the Board.

Mr. DeFilippo revised his prior motion to proceed with Peacock Painting and Mr. Forlano seconded the revision.

- Further discussion ensued on the motion.

The Board approved the prior motion to proceed with the proposal submitted from Peacock Painting in the amount of \$54,400 with the understanding that the rear sections of the wall facing undeveloped areas would not be painted and the contract would be reduced with all in favor.

- Mr. Eberhardt requested staff obtain a start and stop date for the work.

C. Fitness Services of Florida Quote 3477

On MOTION by Mr. Eberhardt to approve the proposal in the amount of \$316.70 seconded by Mr. DeFilippo with all in favor.

NINTH ORDER OF BUSINESS**Manager's Report****A. Landscape/Irrigation Update**

- Mr. Faircloth noted he would follow up with Down to Earth regarding mulch around the exit palms if they are on CDD property.

B. Field Management Report

- Mr. Faircloth commented that the field inspection was delayed last month due to COVID in his family and would be completed as soon as possible.

C. Update on Follow-up Actions

118 The following was discussed:

- 119 • Mr. Faircloth inquired from Ms. Ross if Niece Restoration had submitted an invoice for
120 the work they did on the second leak in the sound room. Ms. Ross will follow up with the
121 vendor as an invoice had not been received.
- 122 • Mr. Faircloth updated the Board on discussions with the Lakeview I association regarding
123 repairs to lake 1.
- 124 • The Board discussed damage to the entry gate and decided to let the item go as video was
125 not presently available to determine who did the damage.
- 126 • Mr. Faircloth provided an update on the status of the rule changes, and the repairs to the
127 NVR recorder at the front entrance.

128

129 **i. Tennis Court Fence & Light Repairs**

- 130 • Mr. DeFilippo will follow up with Welch Tennis on the tennis court fence & light repairs.

131

132 **ii. Solitude Service Report**

- 133 • The report was presented to the Board.

134

135 **iii. McDonough Plumbing Backflow Report**

- 136 • The report was presented to the Board.

137

138 **TENTH ORDER OF BUSINESS**

Attorney's Report

139 **A. HLPCA 2/16/22 Meeting Discussion**

140

On MOTION by Mr. Eberhardt to approve Mr. Cohen and Mr. Faircloth attend the HLPCDD/HLPCA joint meeting on 2/16/2022 and ratifying the decision to reimburse the HLPCA for costs to have the meeting out of the proceeds of the land sale to D.R. Horton seconded by Mr. DeFilippo with all in favor.

146

- 147 • Mr. Faircloth updated the Board on the second amendment to the land purchase
148 agreement with D.R. Horton.

149

150 **ELEVENTH ORDER OF BUSINESS**

Supervisors' Reports, Requests and Comments

- 151
- 152 • Supervisor Carville gave an update on the residents' meeting.
- 153 • Supervisor DeFilippo noted pickle ball was going well.

154

TWELFTH ORDER OF BUSINESS

Chairman's Comments

On MOTION by Mr. DeFilippo to extend the meeting by thirty minutes seconded by Mr. Forlano with all in favor.

- The Chairman requested Mr. Faircloth follow up with Down to Earth to adjust the irrigation schedule as it is reported the area is too wet presently.
- The Chairman inquired about what the District would realize from the land sale and Mr. Faircloth provided comments.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

- Residents commented on holes by the mailbox kiosk on Heron Lake Drive. Mr. Faircloth noted the land around the mailbox kiosk is owned by an association and not the District.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Forlano seconded by Mr. Eberhardt with all in favor the meeting was adjourned at 12:14 p.m.

Justin Faircloth, Secretary

Paul Eberhardt, Chairman

5B

**Heritage Lake Park
Community Development District**

Financial Report

January 31, 2022



Table of Contents

FINANCIAL STATEMENTS

Balance Sheet - All Funds	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund	Pages 2-4
Debt Service Fund	Page 5

SUPPORTING SCHEDULES

Non-Ad Valorem Special Assessments	Page 6
Cash and Investment Report	Page 7
Bank Reconciliation	Page 8
Payment Register by Bank Account	Page 9

**Heritage Lake Park
Community Development District**

Financial Statements

(Unaudited)

January 31, 2022

Balance Sheet
January 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2005 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 658,695	\$ -	\$ 658,695
Cash On Hand/Petty Cash	800	-	800
Assessments Receivable	48,323	15,207	63,530
Allow-Doubtful Collections	(48,323)	(15,207)	(63,530)
Due From Other Funds	-	15,044	15,044
Investments:			
Money Market Account	343,545	-	343,545
Prepayment Account	-	2,313	2,313
Reserve Fund	-	127,644	127,644
Revenue Fund	-	147,054	147,054
Prepaid Items	6,186	-	6,186
TOTAL ASSETS	\$ 1,009,226	\$ 292,055	\$ 1,301,281
<u>LIABILITIES</u>			
Accounts Payable	\$ 29,216	\$ -	\$ 29,216
Accrued Expenses	2,961	-	2,961
Sales Tax Payable	32	-	32
Deposits	75	-	75
Due To Other Funds	15,044	-	15,044
TOTAL LIABILITIES	47,328	-	47,328
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	6,186	-	6,186
Restricted for:			
Debt Service	-	292,055	292,055
Assigned to:			
Operating Reserves	116,767	-	116,767
Reserves - Capital Projects	76,536	-	76,536
Reserves - Legal	3,792	-	3,792
Reserves - Roadways	220,780	-	220,780
Reserves - Stormwater System	45,969	-	45,969
Reserve - Wall	56,870	-	56,870
Unassigned:	434,998	-	434,998
TOTAL FUND BALANCES	\$ 961,898	\$ 292,055	\$ 1,253,953
TOTAL LIABILITIES & FUND BALANCES	\$ 1,009,226	\$ 292,055	\$ 1,301,281

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-22 ACTUAL
REVENUES				
Interest - Investments	\$ 400	\$ 242	60.50%	\$ 57
Room Rentals	-	239	0.00%	(11)
Recreational Activity Fees	8,000	-	0.00%	-
Special Assmnts- Tax Collector	723,561	652,929	90.24%	86,846
Special Assmnts- Discounts	(28,942)	(25,342)	87.56%	(2,600)
Other Miscellaneous Revenues	500	1,955	391.00%	-
Gate Bar Code/Remotes	1,000	1,182	118.20%	490
TOTAL REVENUES	704,519	631,205	89.59%	84,782

EXPENDITURES

Administration

P/R-Board of Supervisors	12,000	4,000	33.33%	1,000
FICA Taxes	918	306	33.33%	77
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,160	-	0.00%	-
ProfServ-Engineering	4,000	1,345	33.63%	-
ProfServ-Legal Services	24,844	17,474	70.33%	2,028
ProfServ-Mgmt Consulting	60,476	20,159	33.33%	5,040
ProfServ-Trustee Fees	5,000	4,771	95.42%	-
ProfServ-Web Site Maintenance	1,356	840	61.95%	113
Auditing Services	3,725	-	0.00%	-
Postage and Freight	600	202	33.67%	22
Insurance - General Liability	4,255	4,317	101.46%	-
Printing and Binding	50	-	0.00%	-
Legal Advertising	2,000	180	9.00%	93
Misc-Bank Charges	100	254	254.00%	-
Misc-Assessment Collection Cost	14,471	12,552	86.74%	1,685
Office Supplies	35	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	135,765	66,575	49.04%	10,058

Field

ProfServ-Field Management	5,901	1,967	33.33%	492
ProfServ-Mgmt Consulting	-	2,063	0.00%	31
ProfServ-Wetlands	10,680	3,560	33.33%	890
Contracts-Landscape	72,009	24,003	33.33%	6,525
Contracts-Buffer Wall	7,000	-	0.00%	-
R&M-General	9,600	68	0.71%	-
R&M-Irrigation	12,000	3,734	31.12%	-
R&M-Lake	5,000	2,775	55.50%	-
R&M-Mulch	7,200	7,200	100.00%	7,200
R&M-Sidewalks	3,000	-	0.00%	-
R&M-Trees and Trimming	5,995	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-22 ACTUAL
R&M-Lights	3,000	1,899	63.30%	-
R&M-Wall	8,000	-	0.00%	-
Misc-Contingency	20,448	-	0.00%	-
Total Field	169,833	47,269	27.83%	15,138
<u>Utilities</u>				
Communication - Telephone	700	282	40.29%	72
Electricity - General	4,700	1,853	39.43%	496
Internet Services	2,700	1,039	38.48%	262
Total Utilities	8,100	3,174	39.19%	830
<u>Gatehouse</u>				
Towing Services	250	-	0.00%	-
Contracts-Gates	1,080	1,080	100.00%	-
Contracts-Security System	59,004	19,711	33.41%	4,947
Electricity - General	3,000	915	30.50%	259
R&M-Buildings	500	-	0.00%	-
R&M-Gate	3,000	1,763	58.77%	1,740
Misc-Contingency	5,000	4,007	80.14%	1,100
Total Gatehouse	71,834	27,476	38.25%	8,046
<u>Clubhouse and Recreation</u>				
Payroll-Salaries	18,000	4,573	25.41%	1,040
Payroll-Maintenance	10,400	3,290	31.63%	600
Payroll Taxes	2,173	602	27.70%	125
Workers' Compensation	800	-	0.00%	-
Fire Alarm Monitoring	540	270	50.00%	135
Contracts-Fountain	680	170	25.00%	-
Contracts-Security Camera	550	-	0.00%	-
Contracts-Pools	15,160	4,360	28.76%	700
Contracts-Cleaning Services	12,420	4,140	33.33%	1,035
Contracts-HVAC	1,968	-	0.00%	-
Contracts-Pest Control	1,800	600	33.33%	150
Contracts-Security System	9,866	3,289	33.34%	822
Pest Control - Bldg/Gnds	1,620	-	0.00%	-
Electricity - General	18,000	5,783	32.13%	1,787
Utility - Refuse Removal	2,800	1,060	37.86%	265
Utility - Water & Sewer	5,600	2,130	38.04%	561
Insurance - Property	38,827	32,283	83.15%	-
R&M-General	4,000	994	24.85%	374
R&M-Fountain	500	317	63.40%	-
R&M-Pools	23,657	538	2.27%	74
R&M-Tennis Courts	1,000	2,555	255.50%	2,200
R&M-Fitness Equipment	2,800	717	25.61%	717

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-22 ACTUAL
R&M-Fitness Center	2,000	227	11.35%	-
R&M-Security Cameras	1,000	1,620	162.00%	875
R&M-Backflow Inspection	154	130	84.42%	130
Fire Ext Inspection & Repairs	500	-	0.00%	-
R&M-Fire Alarm	500	400	80.00%	-
Fire Alarm Inspection	200	-	0.00%	-
R&M-Fire Sprinklers	500	-	0.00%	-
R&M - Computer/Internet	2,500	2,530	101.20%	100
Misc-Cable TV Expenses	1,398	424	30.33%	108
Misc-Clubhouse Activities	4,800	226	4.71%	226
Misc-Contingency	19,100	95	0.50%	5
Office Supplies	3,000	371	12.37%	21
Cleaning Supplies	2,600	113	4.35%	-
Cleaning Services	500	-	0.00%	-
Cap Outlay - Other	17,025	13,211	77.60%	-
Total Clubhouse and Recreation	228,938	87,018	38.01%	12,050
Reserves				
Reserve - Roadways	32,394	-	0.00%	-
Reserve-Stormwater System	29,220	-	0.00%	-
Reserves - Wall	28,435	-	0.00%	-
Total Reserves	90,049	-	0.00%	-
TOTAL EXPENDITURES & RESERVES	704,519	231,512	32.86%	46,122
Excess (deficiency) of revenues				
Over (under) expenditures	-	399,693	0.00%	38,660
Net change in fund balance	\$ -	\$ 399,693	0.00%	\$ 38,660
FUND BALANCE, BEGINNING (OCT 1, 2021)	562,205	562,205		
FUND BALANCE, ENDING	\$ 562,205	\$ 961,898		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-22 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 30	\$ 3	10.00%	\$ 1
Special Assmnts- Tax Collector	180,800	162,024	89.62%	15,883
Special Assmnts- Discounts	(7,232)	(6,405)	88.56%	(532)
TOTAL REVENUES	173,598	155,622	89.65%	15,352
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessment Collection Cost	3,616	3,112	86.06%	307
Total Administration	3,616	3,112	86.06%	307
<u>Debt Service</u>				
Principal Debt Retirement	85,000	-	0.00%	-
Principal Prepayments	-	5,000	0.00%	-
Interest Expense	103,170	51,585	50.00%	-
Total Debt Service	188,170	56,585	30.07%	-
TOTAL EXPENDITURES	191,786	59,697	31.13%	307
Excess (deficiency) of revenues				
Over (under) expenditures	(18,188)	95,925	n/a	15,045
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(18,188)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(18,188)	-	0.00%	-
Net change in fund balance	\$ (18,188)	\$ 95,925	n/a	\$ 15,045
FUND BALANCE, BEGINNING (OCT 1, 2021)	196,130	196,130		
FUND BALANCE, ENDING	\$ 177,942	\$ 292,055		

**Heritage Lake Park
Community Development District**

Supporting Schedules

January 31, 2022

Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2022

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Series 2005 Debt Service Fund
Assessments Levied				\$ 904,361	\$ 723,561	\$ 180,800
Allocation %				100%	80%	20%
Real Estate Installment						
11/05/21	\$ 10,458	\$ 575	\$ 213	\$ 11,246	\$ 8,901	\$ 2,345
Real Estate Current						
11/10/21	17,590	748	359	18,697	14,853	3,844
11/18/21	25,431	1,081	519	27,031	21,455	5,576
11/23/21	94,001	3,997	1,918	99,916	79,217	20,699
12/02/21	97,862	4,161	1,997	104,020	82,518	21,502
12/09/21	344,324	14,640	7,027	365,991	291,474	74,517
12/16/21	80,271	3,413	1,638	85,322	67,665	17,658
01/13/22	97,605	3,132	1,992	102,729	86,846	15,883
TOTAL	\$ 767,542	\$ 31,746	\$ 15,664	\$ 814,952	\$ 652,929	\$ 162,024
% COLLECTED					90.11%	89.61%
TOTAL OUTSTANDING					\$ 89,409	\$ 18,776

Cash and Investment Balances
January 31, 2022

<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%	\$ 658,695
Cash On Hand/Petty Cash				800
			Subtotal	\$ 659,495
Public Funds	Money Market	BankUnited	0.15%	196,514
Government Interest	Checking	Valley National Bank	0.25%	147,031
			Subtotal	\$ 343,545
DEBT SERVICE FUND				
Series 2005 Prepayment Account		U.S. Bank	0.01%	2,313
Series 2005 Reserve Fund		U.S. Bank	0.01%	127,644
Series 2005 Revenue Fund		U.S. Bank	0.01%	147,054
			Subtotal	\$ 277,011 (1)
			Total	\$ 1,280,050

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

Heritage Lake Park CDD

Bank Reconciliation

Bank Account No. 9900 SYNOVUS GF CHECKING
Statement No. 01-22
Statement Date 1/31/2022

G/L Balance (LCY)	658,694.73	Statement Balance	669,102.68
G/L Balance	658,694.73	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	669,102.68
Subtotal	658,694.73	Outstanding Checks	10,407.95
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	658,694.73	Ending Balance	658,694.73
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
12/20/2021	Payment	10771	HOWARDS POOL WORLD INC	42.57	0.00	42.57
1/20/2022	Payment	10799	DAVID M. GROUT	164.70	0.00	164.70
1/25/2022	Payment	10800	CALKINS LP GAS	75.00	0.00	75.00
1/25/2022	Payment	10802	WELCH TENNIS COURTS INC.	2,200.00	0.00	2,200.00
1/25/2022	Payment	10803	WM. F. MCDONOUGH PLUMBING INC	231.30	0.00	231.30
1/25/2022	Payment	10804	HIDDEN EYES LLC	5,769.38	0.00	5,769.38
1/25/2022	Payment	10806	SOLITUDE LAKE MANAGEMENT	890.00	0.00	890.00
1/25/2022	Payment	10808	COVERALL NORTH AMERICA, INC.	1,035.00	0.00	1,035.00
Total Outstanding Checks.....				10,407.95		10,407.95

HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 1/01/22 to 1/31/22

(Sorted by Check / ACH No.)

Pymt Type	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	10779	01/03/22	Vendor	FPL SUMMARY BILLING	122021 CHK	BILL PRD 11/10-12/10/21	Electricity - General	001-543006-53903	\$464.99
Check	10779	01/03/22	Vendor	FPL SUMMARY BILLING	122021 CHK	BILL PRD 11/10-12/10/21	Electricity - General	001-543006-53904	\$186.47
Check	10779	01/03/22	Vendor	FPL SUMMARY BILLING	122021 CHK	BILL PRD 11/10-12/10/21	Electricity - General	001-543006-57212	\$1,676.09
Check	10780	01/06/22	Employee	DAVID M. GROUT	PAYROLL	January 06, 2022 Payroll Posting			\$349.40
Check	10781	01/03/22	Vendor	NEW IQ, LLC	31983	ANNUAL PREVENTIVE MAINT AGRMNT	R&M-Security Cameras	001-546345-57212	\$550.00
Check	10782	01/06/22	Employee	ELIZABETH R. SHELLA	PAYROLL	January 06, 2022 Payroll Posting			\$184.70
Check	10783	01/06/22	Employee	PAUL R. EBERHARDT	PAYROLL	January 06, 2022 Payroll Posting			\$184.70
Check	10784	01/06/22	Employee	JAMES G. DEFILIPPO	PAYROLL	January 06, 2022 Payroll Posting			\$144.70
Check	10785	01/06/22	Employee	LAWRENCE G. FORLANO	PAYROLL	January 06, 2022 Payroll Posting			\$184.70
Check	10786	01/05/22	Vendor	HERITAGE LAKE PARK- C/O US BANK N.A	12282021 2005	TRSF TAX COLLECTIONS	Due From Other Funds	131000	\$139,770.73
Check	10787	01/10/22	Vendor	WENZEL ELECTRICAL SERVICES INC	240137	1ST QTR ALARM MONITORING JAN-MAR 2022	Fire Alarm Monitoring	001-531082-57212	\$135.00
Check	10788	01/10/22	Vendor	HOWARDS POOL WORLD INC	29895-F	DEC 21 POOL SVCS/EXTRA CLNG	Contracts-Pools	001-534078-57212	\$700.00
Check	10788	01/10/22	Vendor	HOWARDS POOL WORLD INC	29895-F	DEC 21 POOL SVCS/EXTRA CLNG	Contracts-Pools	001-534078-57212	\$600.00
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,039.67
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	ProfServ-Field Management	001-531016-53901	\$491.75
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$468.75
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	Printing and Binding	001-547001-51301	\$0.42
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	Postage and Freight	001-541006-51301	\$12.19
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	ProfServ-Web Site Development	001-531047-51301	\$113.00
Check	10789	01/10/22	Vendor	INFRAMARK, LLC	71070	DEC 21 MGMT FEES	MAINT TECH PAYROLL	001-541006-57212	\$5.00
Check	10790	01/10/22	Vendor	WM. F. MCDONOUGH PLUMBING INC	51476	REPAIR LEAK IN CEILING @ CLUBHOUSE	R&M-General	001-546001-57212	\$160.30
Check	10791	01/10/22	Vendor	HIDDEN EYES LLC	INV000004932	RFID READER TO VISITOR LANE	Misc-Contingency	001-549900-53904	\$1,828.61
Check	10792	01/10/22	Vendor	KENNEDY ELECTRIC CO OF PUNTA GORDA, INC	19769	REPLACE LAMPS/BALLAST/PHOTOCCELL	R&M-Lights	001-546133-53901	\$559.71
Check	10792	01/10/22	Vendor	KENNEDY ELECTRIC CO OF PUNTA GORDA, INC	19781	REPAIR TENNIS CRT LIGHT POLE	R&M-Tennis Courts	001-546097-57212	\$355.00
Check	10792	01/10/22	Vendor	KENNEDY ELECTRIC CO OF PUNTA GORDA, INC	19792	LIGHTING REPAIRS	R&M-Lights	001-546133-53901	\$105.00
Check	10793	01/10/22	Vendor	GRANDE AIRE SERVICES, INC.	38834	ICE MACHINE REPAIR	R&M-General	001-546001-57212	\$112.50
Check	10794	01/10/22	Vendor	NEW IQ, LLC	32285	CAMERA REPAIRS	Misc-Contingency	001-549900-53904	\$640.00
Check	10795	01/10/22	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00729040	FOUNTAIN LIGHTING REPAIRS	R&M-Fountain	001-546032-57212	\$317.16
Check	10796	01/10/22	Vendor	CPH	128984	ENGG SVCS THRU NOV 2021	ProfServ-Engineering	001-531013-51501	\$455.00
Check	10797	01/10/22	Vendor	CHARLOTTE COUNTY TAX COLLECTOR	211123K	POSTAGE FOR 2021 MAILING NOTICES	Postage and Freight	001-541006-51301	\$32.90
Check	10798	01/10/22	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV111442	DEC 2021 LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$5,826.00
Check	10798	01/10/22	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV113255	CONTROLLERS 2,3,6 - IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$2,508.13
Check	10799	01/20/22	Employee	DAVID M. GROUT	PAYROLL	January 20, 2022 Payroll Posting			\$164.70
Check	10800	01/25/22	Vendor	CALKINS LP GAS	E010621	TANK RENTAL	Misc-Contingency	001-549900-57212	\$75.00
Check	10801	01/25/22	Vendor	PERSSON, COHEN & MOONEY, P.A.	1578	MASSEY THRU DEC 2021	ProfServ-Legal Services	001-531023-51401	\$130.50
Check	10801	01/25/22	Vendor	PERSSON, COHEN & MOONEY, P.A.	1577	GEN MATTERS THRU DEC 2021	ProfServ-Legal Services	001-531023-51401	\$848.25
Check	10802	01/25/22	Vendor	WELCH TENNIS COURTS INC.	4745	APPLY 4 SETS OF LINES ON PICKLE BALL CRT	R&M-Tennis Courts	001-546097-57212	\$2,200.00
Check	10803	01/25/22	Vendor	WM. F. MCDONOUGH PLUMBING INC	51634	FIRE SPRINKLER REPAIRS	R&M-General	001-546001-57212	\$231.30
Check	10804	01/25/22	Vendor	HIDDEN EYES LLC	710365	FEB 2022 GATE ACCESS/AMENITIES	Prepaid Items	155000	\$5,769.38
Check	10805	01/25/22	Vendor	FITNESS SERVICES OF FLORIDA, INC	24650	QTRLY PREV MAINT JAN 2022	R&M-Fitness Equipment	001-546115-57212	\$295.00
Check	10805	01/25/22	Vendor	FITNESS SERVICES OF FLORIDA, INC	24669	FITNESS EQUIP REPAIR	R&M-Fitness Equipment	001-546115-57212	\$422.30
Check	10806	01/25/22	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00740835	JAN 2022 LAKE/POND MGMT SVCS	ProfServ-Wetlands	001-531048-53901	\$490.00
Check	10806	01/25/22	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00740836	JAN 2022 WETLAND MGMT SVCS	ProfServ-Wetlands	001-531048-53901	\$400.00
Check	10807	01/25/22	Vendor	CPH	129125	ENGG SVCS THRU DEC 2021	ProfServ-Engineering	001-531013-51501	\$890.00
Check	10808	01/25/22	Vendor	COVERALL NORTH AMERICA, INC.	1160270134	JAN 2022 CLEANING SVCS	Contracts-Cleaning Services	001-534082-57212	\$1,035.00
Check	10809	01/25/22	Vendor	DOWN TO EARTH LANDSCAPE & IRRIGATION	INV113952	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$855.00
ACH	DD1057	01/11/22	Vendor	CHARLOTTE COUNTY UTILITIES	122021-125125 ACH	BILL PRD 11/17/21-12/16/21	Utility - Water & Sewer	001-543021-53903	\$481.54
ACH	DD1058	01/11/22	Vendor	CHARLOTTE COUNTY UTILITIES	122021-121310 ACH	BILL PRD 11/17-12/16/21	Utility - Water & Sewer	001-543021-53903	\$67.59
ACH	DD1059	01/05/22	Employee	LINDA C. ROSS	PAYROLL	January 05, 2022 Payroll Posting			\$336.35
ACH	DD1060	01/06/22	Employee	DOUGLAS L. CARVILLE	PAYROLL	January 06, 2022 Payroll Posting			\$154.70
ACH	DD1061	01/14/22	Vendor	COMCAST	122321-3872 ACH	BILL PRD 1/6-2/5/22	Misc-Internet Services	001-549031-53903	\$151.85
ACH	DD1062	01/18/22	Vendor	VALLEY NATIONAL BANK	122121-6536 ACH	DEC 2021 PURCHASES	MS MTHLY BILLING	001-551002-57212	\$8.25
ACH	DD1062	01/18/22	Vendor	VALLEY NATIONAL BANK	122121-6536 ACH	DEC 2021 PURCHASES	GRILL/TAPE	001-546074-57212	\$24.86
ACH	DD1062	01/18/22	Vendor	VALLEY NATIONAL BANK	122121-6536 ACH	DEC 2021 PURCHASES	GRILL/TAPE	001-546133-53901	\$6.97
ACH	DD1063	01/03/22	Vendor	WASTE MANAGEMENT INC OF FLORIDA	9899357-0336-7 ACH	JAN 2022 REFUSE REMOVAL	Utility - Refuse Removal	001-543020-57212	\$264.93
ACH	DD1064	01/10/22	Vendor	SAM'S CLUB DIRECT	006698	C-FOLD TOWELS/BATH TISSUE	Cleaning Supplies	001-551003-57212	\$48.56
ACH	DD1065	01/19/22	Employee	LINDA C. ROSS	PAYROLL	January 19, 2022 Payroll Posting			\$550.25
ACH	DD1073	01/31/22	Vendor	COMCAST	010622-2663 ACH	SVCS 1/19-2/18/2022	Misc-Internet Services	001-549031-53903	\$109.91
ACH	DD1073	01/31/22	Vendor	COMCAST	010622-2663 ACH	SVCS 1/19-2/18/2022	Communication - Telephone	001-541003-53903	\$71.69
ACH	DD1073	01/31/22	Vendor	COMCAST	010622-2663 ACH	SVCS 1/19-2/18/2022	Misc-Cable TV Expenses	001-549039-57212	\$107.88

Account Total **\$180,354.33**

Eighth Order of Business

8A

From: Teri Lee <terihpw@embarqmail.com>
Sent: Friday, February 11, 2022 4:53 PM
To: Faircloth, Justin <justin.faircloth@inframark.com>
Cc: Golovan, Anna <anna.golovan@inframark.com>
Subject: RE: H LPCDD - Howard's Pool World, Inc. Inv. 1499-G

Hi Justin,

We did have a 5% monthly increase for all our commercial pools beginning 01/01/2022. A letter was mailed out in November letting our customers know of the upcoming price change. I will speak with our account manager regarding the invoice for January. Please make sure the board is aware of the 5% increase that will be effective moving forward.

Please let me know if you have any questions.

Thank you, have a great weekend!

TERI LEE

*Howard's Pool World, Inc.
941-625-6007 Office
941-766-1108 Fax*

terihpw@embarqmail.com

From: Faircloth, Justin <justin.faircloth@inframark.com>
Sent: Thursday, February 10, 2022 1:58 PM
To: terihpw@embarqmail.com
Cc: Golovan, Anna <anna.golovan@inframark.com>; rebeccahpw@embarqmail.com
Subject: H LPCDD - Howard's Pool World, Inc. Inv. 1499-G
Importance: High

Good afternoon Teri,

The attached invoice is on hold. The monthly pool service has been \$700, however, the attached invoice shows \$735 and the Board has not received any information regarding an upcoming increase. Would you please revise the invoice and send to Anna Golovan who is copied on this email since the invoice is already in our system?

If you would like the Board to consider a contract increase please send that request directly to me and we will present to the Board at their 3/7/22 meeting. Let me know if you have any questions.

Thank you,
Justin

Justin Faircloth | CAM, CDM | District Manager
239.785.0675 | www.inframarkims.com

SUPERVISORS, PLEASE DO NOT REPLY TO ALL AS THIS COULD BE A VIOLATION OF THE FLORIDA SUNSHINE PROVISIONS.

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8B

From: Solitude No Reply <noreply@solitudelake.com>
Sent: Thursday, February 24, 2022 5:25 PM
To: Faircloth, Justin <justin.faircloth@inframark.com>
Subject: SOLitude Lake Management Update

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Dear Justin Faircloth,

The past year and a half has been difficult for all of us. Like many others, our business has faced a variety of operational challenges, from increased labor costs and supply chain disruptions to rising vendor, product, and equipment expenses. As a result of these economic conditions, we have made the decision to update pricing for all accounts in the coming year.

Effective March 1, 2022, SOLitude will implement a 3.00% price increase on your annual management program for Heritage Lake Park CDD, which will be reflected in your March invoice.

Our mission at SOLitude is to preserve the natural ecological balance of aquatic ecosystems while providing clients with superior value and expertise in freshwater management. We will continue to fulfill that promise in 2022 and beyond. As always, we are committed to exploring new technologies and introducing management techniques to help optimize your budget and deliver lasting results for your waterbody.

We thank you for your continued partnership and trust in our business. If you have any questions about your contract, please contact me at 888-480-5253.

Sincerely,
Bill Kurth
bkurth@solitudelake.com

Please consider the environment before printing this e-mail.

Information in this message is confidential and is intended solely for the persons to whom it is addressed. If you are not the intended recipient please notify the sender and immediately delete this message from your computer.

This system may be monitored or recorded to secure the effective operation of the system and for other lawful purposes. Please check out the Privacy Notice on our website for details.

Ninth Order of Business

9A

HERITAGE LAKE PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2023

Version 1 - Proposed Budget:

(Printed on 2/24/22 7:25 PM)

Prepared by:



Table of Contents

	<u>Page #</u>
<u>OPERATING BUDGET</u>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances	1-5
Budget Narrative	6-24
Exhibit A - Allocation of Fund Balances	25
<u>DEBT SERVICE BUDGET</u>	
Series 2005	
Summary of Revenues, Expenditures and Changes in Fund Balances	26-27
Amortization Schedule	28
Budget Narrative	29
<u>SUPPORTING BUDGET SCHEDULE</u>	
Comparison of Assessment Rates	30

Heritage Lake Park
Community Development District

Operating Budget
Fiscal Year 2023

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JAN-2022	FEB SEPT-2022	PROJECTED FY 2021	BUDGET FY 2023
REVENUES							
Interest - Investments	\$ 2,794	\$ 1,108	\$ 400	\$ 242	\$ 484	\$ 726	\$ 400
Hurricane Irma FEMA Refund	811	-	-	-	-	-	-
Room Rentals	-	-	-	239	-	239	-
Recreational Activity Fees	7,225	-	8,000	-	8,000	8,000	8,000
Special Assmnts- Tax Collector	633,235	803,668	723,561	652,929	70,632	723,561	723,561
Special Assmnts- Discounts	(22,381)	(28,376)	(28,942)	(25,342)	-	(25,342)	(28,942)
Settlements	13,479	1,679	-	-	-	-	-
Other Miscellaneous Revenues	7,460	283	500	1,955	-	1,955	500
Gate Bar Code/Remotes	2,748	3,487	1,000	1,182	2,318	3,500	1,000
TOTAL REVENUES	645,371	781,849	704,519	631,205	81,434	712,639	704,519
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	9,600	10,400	12,000	4,000	8,000	12,000	12,000
FICA Taxes	734	796	918	306	612	918	918
ProfServ-Arbitrage Rebate	-	-	600	-	600	600	600
ProfServ-Dissemination Agent	1,093	1,126	1,160	-	1,160	1,160	1,195
ProfServ-Engineering	4,432	708	4,000	1,345	1,225	2,570	4,000
ProfServ-Legal Services	75,537	39,283	24,844	17,474	34,948	52,422	24,844
ProfServ-Mgmt Consulting Serv	57,261	58,656	60,476	20,159	40,317	60,476	62,290
ProfServ-Trustee Fees	4,771	4,771	5,000	4,771	-	4,771	4,771
ProfServ-Web Site Development	1,278	-	-	-	-	-	-
ProfServ-Website Maintenance	-	2,869	1,356	840	904	1,744	1,356
Auditing Services	3,725	3,725	3,725	-	3,725	3,725	3,725

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JAN-2022	FEB SEPT-2022	PROJECTED FY 2021	BUDGET FY 2023
Postage and Freight	821	677	600	202	404	606	600
Insurance - General Liability	2,553	4,132	4,255	4,317	-	4,317	4,447
Printing and Binding	11	5	50	-	10	10	50
Legal Advertising	2,123	1,042	2,000	180	1,583	1,763	2,000
Misc-Bank Charges	61	344	100	254	96	350	100
Misc-Assessmnt Collection Cost	3,896	5,246	14,471	12,552	1,413	13,965	14,471
Misc-Contingency	6,685	-	-	-	-	-	-
Office Supplies	-	-	35	-	35	35	35
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	174,756	133,955	135,765	66,575	95,032	161,607	137,577
Field							
ProfServ-Field Management	6,968	5,729	5,901	1,967	3,934	5,901	6,078
ProfServ-Mgmt Consulting Services	-	3,156	-	2,063	-	2,063	-
ProfServ-Wetlands	10,680	10,680	10,680	3,560	7,120	10,680	10,680
Contracts-Landscape	66,975	69,912	72,009	24,003	48,006	72,009	74,170
Contracts-Buffer Wall	13,600	3,500	7,000	-	7,000	7,000	7,000
R&M-General	10,955	7,524	9,600	68	7,432	7,500	9,600
R&M-Irrigation	11,776	54,849	12,000	3,734	7,468	11,202	12,000
R&M-Lake	5,053	-	5,000	2,775	2,225	5,000	5,000
R&M-Mulch	5,390	7,200	7,200	7,200	-	7,200	7,200
R&M-Sidewalks	-	-	3,000	-	3,000	3,000	3,000
R&M-Tree and Trimming	5,105	9,405	5,995	-	5,995	5,995	5,995
R&M-Lights	1,516	3,187	3,000	1,899	1,101	3,000	3,000
R&M-Wall	7,779	3,933	8,000	-	8,000	8,000	8,000
Misc-Contingency	75	9,227	20,448	-	10,000	10,000	17,427
Total Field	145,872	188,302	169,833	47,269	111,281	158,550	169,150

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JAN-2022	PROJECTED FEB SEPT-2022	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2023
				-			
Utilities							
Communication - Telephone	498	742	700	282	564	846	900
Electricity - General	5,408	4,886	4,700	1,853	3,706	5,559	6,000
Internet Services	2,350	2,901	2,700	1,039	2,094	3,133	3,141
Total Utilities	8,256	8,529	8,100	3,174	6,364	9,538	10,041
Gatehouse							
Towing Services	-	-	250	-	-	-	250
Contracts-Gates	1,080	-	1,080	1,080	-	1,080	1,080
Contracts-Security System	56,698	57,918	59,004	19,711	39,578	59,289	61,148
Electricity - General	2,545	2,925	3,000	915	1,830	2,745	3,000
R&M-Buildings	384	50	500	-	500	500	500
R&M-Gate	4,164	3,388	3,000	1,763	1,237	3,000	3,000
Misc-Contingency	1,212	6,217	5,000	4,007	993	5,000	5,000
Total Gatehouse	66,083	70,498	71,834	27,476	44,138	71,614	73,978
Clubhouse and Recreation							
Payroll-Salaries	17,813	16,146	18,000	4,573	13,427	18,000	18,000
Payroll-Maintenance	-	9,750	10,400	3,290	7,110	10,400	10,400
Payroll Taxes	243	1,981	2,173	602	1,571	2,173	2,173
Workers' Compensation	638	592	800	-	600	600	800
Fire Alarm Monitoring	540	540	540	270	270	540	540
Contracts-Fountain	680	680	680	170	510	680	680
Contracts-Security Camera	550	550	550	-	550	550	550
Contracts-Pools	8,400	14,400	15,160	4,360	5,600	9,960	15,580
Contracts-Cleaning Services	10,073	12,420	12,420	4,140	8,280	12,420	12,420
Contracts-HVAC	1,968	1,968	1,968	-	1,968	1,968	1,968
Contracts-Pest Control	1,800	1,800	1,800	600	1,200	1,800	1,800

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JAN-2022	FEB SEPT-2022	PROJECTED FY 2021	BUDGET FY 2023
Contracts-Security System	9,025	9,718	9,866	3,289	6,577	9,866	10,162
Pest Control - Bldg/Gnds	-	1,895	1,620	-	1,620	1,620	1,620
Contractual Maint. Services	7,493	-	-	-	-	-	-
Electricity - General	16,339	15,716	18,000	5,783	11,566	17,349	18,000
Utility - Refuse Removal	3,413	2,933	2,800	1,060	2,119	3,179	3,179
Utility - Water & Sewer	5,498	6,068	5,600	2,130	4,260	6,390	6,500
Insurance - Property	31,537	37,696	38,827	32,283	-	32,283	33,251
R&M-General	11,093	4,460	4,000	994	3,006	4,000	4,000
R&M-Fountain	156	154	500	317	183	500	500
R&M-Pools	58,176	7,441	23,657	538	9,462	10,000	23,657
R&M - Tennis Courts	44	72	1,000	2,555	-	2,555	6,000
R&M - Fitness Equipment	3,919	1,554	2,800	717	2,083	2,800	2,800
R&M - Fitness Center	2,070	351	2,000	227	1,773	2,000	2,000
R&M - Security Cameras	135	1,441	1,000	1,620	-	1,620	1,000
R&M-Backflow Inspection	154	145	154	130	24	154	154
Fire Ext Inspection & Repairs	88	98	500	-	500	500	500
R&M-Fire Alarm	1,513	-	500	400	100	500	500
Fire Alarm Inspection	198	198	200	-	200	200	200
R&M-Fire Sprinklers	3,243	450	500	-	500	500	500
R&M - Computer/Internet	562	1,525	2,500	2,530	-	2,530	2,500
Misc-Cable TV Expenses	1,390	1,204	1,398	424	863	1,287	1,398
Misc-Clubhouse Activities	7,391	34	4,800	226	4,574	4,800	4,800
Misc-Contingency	15,245	4,840	19,100	95	4,905	5,000	19,100
Office Supplies	1,043	2,177	3,000	371	2,629	3,000	3,000
Cleaning Supplies	286	373	2,600	113	2,487	2,600	2,600
Cleaning Services	150	-	500	-	500	500	500
Cap Outlay - Other	-	29,928	17,025	13,211	-	13,211	10,392
Total Clubhouse and Recreation	222,866	191,298	228,938	87,018	101,018	188,036	223,725

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JAN-2022	PROJECTED FEB SEPT-2022	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2023
Debt Service							
Principal Line of Credit/Note	-	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-	-
Total Debt Service	-	-	-	-	-	-	-
Reserves							
Reserve-Irrigation System	-	-	-	-	-	-	-
Reserve-Roadways	6,675	-	32,394	-	-	-	32,394
Reserve-Stormwater System	12,471	-	29,220	-	-	-	29,220
Reserve-Wall	-	-	28,435	-	-	-	28,435
Total Reserves	19,146	-	90,049	-	-	-	90,049
TOTAL EXPENDITURES & RESERVES	636,979	592,582	704,519	231,512	357,832	589,344	704,519
Excess (deficiency) of revenues							
Over (under) expenditures	8,392	189,267	-	399,693	(276,398)	123,295	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	8,392	189,267	-	399,693	(276,398)	123,295	-
FUND BALANCE, BEGINNING	364,546	372,938	562,205	562,205	-	562,205	685,499
FUND BALANCE, ENDING	\$ 372,938	\$ 562,205	\$ 562,205	\$ 961,898	\$ (276,398)	\$ 685,499	\$ 685,499

Budget Narrative
Fiscal Year 2023

REVENUES

Interest – Investments

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

Recreational Activity Fees

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

Special Assessment - Tax Collector

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

Special Assessment - Discounts

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

Other Miscellaneous Revenues

Revenue received from miscellaneous sources.

Gate Bar Code/Remotes

Revenue received from the sales of gate remotes.

Budget Narrative
Fiscal Year 2023

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 2023

EXPENDITURES

Administrative (continued)

Professional Services - Management Consulting

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

VENDOR	DESCRIPTION	AMOUNT
Inframark (\$60 included for P/R processing fee)	CDD Management	\$5,190.86/month
	TOTAL	\$62,290

Professional Services – Trustee Fees

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

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

Professional Services – Website Maintenance

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

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Administrative (continued)

Auditing Services

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

VENDOR	DESCRIPTION	AMOUNT
Berger, Toombs, Elam, Gaines & Frank	Financial Audit	\$3,725
	TOTAL	\$3,725

Postage and Freight

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

Insurance - General Liability

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

VENDOR	DESCRIPTION	AMOUNT
PGIT	Public Officials and Employment Practices Liability	\$4,447
	TOTAL	\$4,447

Printing and Binding

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Administrative *(continued)*

Legal Advertising

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

Miscellaneous - Bank Charges

Fees associated with maintaining the District's bank accounts.

Miscellaneous - Assessment Collection Cost

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

Office Supplies

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

Annual District Filing Fee

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field

Professional Services - Field Management

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

VENDOR	DESCRIPTION	AMOUNT
Inframark	Field Management	\$506.50/month
	TOTAL	\$6,078

Professional Services - Wetlands

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

VENDOR	DESCRIPTION	AMOUNT
Solitude Lake Management	Lake&Water Mgmt	\$890/month
	TOTAL	\$10,680

Contracts – Landscape

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

VENDOR	DESCRIPTION	AMOUNT
Down To Earth Landscape & Irrigation.	Lawn/ Irrigation Maintenance	\$6,180.83/month
	TOTAL	\$74,170

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field (continued)

Contracts - Buffer Wall

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

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

R&M - General

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

R&M - Irrigation

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

R&M - Lake

Unscheduled lake maintenance not included in contract.

R&M - Mulch

Mulch needed for District property.

R&M - Sidewalks

Maintenance of District sidewalks.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field *(continued)*

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 2023

EXPENDITURES

Utilities

Communication - Telephone

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

Electricity - General

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

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

Internet Services

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

VENDOR	DESCRIPTION/ACCOUNT#	AMOUNT
Comcast	25635 Heritage Lake Blvd, 8535 10 060 0862663	
Comcast	25365 Rampart Blvd, 8535 10 060 0813872	
	TOTAL	\$ 3,141

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Gatehouse

Towing Services

Costs for towing services.

Contracts - Gates

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

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

Contracts – Security System

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

VENDOR	DESCRIPTION	AMOUNT
Hidden Eyes LLC	Security System	\$5,095.65/month
	TOTAL	\$61,148

Electricity - General

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

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Gatehouse *(continued)*

R&M - Building

General maintenance cost related to the gatehouse.

R&M - Gate

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

Miscellaneous - Contingency

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

Clubhouse and Recreation

Payroll - Salaries

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

JOB	DESCRIPTION	AMOUNT
Office Activities Coordinator	Salary	5 days per week
	TOTAL	\$18,000

Payroll - Maintenance

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

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Clubhouse and Recreation (continued)

Payroll Taxes

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

Workers' Compensation

Workers' compensation on office personnel's compensation.

Fire Alarm Monitoring

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

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

Contracts - Fountain

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

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts – Security Camera

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

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

Contracts - Pools

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

VENDOR	DESCRIPTION	AMOUNT
Howard's Pool World, Inc.	Pool Maintenance	\$735/month plus extra cleaning
	TOTAL	\$15,580

Contracts - Cleaning Services

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

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts - HVAC

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

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

Contracts-Pest Control

Monthly pest control service.

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Clubhouse and Recreation (continued)

Contracts – Security System

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

VENDOR	DESCRIPTION	AMOUNT
Hidden Eyes LLC	Security System	\$846.81/month
	TOTAL	\$10,162

Pest Control – Building/Grounds

Incidental pest control services not part of contract.

Electricity - General

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

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

Utility - Refuse Removal

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

VENDOR	DESCRIPTION	AMOUNT
Waste Management	Trash removal 8-yard dumpster	\$264.93/month
	TOTAL	\$3,179

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Clubhouse and Recreation (continued)

Utility - Water & Sewer

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

Insurance - Property

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

VENDOR	DESCRIPTION	AMOUNT
PGIT	Property & Inland Marine/Vehicle	\$33,251
	TOTAL	\$33,251

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 2023

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 2023

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 2023

EXPENDITURES

Reserves

Reserve – Roadways

Reserves for the District roadways.

Reserve – Stormwater System

Reserves for the stormwater system.

Reserves – Wall

Reserves for the exterior wall.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 685,499
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	90,049

Total Funds Available (Estimated) - 9/30/2023	775,548
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ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - Operating Capital		151,019 ⁽¹⁾
Reserves Capital Projects (Prior Years)	76,539	<u>76,536</u>
Reserves - Legal (Prior Years)	3,792	<u>3,792</u>
Reserves -Roadways (Prior Years)	220,780	
Reserves -Roadways FY 2022	32,394	
Reserves -Roadways FY 2023	32,394	<u>285,568</u>
Reserves -Stormwater system (Prior Years)	45,969	
Reserves -Stormwater system FY 2022	29,220	
Reserves -Stormwater system FY 2023	29,220	<u>104,409</u>
Reserves -Wall (Prior Years)	56,870	
Reserves -Wall FY 2022	28,435	
Reserves -Wall FY 2023	28,435	<u>113,740</u>
	Subtotal	<u>584,045</u>

Total Allocation of Available Funds	735,064
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Total Unassigned (undesignated) Cash	\$ 40,484
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Notes

(1) Represents approximately 3 months of operating expenditures.

Heritage Lake Park
Community Development District

Debt Service Budget
Fiscal Year 2023

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JAN-2022	PROJECTED FEB SEPT-2022	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2023
REVENUES							
Interest - Investments	\$ 1,501	\$ 13	\$ 30	\$ 3	\$ 6	\$ 9	\$ 10
Special Assmnts- Tax Collector	180,800	180,800	180,800	162,024	18,776	180,800	180,800
Special Assmnts- Discounts	(6,359)	(6,353)	(7,232)	(6,405)	-	(6,405)	(7,232)
TOTAL REVENUES	175,942	174,460	173,598	155,622	18,782	174,404	173,578
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,113	1,180	3,616	3,112	376	3,488	3,616
Total Administrative	1,113	1,180	3,616	3,112	376	3,488	3,616
<i>Debt Service</i>							
Principal Debt Retirement	75,000	80,000	85,000	-	85,000	85,000	85,000
Principal Prepayments	5,000	5,000	-	5,000	-	5,000	-
Interest Expense	112,433	107,873	103,170	51,585	51,585	103,170	98,325
Total Debt Service	192,433	192,873	188,170	56,585	136,585	193,170	183,325
TOTAL EXPENDITURES	193,546	194,053	191,786	59,697	136,961	196,658	186,941
Excess (deficiency) of revenues							
Over (under) expenditures	(17,604)	(19,593)	(18,188)	95,925	(118,179)	(22,254)	(13,363)

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JAN-2022	PROJECTED FEB SEPT-2022	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2023
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	(18,188)	-	-	-	(13,363)
TOTAL OTHER SOURCES (USES)	-	-	(18,188)	-	-	-	(13,363)
Net change in fund balance	(17,604)	(19,593)	(18,188)	95,925	(118,179)	(22,254)	(13,363)
FUND BALANCE, BEGINNING	233,327	215,723	196,130	196,130	-	196,130	173,876
FUND BALANCE, ENDING	\$ 215,723	\$ 196,130	\$ 177,942	\$ 292,055	\$ (118,179)	\$ 173,876	\$ 160,513

HERITAGE LAKE PARK

Community Development District

Series 2005 - Special Assessment Revenue Bonds

AMORTIZATION SCHEDULE

DATE	BALANCE	RATE	PRINCIPAL	Extra. Remdmt	INTEREST	TOTAL
11/01/2022	\$ 1,720,000.00	5.70%	\$ -		\$ 49,020.00	\$ 49,020.00
5/01/2023	\$ 1,720,000.00	5.70%	\$ 85,000.00		\$ 49,020.00	\$ 134,020.00
11/01/2023	\$ 1,635,000.00	5.70%	\$ -		\$ 46,597.50	\$ 46,597.50
5/01/2024	\$ 1,635,000.00	5.70%	\$ 90,000.00		\$ 46,597.50	\$ 136,597.50
11/01/2024	\$ 1,545,000.00	5.70%	\$ -		\$ 44,032.50	\$ 44,032.50
5/01/2025	\$ 1,545,000.00	5.70%	\$ 95,000.00		\$ 44,032.50	\$ 139,032.50
11/01/2025	\$ 1,450,000.00	5.70%	\$ -		\$ 41,325.00	\$ 41,325.00
5/01/2026	\$ 1,450,000.00	5.70%	\$ 100,000.00		\$ 41,325.00	\$ 141,325.00
11/01/2026	\$ 1,350,000.00	5.70%	\$ -		\$ 38,475.00	\$ 38,475.00
5/01/2027	\$ 1,350,000.00	5.70%	\$ 110,000.00		\$ 38,475.00	\$ 148,475.00
11/01/2027	\$ 1,240,000.00	5.70%	\$ -		\$ 35,340.00	\$ 35,340.00
5/01/2028	\$ 1,240,000.00	5.70%	\$ 115,000.00		\$ 35,340.00	\$ 150,340.00
11/01/2028	\$ 1,125,000.00	5.70%	\$ -		\$ 32,062.50	\$ 32,062.50
5/01/2029	\$ 1,125,000.00	5.70%	\$ 120,000.00		\$ 32,062.50	\$ 152,062.50
11/01/2029	\$ 1,005,000.00	5.70%	\$ -		\$ 28,642.50	\$ 28,642.50
5/01/2030	\$ 1,005,000.00	5.70%	\$ 125,000.00		\$ 28,642.50	\$ 153,642.50
11/01/2030	\$ 880,000.00	5.70%	\$ -		\$ 25,080.00	\$ 25,080.00
5/01/2031	\$ 880,000.00	5.70%	\$ 130,000.00		\$ 25,080.00	\$ 155,080.00
11/01/2031	\$ 750,000.00	5.70%	\$ -		\$ 21,375.00	\$ 21,375.00
5/01/2032	\$ 750,000.00	5.70%	\$ 140,000.00		\$ 21,375.00	\$ 161,375.00
11/01/2032	\$ 610,000.00	5.70%	\$ -		\$ 17,385.00	\$ 17,385.00
5/01/2033	\$ 610,000.00	5.70%	\$ 145,000.00		\$ 17,385.00	\$ 162,385.00
11/01/2033	\$ 465,000.00	5.70%	\$ -		\$ 13,252.50	\$ 13,252.50
5/01/2034	\$ 465,000.00	5.70%	\$ 150,000.00		\$ 13,252.50	\$ 163,252.50
11/01/2034	\$ 315,000.00	5.70%	\$ -		\$ 8,977.50	\$ 8,977.50
5/01/2035	\$ 315,000.00	5.70%	\$ 155,000.00		\$ 8,977.50	\$ 163,977.50
11/01/2035	\$ 160,000.00	5.70%	\$ -		\$ 4,560.00	\$ 4,560.00
5/01/2036	\$ 160,000.00	5.70%	\$ 160,000.00		\$ 4,560.00	\$ 164,560.00
			\$ 1,720,000.00		\$ 812,250.00	\$ 2,532,250.00

Budget Narrative
Fiscal Year 2023

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 2023

Comparison of Assessment Rates
Fiscal Year 2023 Budget vs. Fiscal Year 2022 Budget

Neighborhoods	Total Units/Acres	ERU Per Unit	On-Roll ERUs	Off-Roll Units	2023 O & M Per Unit	2022 O & M Per Unit	Percent Change	2023 Debt Svc Per Unit	2022 Debt Svc Per Unit	Percent Change	2023 Total Per Unit	2022 Total Per Unit	Percent Change
Condo	246.00	1.00	246.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.79	\$ 2,072.79	0.0%
Park Villa	116.00	1.00	116.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 422.43	\$ 422.43	0.0%	\$ 2,072.79	\$ 2,072.79	0.0%
Luxury Villa	60.00	1.00	60.00	-	\$1,650.36	\$1,650.36	0.0%	\$ 464.67	\$ 464.67	0.0%	\$ 2,115.03	\$ 2,115.03	0.0%
	422.00		422.00	-									
Commercial	14.16	3.77	53.38	-	\$507.86	\$507.86	0.0%	\$ -	\$ -	0.0%	\$ 507.86	\$ 507.86	0.0%

9Di.



Service History Report

February 21, 2022
50097

Heritage Lake Park CDD

Date Range: 01/01/22..01/31/22

Toll Free: (888) 480-5253
Fax: (888) 358-0088
www.solitudelakemanagement.com

Service Date	1/12/2022	H2222
No.	PI-A00743760	
Order No.	SMOR-547825	
Contract No.	SVR06537	
Technician Name and State License #s	Wetlands Ft. Myers Robert Brookins (FL-CM16209)	
Service Item #	Description	Lake No.
H2222-WETLAND-ALL	Heritage Lake Park Cdd Wetlands	
Technician's Comments:	Treatment completed.	
General Comments:	Serviced Wetland Area	
Wetlands Invasive Species Control		Treated
Littoral Shelf Maintenance		Treated

Service Date	1/22/2022	H2222
No.	PI-A00745386	
Order No.	SMOR-547554	
Contract No.	SVR05926	
Technician Name and State License #s	Luis Eguia	
Service Item #	Description	Lake No.
H2222-LAKE-ALL	Heritage Lake Park Cdd LAKE ALL	ALL
Technician's Comments:	treated lakes for torpedograss, pennywort, alligator weed and exposed baby tearson lake banks.	
General Comments:	Inspected Lake	
Inspected for algae		OK
Inspected for Aquatic Weeds		Treated
Inspected for Undesirable Shoreline Vegetation		Treated



Service History Report

February 15, 2022
50097

Heritage Lake Park CDD

Date Range: 02/07/22..02/13/22

Toll Free: (888) 480-5253
Fax: (888) 358-0088
www.solitudelakemanagement.com

Service Date	2/11/2022	H2222
No.	PI-A00759113	
Order No.	SMOR-557334	
Contract No.	SVR05926	

Technician Name and State License #s

Luis Eguia

Service Item #	Description	Lake No.	Lake Name
H2222-LAKE-ALL	Heritage Lake Park Cdd LAKE ALL	ALL	
Technician's Comments:	treated lakes 1,2,3, and L-C for grasses pennywort cattails and sedge. treatedlakes 1,2,3,4 , and L-C for babytears.		
General Comments:	Inspected Lake		
Inspected for algae			Treated
Inspected for Aquatic Weeds			Treated
Inspected for Undesirable Shoreline Vegetation			Treated

9Dii.

PROPOSAL
SUNLAND PAVING CO., INC.
1012 LAS PALMAS COURT
PORT CHARLOTTE, FL 33980
PHONE 941-625-5888/ FAX 941-625-3914

Agenda Page #71

SUBMIT TO: JUSTIN / INFRAMARK	DATE: 2-28-2020
PHONE: CELL:	FAX:
JOB NAME: HERTIAGE LAKES	EMAIL:

PROPOSAL: LAY OUT AND STRIPE WITH LATEX TRAFFIC PAINT
THIS INCLUDES

- **CROSSWALK 94' X 12" STRIPES**
- **1 DOUBLE STOPBAR**
- **65' 6" DOUBLE YELLOW LINE**
- **65' WHITE LINE**
- **1 D.O.T. CURVED ARROW** **\$ 520.00**

****PLEASE VERIFY PRICE AFTER 30 DAYS FROM BID DATE****

SUNLAND PAVING IS NOT RESPONSIBLE (UNLESS STATED ABOVE) FOR THE FOLLOWING: ANY
UNMARKED UNDERGROUND UTILITIES IN WORK AREA

- PRE-EXISTING BASE MATERIAL AND ASPHALT FOR REFLECTIVE CRACKING.
- NO GUARANTEE POSITIVE DRAINAGE FOR PAVEMENT DESIGN WITH LESS THAN 1% SLOPE AND/OR INVERTED CROWNS
- NO GUARANTEE POSITIVE DRAINAGE ON RESURFACING PROJECT WITHOUT LEVELING COMPENSATION

GENERAL NOTES AND CONDITIONS:

- **THE PRESENT PRICE FOR ASPHALT IS \$65.27 PER TON. ANY INCREASE IN PRICE**
- **BETWEEN NOW AND TIME OF INSTALLATION WILL BE AN ADDITIONAL**
- **CHARGE.**
- QUOTE DOES NOT INCLUDE BONDING OR BOND COST
- QUOTE DOES NOT INCLUDE SURVEY, LINES AND GRADES, TESTING, PERMITS, OR AS BUILT DRAWING
- QUOTE IS GOOD FOR 90 DAYS FROM DATE ON QUOTE
- QUOTE IS FOR DAY TIME WORK, MONDAY THRU FRIDAY. NO NIGHT WORK OR WEEKENDS.
- AN AUTHORIZED REPRESENTATIVE OF THE CONTRACTOR/ OWNER SHALL BE PRESENT DURING OUR PORTION OF
- THE CONSTRUCTION TO OBSERVE PLACEMENT OF THE ASPHALT AND MUST NOTE ANY CONCERNS PRIOR TO
- SUNLAND PAVING DEMOBILIZATION
- FINISH GRADE WORK TO BE DONE BY OTHERS.
- SUNLAND PAVING WILL NOT BE RESPONSIBLE FOR ANY OVER RUN. ANY ADDITIONAL ASPHALT WILL BE
- CHARGED AT \$175.00/ TON PLUS TAX.
- NO ADDITIONAL WORK WILL BE DONE WITHOUT A SIGNED CHANGE ORDER
- OWNER OR CONTRACTOR MUST PROVIDE BONDING INFORMATION OR NOTICE OF COMMENCEMENT BEFORE
- WORK CAN BEGIN
- NO M. O. T.
- IN THE EVENT OF LITIGATION ARISING OUT OF THIS AGREEMENT, THE PREVAILING PARTY WILL RECOVER ALL
- COST AND REASONABLE ATTORNEY FEES.
- PAYMENT IS DUE UPON COMPLETION. ANY PAYMENT NOT PAID WITHIN THE AGREEMENT WILL BEAR INTEREST
- AT THE RATE OF 1.5% MONTHLY, 18% ANNUALLY.

ACCEPTANCE OF THE PROPOSAL BY CONTRACTOR OR OWNER:

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

ACCEPTED DATE: _____ SIGNATURE: _____

ACCEPTANCE OF THE PROPOSAL BY SUNLAND PAVING CO., INC.

ACCEPTED DATE: _____ SIGNATURE: _____

TENTH ORDER OF BUSINESS

10A

JOINT DEFENSE AGREEMENT

This Joint Defense Agreement, dated February ____, 2022, is made by and between the HERITAGE LAKE PARK COMMUNITY DEVELOPMENT DISTRICT (the “District”) and HERITAGE LAKE PARK COMMUNITY ASSOCIATION, INC. (the “Association”). The Association and the District are also referred to herein individually as a “Party” and collectively as the “Parties.”

1. The Parties and the Election.

The District is the owner of certain property portions of which are located within the Park Villas II Neighborhood and Park Villas III Neighborhood subject to the terms and conditions of the Declaration of Restrictions for Park Villas II Neighborhood at Heritage Lake Park recorded at Official Records Book 2897, Pages 959-978 of the Public Records of Charlotte County, Florida, and the Declaration of Restrictions for Park Villas III Neighborhood at Heritage Lake Park recorded at Official Records Book 2984, Pages 435-454 of the Public Records of Charlotte County, Florida (collectively, the “Declarations”). The District has requested the Association to undertake and perform any and all actions necessary to secure the vote of its members to approve the removal of existing lots 81 through 92 from the Park Villas II Neighborhood at Heritage Lake Park, and existing lots 93 through 108 from the Park Villas III Neighborhood at Heritage Lake Park (collectively, the “Lots”), at the annual meeting of the Heritage Lake Park Community Association on February 16, 2022 (the “Election”).

2. The Existence of Common Interests.

In connection with the Election, the Parties have concluded that there exists a mutuality of interests among and between them, and that facts known to each of them and others may assist each Party should a suit be brought by a resident within the Heritage Lake Park community to challenge the results of the election or the removal of the Lots from their existing neighborhood

and the subsequent formation of a new Park Villas IV Neighborhood and inclusion of the Lots therein (“Litigation”). The Parties therefore acknowledge and agree that they share certain common interests and that their interests will be best served if they can exchange information, documents, and things subject to the continued protection of the attorney-client, attorney work-product and other privileges and doctrines.

3. Costs of Litigation.

The District shall assume the responsibility to defend the Litigation and pay the costs and expenses of such defense.

4. Sharing Joint Defense Materials.

The Parties agree that they shall cooperate with each other reasonably in the joint defense and prosecution of the Parties’ common interests to the extent permitted by law pursuant to the joint defense doctrine, the common interest rule, and all laws and rules applicable thereto. To that end, the Parties may share information, documents and things protected from disclosure by the attorney-client privilege, the work product doctrine and other privileges and doctrines in order to advance claims that they are jointly pursuing or may jointly pursue or to assert common or joint defenses to claims that are or may be asserted in any litigation against the Association related to the Election. To further those common interests, the Parties may exchange privileged and work product information, both orally and in documents or electronic or other formats, including, but not limited to, correspondence; memos; files and their contents; product designs and models; factual records, analyses and reports; mental impressions of theirs and their attorneys or other consultants; legal research and memoranda; reports of witness interviews conducted jointly or severally; draft discovery responses, briefs, motions and pleadings; information or other documents and things created or acquired by or on behalf of a Party; evidence and other

information, including, but not limited to, confidential information and confidential documents or things owned or possessed by one or another of them and personnel, financial and other proprietary and trade secret information and documents (collectively all information, documents and things described in this paragraph is referred to herein as “Joint Defense Materials”). The Parties would not disclose such Joint Defense Materials but for their mutual and common interests in the defense of in any litigation against the Association related to the Election, the prosecution of claims related thereto and the existence of this Joint Defense Agreement.

The Parties further agree that other legal memoranda or other documents of any kind which are exchanged among Counsel for the Parties, will remain confidential and protected from disclosure to any third party by the Parties’ attorney-client privileges and by each Client’s work product privileges and/or any other applicable privilege.

5. Preservation of All Privileges.

The Parties agree that the disclosure of Joint Defense Materials between them, or as otherwise provided in this Joint Defense Agreement is not intended to waive any applicable privilege or protection. The Parties agree that the Joint Defense Materials will be protected from disclosure by the attorney-client, work product or other applicable privileges or doctrines, even if such materials are exchanged between or among the Parties, counsel for the Parties or other persons to which disclosure is permitted pursuant to this Joint Defense Agreement.

6. No Disclosure to Third Parties.

Each Party agrees that it will not disclose or permit disclosure of any Joint Defense Materials received from any Party to anyone except: (a) counsel for the Party employed in connection with in any litigation against the Association related to the Election; (b) personnel employed by such counsel to assist in rendering professional legal services or expert assistance in

connection with in any litigation against the Association related to the Election; and (c) employees or agents of the Party, provided they have a substantial, bona-fide reason to access the Joint Defense Materials that is related to defenses and claims that may be presented by the Party in in any litigation against the Association related to the Election; and (d) any actual or prospective expert or lay witnesses of the Party for use solely in connection with testimony to be delivered in in any litigation against the Association related to the Election. Persons with whom Joint Defense Materials are shared will be expected to treat Joint Defense Materials in accordance with the terms of this Joint Defense Agreement. All Parties to this Joint Defense Agreement, personnel employed by their counsel to assist in rendering professional legal services or expert assistance in connection with in any litigation against the Association related to the Election, employees and agents of Parties and, except to the extent used in connection with testimony delivered in in any litigation against the Association related to the Election, counsel to the Parties and all actual or prospective expert or lay witnesses will keep all Joint Defense Materials confidential. **HOWEVER**, it is understood and acknowledged that both Parties are subject to the Public Records laws of the State of Florida and that Joint Defense Materials may be or may become subject to public disclosure under those laws. If either Party receives a request for disclosure of Joint Defense Materials pursuant to the Public Records laws, all applicable exemptions shall be asserted by the Party and each Party shall give the other Parties reasonable opportunity to assert the application of an exemption, subject to the Parties' disclosure obligations under the Public Records laws. Either Party's good faith compliance with the Public Records laws in disclosing Joint Defense Materials, subject to the assertion of all applicable exemptions, shall not violate this Agreement.

7. Inadvertent or Unauthorized Disclosures.

Inadvertent or unauthorized disclosure of information or material covered by this Joint

Defense Agreement shall not operate as a waiver with respect to any information or material shared under this Joint Defense Agreement.

8. Limited Use of Joint Defense Materials.

Subject to the terms hereof, the Joint Defense Materials and information derived therefrom shall be used solely in accordance with the directions of a Party or its counsel in connection with any litigation against the Association related to the Election, including in connection with investigating allegations and preparation and presentation of a defense and claims and testimony in any litigation against the Association related to the Election. Except as permitted in Paragraph 6, no Party shall disclose Joint Defense Materials, information contained therein, or information derived therefrom to any third party in any negotiations, discussions, exchange of information, or communications including, but not limited to, negotiations or discussions in connection with the disposition of in any litigation against the Association related to the Election, without the consent of the Party from which such Joint Defense Materials were obtained. Any documents or things shared by any Party in connection with the joint defense effort shall be returned upon request to the Party providing them and no copies shall be retained.

9. Notice of Discovery Demands.

In the event a Party receives a discovery request for the production of Joint Defense Materials or is asked to testify concerning the existence or content of Joint Defense Materials or information derived there from, that Party will notify the Party from which it obtained the Joint Defense Materials being sought and share its intentions and views as to what items should be produced or disclosed. Each Party agrees, at the request and expense of the Party furnishing the Joint Defense Materials, to assert and diligently pursue whatever objections and privileges to the production or testimony the furnishing Party may specify. Notwithstanding anything else herein

contained, the Party in possession of Joint Defense Materials may comply with the terms of an order by a court having jurisdiction over it.

10. No Agency or Waiver.

This Joint Defense Agreement shall not create any agency or similar relationship between the Parties. No Party shall have authority to waive any applicable privilege or doctrine on behalf of any other Party; nor shall any waiver of an applicable privilege or doctrine by the conduct of any Party be construed to apply to any other Party. Nothing in this Joint Defense Agreement shall be construed to constitute a waiver of any privilege, immunity or other protection against disclosure held jointly or individually by any Party to this Agreement. Nor shall anything in this Joint Defense Agreement be construed to waive or affect in any way the defenses and limited appearance of individuals in any litigation against the Association related to the Election relating to personal jurisdiction or the defenses and counterclaims of the Parties.

11. Recognition of Possible Conflicts.

The Parties recognize that they may have, or may develop, positions adverse to one another and, if so, that participation in this Joint Defense Agreement and/or the employment of common counsel may create conflicts of interest with respect to the Parties and any counsel. They understand the limitations on the direct use of the information obtained pursuant to this Joint Defense Agreement and that participation in this Joint Defense Agreement and/or the use of common counsel may negatively affect maintenance of their respective positions in connection with any litigation against the Association related to the Election. The Parties to this Joint Defense Agreement represent that they have considered the foregoing and have consulted legal counsel of their choosing regarding it and believe that the benefits of participation in this Joint Defense Agreement outweigh any disadvantages.

12. Waiver of Any Disqualification Rights.

Each Party to this Joint Defense Agreement, after full opportunity to discuss the matter with legal counsel of its choosing, waives any right to seek disqualification of counsel for any other Party to the Joint Defense Agreement based upon disclosure and/or receipt of information pursuant to this Joint Defense Agreement. This waiver contemplates, among other things, the prospect that representatives of a Party to this Joint Defense Agreement might be subject to cross-examination by counsel for another Party to the Joint Defense Agreement, and that during such examination, information derived from confidential information disclosed pursuant to this Joint Defense Agreement might be used against that Party.

13. Effective Date; Counterparts.

This Joint Defense Agreement is executed effective as of the date above written. This Joint Defense Agreement covers and includes any Joint Defense Materials exchanged by the Parties prior to the execution of this Joint Defense Agreement. This Joint Defense Agreement may be executed in counterparts, each of which shall constitute an integrated and enforceable whole.

14. Modifications and Termination of the Joint Defense Agreement.

This Joint Defense Agreement cannot be modified except in writing signed by all Parties. However, any signatory to this Joint Defense Agreement is free to withdraw from it upon giving express notification to all other signatories, in which case this Joint Defense Agreement shall no longer be operative as to the withdrawing party but shall continue to protect all communications and information covered by the Joint Defense Agreement and disclosed to the withdrawing party prior to the party's notification of withdrawal. Immediately upon demand, a withdrawing party and that party's counsel shall immediately return all joint defense materials and copies thereof.

15. Captions; Entirety; No Inducement.

Captions are inserted herein for the purposes of convenience and do not modify or control any of the provisions hereof. This Joint Defense Agreement sets forth the terms of any and all agreements between the Parties with respect to in any litigation against the Association related to the Election and the subject matter hereof. No other representation or other act or omission has induced any Party to enter into this Joint Defense Agreement.

[BALANCE OF PAGE INTENTIONALLY LEFT BLANK]

16. Authority.

This Joint Defense Agreement is signed by representatives of the respective Parties, who represent that they have authority to bind their respective Parties to the terms of this Joint Defense Agreement.

**Heritage Lake Park Community
Development District**

By: _____

Print Name: _____

Title: _____

Date: _____

**Heritage Lake Park Community
Association, Inc.**

By:  _____

Print Name: Michael Shelley

Title: President HLPCHA

Date: 02/23/2022