

**Heritage Bay  
Community Development District**

**May 7, 2020**

**Agenda Package**

## **Heritage Bay Community Development District**

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### **Inframark, Infrastructure Management Services**

210 N. University Drive, Suite 702, Coral Springs, Florida 33071

Telephone: 954-603-0033 Fax: 954-345-1292

April 30, 2020

Board of Supervisors  
Heritage Bay  
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Heritage Bay Community Development District will be held on **Thursday, May 7, 2020 at 9:00 a.m.** via conference call under **Florida Executive Order 20-69. Call in – Join by Phone 800-747-5150 Access Code 7850675#.** Following is the advance agenda for the meeting:

1. Roll Call
2. Approval of Agenda
3. Public Comments on Agenda Items
4. Engineer's Report
  - A. Project Summary
    - i. Q.E. Open Items for Completion
  - B. Water Test Results-April 2020 Testing
  - C. SFWMD Lake 30 C.S. Modification Acceptance
5. Attorney's Report
  - A. Internal Controls Requirements
  - B. Review of Inframark Infrastructure Management Services Master Agreement
6. Lake & Wetland Management Monthly Inspections and Service Reports
  - A. Discussion of Proposed Littoral Plantings
7. Old Business
  - A. FY 2020 Lake Bank Erosion Restoration Update and Timing
  - B. Lake 4 Drainage Issue – Terrace 4
8. New Business
  - A. Discussion of FY 2021 Budget
  - B. Consideration of Resolution 2020-5 Approving the Fiscal Year 2021 Budget and Setting a Public Hearing
9. Manager's Report
  - A. Approval of the Minutes of the March 5, 2020 Meeting
  - B. Acceptance of Financials
  - C. Resolution 2020-4 General Election
  - D. Number of Registered Voters
  - E. Field Manager's Report

- F. Follow Up Items
  - i. FEMA Update
- 10. Supervisors' Reports, Requests, and Comments
- 11. Chairman's Comments
- 12. Audience Comments
- 13. Adjournment

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 give their reports at the meeting. If you have any questions, please contact me.

Sincerely,  
*Justin Faircloth*

Justin Faircloth, District Manager

## **Fourth Order of Business**

**4C.**



***Delivered via email***

April 14, 2020

Justin Faircloth  
Heritage Bay Community Development District  
5726 Corporation Circle  
Fort Myers, FL 33905

**Subject: Heritage Bay CDD - Lake 30 Control Structure Modification  
Construction Completion Certification Acceptance  
Permit No. 11-02234-P-10, Application No. 171229-4  
Collier County, S24/T48S/R26E**

Dear Mr. Faircloth:

This letter is to acknowledge receipt of your Florida registered professional's construction completion certification (CCC) pertaining to the stormwater management system referenced above. The submitted information has been accepted and incorporated into the permit file.

This acceptance is based on the District's review of the "As-built Certification and Request for Conversion to Operation Phase", Form 62-330.310(1), and a determination that construction is in substantial conformance with the plans and specifications approved by the District, in accordance with Section 62-330.310, Florida Administrative Code (FAC). The permit file has been updated to reflect this determination.

By accepting the Florida registered professional's certification, District staff considers the stormwater management system permitted under the above-referenced application number(s) to be in compliance with permit conditions pertaining to the CCC and the above-referenced permit is hereby converted from the construction phase to the operation and maintenance phase.

Please be aware that all perpetual operation and maintenance requirements of this permit are the responsibility of the permittee and that the District reserves the right to inspect the project in the future to ensure continued compliance with the permit. If at any time it is determined that the constructed system is not operating as intended, you may be required to correct any construction deficiencies in the system necessary to meet District rule criteria.

Heritage Bay Cdd-Lake 30 Control Structure Modification  
Permit Number 11-02234-P-10  
Page 2

The District now has the capability of receiving certifications, as-built plans and AGI inspection reports, conversion/transfer forms and other documents electronically via the District's ePermitting website at [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting). For first-time users, an account will need to be created. Reports can be submitted through eCompliance/Environmental Resource.

If you have any questions or require additional assistance, please contact me at 239-338-2929 ext. 7792, or via e-mail at [rcasburn@sfwmd.gov](mailto:rcasburn@sfwmd.gov), in the Fort Myers Service Center.

Sincerely,

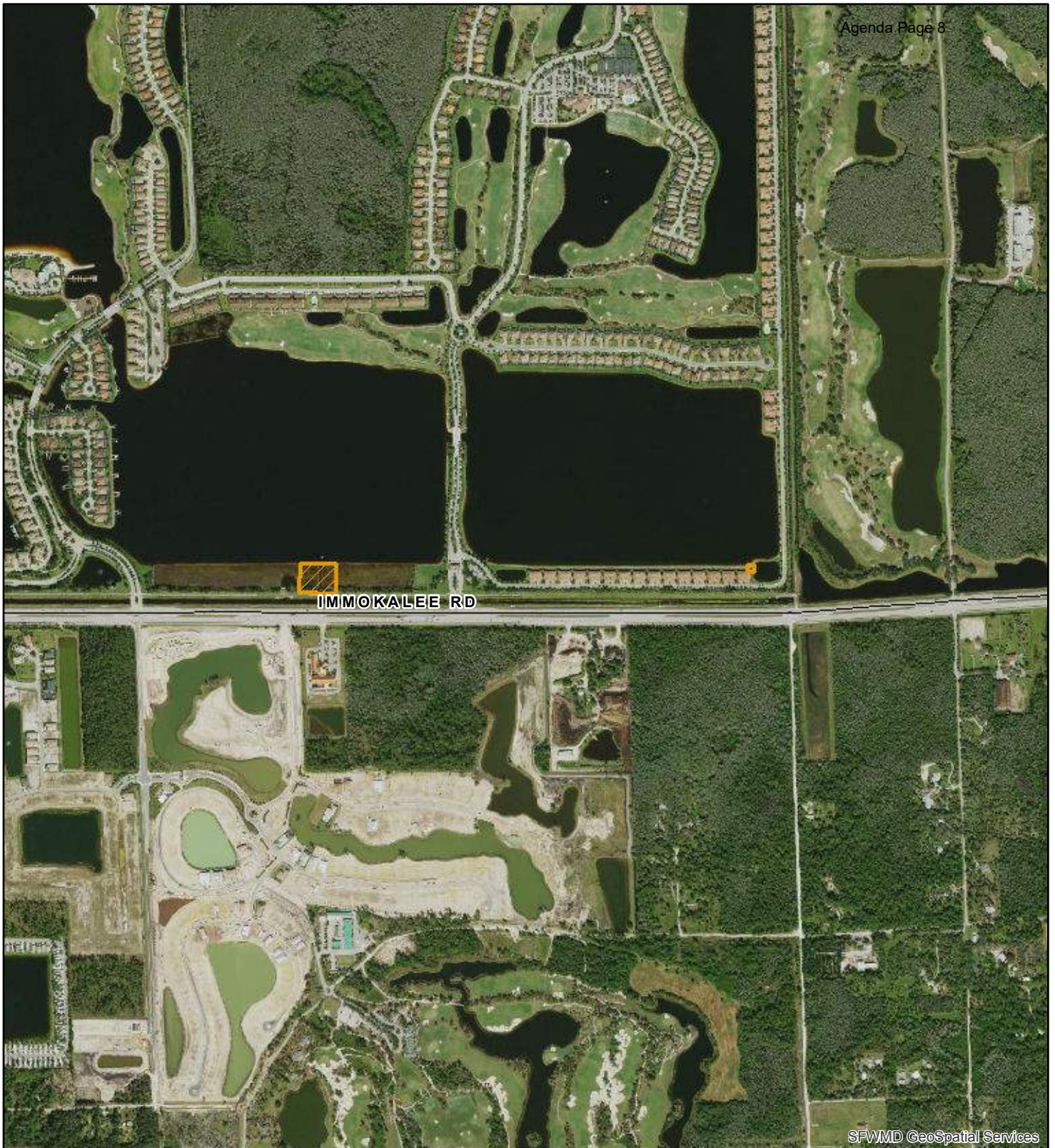
A handwritten signature in dark ink, appearing to read "Randall Casburn".

Randall Casburn, Engineering Specialist II  
Environmental Resource Bureau

Enclosure(s): Location Map  
Notice of Rights

c: Jeffrey Satfield, P.E., CPH, Inc. (via Email)





SFWMD GeoSpatial Services

Exhibit No: 1

Exhibit Created On:  
2018-03-15

COLLIER COUNTY, FL

## REGULATION DIVISION

Project Name: HERITAGE BAY CDD-LAKE 30  
CONTROL STRUCTURE MODIFICATION

N



0 0.175 0.35  
Miles



Application

Permit No: 11-02234-P-10

Application Number: 171229-4



South Florida Water Management District



## **NOTICE OF RIGHTS**

As required by Chapter 120, Florida Statutes, the following provides notice of the opportunities which may be available for administrative hearing pursuant to Sections 120.569 and 120.57, Florida Statutes, or judicial review pursuant to Section 120.68, Florida Statutes, when the substantial interests of a party are determined by an agency. Please note that this Notice of Rights is not intended to provide legal advice. Some of the legal proceedings detailed below may not be applicable or appropriate for your situation. You may wish to consult an attorney regarding your legal rights.

### **RIGHT TO REQUEST ADMINISTRATIVE HEARING**

A person whose substantial interests are or may be affected by the South Florida Water Management District's (District) action has the right to request an administrative hearing on that action pursuant to Sections 120.569 and 120.57, Florida Statutes. Persons seeking a hearing on a District decision which affects or may affect their substantial interests shall file a petition for hearing in accordance with the filing instructions set forth herein within 21 days of receipt of written notice of the decision unless one of the following shorter time periods apply: (1) within 14 days of the notice of consolidated intent to grant or deny concurrently reviewed applications for environmental resource permits and use of sovereign submerged lands pursuant to Section 373.427, Florida Statutes; or (2) within 14 days of service of an Administrative Order pursuant to Section 373.119(1), Florida Statutes. "Receipt of written notice of agency decision" means receipt of written notice through mail, electronic mail, posting, or publication that the District has taken or intends to take final agency action. Any person who receives written notice of a District decision and fails to file a written request for hearing within the timeframe described above waives the right to request a hearing on that decision.

If the District takes final agency action that materially differs from the noticed intended agency decision, persons who may be substantially affected shall, unless otherwise provided by law, have an additional point of entry pursuant to Rule 28-106.111, Florida Administrative Code.

Any person to whom an emergency order is directed pursuant to Section 373.119(2), Florida Statutes, shall comply therewith immediately, but on petition to the board shall be afforded a hearing as soon as possible.

A person may file a request for an extension of time for filing a petition. The District may grant the request for good cause. Requests for extension of time must be filed with the District prior to the deadline for filing a petition for hearing. Such requests for extension shall contain a certificate that the moving party has consulted with all other parties concerning the extension and whether the District and any other parties agree to or oppose the extension. A timely request for an extension of time shall toll the running of the time period for filing a petition until the request is acted upon.

### **FILING INSTRUCTIONS**

A petition for administrative hearing must be filed with the Office of the District Clerk. Filings with the Office of the District Clerk may be made by mail, hand-delivery, or e-mail. Filings by facsimile will not be accepted. A petition for administrative hearing or other document is deemed filed upon receipt during normal business hours by the Office of the District Clerk at the District's headquarters in West Palm Beach, Florida. The District's normal business hours are 8:00 a.m. – 5:00 p.m., excluding weekends and District holidays. Any document received by the Office of the District Clerk after 5:00 p.m. shall be deemed filed as of 8:00 a.m. on the next regular business day. Additional filing instructions are as follows:

- Filings by mail must be addressed to the Office of the District Clerk, 3301 Gun Club Road, West Palm Beach, Florida 33406.

- Filings by hand-delivery must be delivered to the Office of the District Clerk. Delivery of a petition to the District's security desk does not constitute filing. It will be necessary to request that the District's security officer contact the Office of the District Clerk. An employee of the District's Clerk's office will receive and process the petition.
- Filings by e-mail must be transmitted to the Office of the District Clerk at [clerk@sfwmd.gov](mailto:clerk@sfwmd.gov). The filing date for a document transmitted by electronic mail shall be the date the Office of the District Clerk receives the complete document.

### **INITIATION OF AN ADMINISTRATIVE HEARING**

Pursuant to Sections 120.54(5)(b)4. and 120.569(2)(c), Florida Statutes, and Rules 28-106.201 and 28-106.301, Florida Administrative Code, initiation of an administrative hearing shall be made by written petition to the District in legible form and on 8 1/2 by 11 inch white paper. All petitions shall contain:

1. Identification of the action being contested, including the permit number, application number, District file number or any other District identification number, if known.
2. The name, address, any email address, any facsimile number, and telephone number of the petitioner, petitioner's attorney or qualified representative, if any.
3. An explanation of how the petitioner's substantial interests will be affected by the agency determination.
4. A statement of when and how the petitioner received notice of the District's decision.
5. A statement of all disputed issues of material fact. If there are none, the petition must so indicate.
6. A concise statement of the ultimate facts alleged, including the specific facts the petitioner contends warrant reversal or modification of the District's proposed action.
7. A statement of the specific rules or statutes the petitioner contends require reversal or modification of the District's proposed action.
8. If disputed issues of material fact exist, the statement must also include an explanation of how the alleged facts relate to the specific rules or statutes.
9. A statement of the relief sought by the petitioner, stating precisely the action the petitioner wishes the District to take with respect to the District's proposed action.

### **MEDIATION**

The procedures for pursuing mediation are set forth in Section 120.573, Florida Statutes, and Rules 28-106.111 and 28-106.401–405, Florida Administrative Code. The District is not proposing mediation for this agency action under Section 120.573, Florida Statutes, at this time.

### **RIGHT TO SEEK JUDICIAL REVIEW**

Pursuant to Section 120.68, Florida Statutes, and in accordance with Florida Rule of Appellate Procedure 9.110, a party who is adversely affected by final District action may seek judicial review of the District's final decision by filing a notice of appeal with the Office of the District Clerk in accordance with the filing instructions set forth herein within 30 days of rendition of the order to be reviewed, and by filing a copy of the notice with the appropriate district court of appeals via the Florida Courts E-Filing Portal.

## **Sixth Order of Business**



**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: HEATHS BAY Account #: 1525 Date: 02/27/20  
 Technician: MICHAEL TYRES Territory: NAPLES  
 Weather Conditions: CLOUDY / WINDY

#### LAKE MANAGEMENT

- ☐ ALGAE CONTROL
- ☒ GRASSES & EMERGENTS
- ☒ SUBMERSED AQUATICS
- ☐ FLOATING PLANTS
- ☒ INSPECTION
- ☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
 Lake(s) #: 29, 30-B  
 Lake(s) #: 6, 19, 30-A  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: ALL LAKES  
 Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

- |                               |                                  |                               |
|-------------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> ACID | <input type="checkbox"/> NEUTRAL | <input type="checkbox"/> BASE |
| <input type="checkbox"/> GOOD | <input type="checkbox"/> FAIR    | <input type="checkbox"/> POOR |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS
- ☐ FLOATING PLANTS
- ☐ INVASIVE / EXOTIC SPECIES

- SHELVES #: \_\_\_\_\_
- ☐ HERBICIDE TREATMENT
  - ☐ MANUAL REMOVAL
  - ☐ INSPECTION
  - ☐ DEBRIS REMOVAL

#### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES
- ☐ GRASSES
- ☐ VINES

- PRESERVE(S) #: \_\_\_\_\_
- ☐ HERBICIDE TREATMENT
  - ☐ MANUAL REMOVAL
  - ☐ INSPECTION
  - ☐ DEBRIS REMOVAL

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

- LAKE(S) #: \_\_\_\_\_
- ☐ INSPECTION

Comments: PLEASE ALLOW 7 - 20 DAYS FOR BEST RESULTS,  
LAKES TREATED FOR PONDWEED, BLADDERWORT, RED LUDWIGIA, TORPEDO  
GRASS,

#### FISH & WILDLIFE OBSERVATIONS

- |           |   |                                |  |  |                                      |  |                                  |
|-----------|---|--------------------------------|--|--|--------------------------------------|--|----------------------------------|
| FISH:     | <input type="checkbox"/> Bass                 | <input type="checkbox"/> Bream | <input type="checkbox"/> Catfish           | <input checked="" type="checkbox"/> Grass carp | <input type="checkbox"/> Tilapia     | <input type="checkbox"/> Mosquitofish          | <input type="checkbox"/> Shad    |
| BIRDS:    | <input type="checkbox"/> Raptor               | <input type="checkbox"/> Duck  | <input type="checkbox"/> Wood Stork        | <input type="checkbox"/> Shorebird             | <input type="checkbox"/> Wading bird | <input type="checkbox"/> Songbird              | <input type="checkbox"/> Vulture |
| REPTILES: | <input checked="" type="checkbox"/> Alligator | <input type="checkbox"/> Snake | <input checked="" type="checkbox"/> Turtle | <input type="checkbox"/> Tortoise              | <input type="checkbox"/> Lizard      | <input checked="" type="checkbox"/> AMPHIBIANS | <input type="checkbox"/> INSECTS |

#### INVASIVE / EXOTIC PLANTS NOTED

- |   |                                     |                                       |  |   |  |                                      |  |
|---|-------------------------------------|---------------------------------------|--|---|--|--------------------------------------|--|
| <input type="checkbox"/> Brazilian pepper | <input type="checkbox"/> Melaleuca  | <input type="checkbox"/> Pennywort    | <input type="checkbox"/> Bischofia     | <input type="checkbox"/> Earleaf Acacia | <input type="checkbox"/> Australian pine   | <input type="checkbox"/> Shoebuttton | <input type="checkbox"/> Sedge           |
| <input type="checkbox"/> Climbing Fern    | <input type="checkbox"/> Air potato | <input type="checkbox"/> Torpedograss | <input type="checkbox"/> Azolla        | <input type="checkbox"/> Salvinia       | <input type="checkbox"/> Downy rose myrtle | <input type="checkbox"/> Java plum   | <input type="checkbox"/> Floating Hearts |
| <input type="checkbox"/> Lantana          | <input type="checkbox"/> Hydrilla   | <input type="checkbox"/> Hygrophilia  | <input type="checkbox"/> Water Lettuce | <input type="checkbox"/> Water hyacinth | <input type="checkbox"/> Cattail           | <input type="checkbox"/> Primrose    | <input type="checkbox"/> Alligatorweed   |

#### NATIVE PLANTS NOTED

- |                                       |                                     |   |  |   |  |  |                                 |
|---------------------------------------|-------------------------------------|---|--|---|--|--|---------------------------------|
| <input type="checkbox"/> Cypress      | <input type="checkbox"/> Wax Myrtle | <input type="checkbox"/> FL Pine        | <input type="checkbox"/> Red Maple     | <input type="checkbox"/> Waterlily              | <input type="checkbox"/> Mangrove            | <input type="checkbox"/> Pond Apple        | <input type="checkbox"/> Oak    |
| <input type="checkbox"/> Cocoplum     | <input type="checkbox"/> Bulrush    | <input type="checkbox"/> Blue flag iris | <input type="checkbox"/> Strangler fig | <input type="checkbox"/> Arrowhead              | <input type="checkbox"/> Pickerelweed        | <input type="checkbox"/> Thalia            | <input type="checkbox"/> Palms  |
| <input type="checkbox"/> Golden Canna | <input type="checkbox"/> Spikerush  | <input type="checkbox"/> Buttonbush     | <input type="checkbox"/> Eelgrass      | <input type="checkbox"/> Cordgrass              | <input type="checkbox"/> Pakahatcheegrass    | <input type="checkbox"/> Spatterdock       | <input type="checkbox"/> Ferns  |
| <input type="checkbox"/> Baby tears   | <input type="checkbox"/> Naiad      | <input type="checkbox"/> Chara          | <input type="checkbox"/> Duckweed      | <input checked="" type="checkbox"/> Bladderwort | <input checked="" type="checkbox"/> Pondweed | <input type="checkbox"/> Slender spikerush | <input type="checkbox"/> Bacopa |

Other species noted / comments: \_\_\_\_\_



Lake Management - Wetland & Preserve Maintenance  
Erosion Restoration - Mosquito & Midge Larvae Control  
Algae & Aquatic Weed Control - Native Planting  
Water Testing & Analysis - Fountains & Aerators

## SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: 1525 Date: 3/4/20  
Technician: Aaron R. Territory: Naples  
Weather Conditions: \_\_\_\_\_

### ☒ LAKE MANAGEMENT

- ☐ ALGAE CONTROL  
☐ GRASSES & EMERGENTS  
☒ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☐ INSPECTION  
☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: 30A + 30B - Mechanical cutting  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
Dissolved Oxygen \_\_\_\_\_ ppm  
pH reading \_\_\_\_\_  
Water Clarity \_\_\_\_\_  
Water Level \_\_\_\_\_

<input type="checkbox"/> HIGH	<input type="checkbox"/> AVERAGE	<input type="checkbox"/> LOW
<input type="checkbox"/> HIGH	<input type="checkbox"/> AVERAGE	<input type="checkbox"/> LOW
<input type="checkbox"/> ACID	<input type="checkbox"/> NEUTRAL	<input type="checkbox"/> BASE
<input type="checkbox"/> GOOD	<input type="checkbox"/> FAIR	<input type="checkbox"/> POOR
<input type="checkbox"/> HIGH	<input type="checkbox"/> AVERAGE	<input type="checkbox"/> LOW

### ☐ LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

### ☐ UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

### ☐ MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: TRUXOR onsite to cut Pondweed. Cleared the bridge areas in lakes 30A & 30B

### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophila ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments: \_\_\_\_\_





**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: 1525 Date: 03/05/20  
 Technician: Melvin Jones Territory: Naples  
 Weather Conditions: Sunny

#### LAKE MANAGEMENT

- ☒ ALGAE CONTROL  
☒ GRASSES & EMERGENTS  
☒ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☒ INSPECTION  
☐ DEBRIS

Lake(s) #: 6, 28  
 Lake(s) #: 20  
 Lake(s) #: 26  
 Lake(s) #:   
 Lake(s) #: All lakes  
 Lake(s) #:

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

☐ HIGH ☐ AVERAGE ☐ LOW  
☐ HIGH ☐ AVERAGE ☐ LOW  
☐ ACID ☐ NEUTRAL ☐ BASE  
☐ GOOD ☐ FAIR ☐ POOR  
☐ HIGH ☐ AVERAGE ☐ LOW

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: LAKES TREATED FOR ALGAE, PONDWEED, TORPEDO GRASS

PLEASE ALLOW 7-20 DAYS FOR BEST RESULT.

#### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
 BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
 REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

#### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilla ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

#### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments: \_\_\_\_\_





Lake Management - Wetland & Preserve Maintenance  
Erosion Restoration - Mosquito & Midge Larvae Control  
Algae & Aquatic Weed Control - Native Planting  
Water Testing & Analysis - Fountains & Aerators

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: 1525 Date: 3/5/20  
Technician: Aaron R. Territory: Naples  
Weather Conditions: Sunny

#### ☒ LAKE MANAGEMENT

- ☐ ALGAE CONTROL  
☐ GRASSES & EMERGENTS  
☒ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☐ INSPECTION  
☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: 30A + 30B - Mechanical cutting  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
Dissolved Oxygen \_\_\_\_\_ ppm  
pH reading \_\_\_\_\_  
Water Clarity \_\_\_\_\_  
Water Level \_\_\_\_\_

☐ HIGH ☐ AVERAGE ☐ LOW  
☐ HIGH ☐ AVERAGE ☐ LOW  
☐ ACID ☐ NEUTRAL ☐ BASE  
☐ GOOD ☐ FAIR ☐ POOR  
☐ HIGH ☐ AVERAGE ☐ LOW

#### ☐ LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### ☐ UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### ☐ MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: TRUXOR onsite to cut Pondweed. Cleared out boat ramp area in 30B. Targeted shoreline in lake 30A. Got as close to the edge as possible w/ the low water level.

#### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

#### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilia ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

#### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments: \_\_\_\_\_



**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: 1525 Date: 3/6/20  
 Technician: Aaron R. Territory: Naples  
 Weather Conditions: Sunny

#### ☒ LAKE MANAGEMENT

- ☐ ALGAE CONTROL  
☐ GRASSES & EMERGENTS  
☒ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☐ INSPECTION  
☐ DEBRIS

Lake(s) #:

Lake(s) #:

Lake(s) #: 30A + 30B - Mechanical cutting

Lake(s) #:

Lake(s) #:

Lake(s) #:

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

☐ HIGH☐ AVERAGE☐ LOW☐ HIGH☐ AVERAGE☐ LOW☐ ACID☐ NEUTRAL☐ BASE☐ GOOD☐ FAIR☐ POOR☐ HIGH☐ AVERAGE☐ LOW

#### ☐ LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #:

☐ HERBICIDE TREATMENT☐ DEBRIS REMOVAL☐ MANUAL REMOVAL☐ INSPECTION

#### ☐ UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #:

☐ HERBICIDE TREATMENT☐ DEBRIS REMOVAL☐ MANUAL REMOVAL☐ INSPECTION

#### ☐ MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #:

☐ INSPECTION

Comments: TRUXOR onsite to cut Pondweed. Targeted patches in  
lakes 30A & 30B.

#### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
 BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
 REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

#### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilia ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

#### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ OFL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments:



# Lake & Wetland MANAGEMENT

Agenda Page 17

Lake Management - Wetland & Preserve Maintenance  
Erosion Restoration - Mosquito & Midge Larvae Control  
Algae & Aquatic Weed Control - Native Planting  
Water Testing & Analysis - Fountains & Aerators

## SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: \_\_\_\_\_ Date: 03-11-20  
Technician: Angie Territory: Aspen  
Weather Conditions: Cloudy

### LAKE MANAGEMENT

- ☐ ALGAE CONTROL  
☒ GRASSES & EMERGENTS  
☐ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☒ INSPECTION  
☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
Lake(s) #: All lakes  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: \_\_\_\_\_  
Lake(s) #: All  
Lake(s) #: \_\_\_\_\_

### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
Dissolved Oxygen \_\_\_\_\_ ppm  
pH reading \_\_\_\_\_  
Water Clarity \_\_\_\_\_  
Water Level \_\_\_\_\_

- ☐ HIGH ☐ AVERAGE ☐ LOW  
☐ HIGH ☐ AVERAGE ☐ LOW  
☐ ACID ☐ NEUTRAL ☐ BASE  
☐ GOOD ☐ FAIR ☐ POOR  
☐ HIGH ☐ AVERAGE ☐ LOW

### LITTORAL SHELF

- ☒ SHORELINE GRASSES & EMERGENTS  
☒ FLOATING PLANTS  
☒ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☒ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☒ MANUAL REMOVAL  
☒ INSPECTION

### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: treated lakes for torpedograss,  
thalias and vines.

### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilla ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments: \_\_\_\_\_

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**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: 03/18/20 Date: 1525  
 Technician: Miguel Ayres Territory: Naples  
 Weather Conditions: SUNNY

#### LAKE MANAGEMENT

- ☒ ALGAE CONTROL  
☐ GRASSES & EMERGENTS  
☐ SUBMERSED AQUATICS  
☒ FLOATING PLANTS  
☒ INSPECTION  
☐ DEBRIS

Lake(s) #: 6, 7, 8, 9, 11  
 Lake(s) #:  
 Lake(s) #:  
 Lake(s) #: 28  
 Lake(s) #: ALL LAKES  
 Lake(s) #:

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

☐ HIGH ☐ AVERAGE ☐ LOW  
☐ HIGH ☐ AVERAGE ☐ LOW  
☐ ACID ☐ NEUTRAL ☐ BASE  
☐ GOOD ☐ FAIR ☐ POOR  
☐ HIGH ☐ AVERAGE ☐ LOW

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #:  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #:  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #:  
☐ INSPECTION

Comments: LAKES TREATED FOR ALGAE, FLOATING PLANTS, PLEASE  
ALLOW 7-10 DAYS FOR BEST RESULTS.

#### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
 BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
 REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

#### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoebuttton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilia ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

#### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments:



**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: \_\_\_\_\_ Date: 04-04-20  
 Technician: Hugo Territory: naples  
 Weather Conditions: Sunny

#### LAKE MANAGEMENT

- ☐ ALGAE CONTROL Lake(s) #: \_\_\_\_\_
- ☐ GRASSES & EMERGENTS Lake(s) #: \_\_\_\_\_
- ☐ SUBMERSED AQUATICS Lake(s) #: \_\_\_\_\_
- ☐ FLOATING PLANTS Lake(s) #: \_\_\_\_\_
- ☐ INSPECTION Lake(s) #: \_\_\_\_\_
- ☐ DEBRIS Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

- |                               |                                  |                               |
|-------------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> ACID | <input type="checkbox"/> NEUTRAL | <input type="checkbox"/> BASE |
| <input type="checkbox"/> GOOD | <input type="checkbox"/> FAIR    | <input type="checkbox"/> POOR |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS
- ☐ FLOATING PLANTS
- ☐ INVASIVE / EXOTIC SPECIES

- SHELVES #: \_\_\_\_\_
- ☐ HERBICIDE TREATMENT
  - ☐ MANUAL REMOVAL
  - ☐ INSPECTION
  - ☐ DEBRIS REMOVAL

#### UPLAND / WETLAND PRESERVE

- ☒ INVASIVE / EXOTIC SPECIES
- ☐ GRASSES
- ☐ VINES

- PRESERVE(S) #: 1, 2, 3 wet lands
- ☒ HERBICIDE TREATMENT
  - ☐ MANUAL REMOVAL
  - ☒ INSPECTION
  - ☐ DEBRIS REMOVAL

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

- LAKE(S) #: \_\_\_\_\_
- ☐ INSPECTION

Comments: treated all 3 wet lands for  
vines and cattails

#### FISH & WILDLIFE OBSERVATIONS

- |  |                                |                                     |                                     |                                      |                                       |                                  |
|--|--------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|----------------------------------|
| FISH: <input type="checkbox"/> Bass          | <input type="checkbox"/> Bream | <input type="checkbox"/> Catfish    | <input type="checkbox"/> Grass carp | <input type="checkbox"/> Tilapia     | <input type="checkbox"/> Mosquitofish | <input type="checkbox"/> Shad    |
| BIRDS: <input type="checkbox"/> Raptor       | <input type="checkbox"/> Duck  | <input type="checkbox"/> Wood Stork | <input type="checkbox"/> Shorebird  | <input type="checkbox"/> Wading bird | <input type="checkbox"/> Songbird     | <input type="checkbox"/> Vulture |
| REPTILES: <input type="checkbox"/> Alligator | <input type="checkbox"/> Snake | <input type="checkbox"/> Turtle     | <input type="checkbox"/> Tortoise   | <input type="checkbox"/> Lizard      | <input type="checkbox"/> AMPHIBIANS   | <input type="checkbox"/> INSECTS |

#### INVASIVE / EXOTIC PLANTS NOTED

- |   |                                     |                                       |  |   |  |                                     |  |
|---|-------------------------------------|---------------------------------------|--|---|--|-------------------------------------|--|
| <input type="checkbox"/> Brazilian pepper | <input type="checkbox"/> Melaleuca  | <input type="checkbox"/> Pennywort    | <input type="checkbox"/> Bischofia     | <input type="checkbox"/> Earleaf Acacia | <input type="checkbox"/> Australian pine   | <input type="checkbox"/> Shoebutton | <input type="checkbox"/> Sedge           |
| <input type="checkbox"/> Climbing Fern    | <input type="checkbox"/> Air potato | <input type="checkbox"/> Torpedograss | <input type="checkbox"/> Azolla        | <input type="checkbox"/> Salvinia       | <input type="checkbox"/> Downy rose myrtle | <input type="checkbox"/> Java plum  | <input type="checkbox"/> Floating Hearts |
| <input type="checkbox"/> Lantana          | <input type="checkbox"/> Hydrilla   | <input type="checkbox"/> Hygrophilia  | <input type="checkbox"/> Water Lettuce | <input type="checkbox"/> Water hyacinth | <input type="checkbox"/> Cattail           | <input type="checkbox"/> Primrose   | <input type="checkbox"/> Alligatorweed   |

#### NATIVE PLANTS NOTED

- |                                       |                                     |   |  |                                      |   |  |                                 |
|---------------------------------------|-------------------------------------|---|--|--------------------------------------|---|--|---------------------------------|
| <input type="checkbox"/> Cypress      | <input type="checkbox"/> Wax Myrtle | <input type="checkbox"/> FL Pine        | <input type="checkbox"/> Red Maple     | <input type="checkbox"/> Waterlily   | <input type="checkbox"/> Mangrove         | <input type="checkbox"/> Pond Apple        | <input type="checkbox"/> Oak    |
| <input type="checkbox"/> Cocoplum     | <input type="checkbox"/> Bulrush    | <input type="checkbox"/> Blue flag iris | <input type="checkbox"/> Strangler fig | <input type="checkbox"/> Arrowhead   | <input type="checkbox"/> Pickerelweed     | <input type="checkbox"/> Thalia            | <input type="checkbox"/> Palms  |
| <input type="checkbox"/> Golden Canna | <input type="checkbox"/> Spikerush  | <input type="checkbox"/> Buttonbush     | <input type="checkbox"/> Eelgrass      | <input type="checkbox"/> Cordgrass   | <input type="checkbox"/> Fakahatcheegrass | <input type="checkbox"/> Spatterdock       | <input type="checkbox"/> Ferns  |
| <input type="checkbox"/> Baby tears   | <input type="checkbox"/> Naiad      | <input type="checkbox"/> Chara          | <input type="checkbox"/> Duckweed      | <input type="checkbox"/> Bladderwort | <input type="checkbox"/> Pondweed         | <input type="checkbox"/> Slender spikerush | <input type="checkbox"/> Bacopa |

Other species noted / comments: \_\_\_\_\_



**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: Heritage Bay Account #: \_\_\_\_\_ Date: 04-06-20  
 Technician: Hgo Territory: 1461  
 Weather Conditions: Sunny

#### ☒ LAKE MANAGEMENT

- ☐ ALGAE CONTROL
- ☒ GRASSES & EMERGENTS
- ☐ SUBMERSED AQUATICS
- ☐ FLOATING PLANTS
- ☒ INSPECTION
- ☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
 Lake(s) #: All lakes  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: All  
 Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

- |                               |                                  |                               |
|-------------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> ACID | <input type="checkbox"/> NEUTRAL | <input type="checkbox"/> BASE |
| <input type="checkbox"/> GOOD | <input type="checkbox"/> FAIR    | <input type="checkbox"/> POOR |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |

#### ☒ LITTORAL SHELF

- ☒ SHORELINE GRASSES & EMERGENTS
- ☒ FLOATING PLANTS
- ☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☒ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☒ MANUAL REMOVAL  
☐ INSPECTION

#### ☐ UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES
- ☐ GRASSES
- ☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### ☐ MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: treated lakes for sedges,  
torpedograss, cattails and  
pony weed.

#### FISH & WILDLIFE OBSERVATIONS

- |  |                                |                                     |                                     |                                      |                                       |                                  |
|--|--------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|----------------------------------|
| FISH: <input type="checkbox"/> Bass          | <input type="checkbox"/> Bream | <input type="checkbox"/> Catfish    | <input type="checkbox"/> Grass carp | <input type="checkbox"/> Tilapia     | <input type="checkbox"/> Mosquitofish | <input type="checkbox"/> Shad    |
| BIRDS: <input type="checkbox"/> Raptor       | <input type="checkbox"/> Duck  | <input type="checkbox"/> Wood Stork | <input type="checkbox"/> Shorebird  | <input type="checkbox"/> Wading bird | <input type="checkbox"/> Songbird     | <input type="checkbox"/> Vulture |
| REPTILES: <input type="checkbox"/> Alligator | <input type="checkbox"/> Snake | <input type="checkbox"/> Turtle     | <input type="checkbox"/> Tortoise   | <input type="checkbox"/> Lizard      | <input type="checkbox"/> AMPHIBIANS   | <input type="checkbox"/> INSECTS |

#### INVASIVE / EXOTIC PLANTS NOTED

- |   |                                     |                                       |  |   |  |                                      |  |
|---|-------------------------------------|---------------------------------------|--|---|--|--------------------------------------|--|
| <input type="checkbox"/> Brazilian pepper | <input type="checkbox"/> Melaleuca  | <input type="checkbox"/> Pennywort    | <input type="checkbox"/> Bischofia     | <input type="checkbox"/> Earleaf Acacia | <input type="checkbox"/> Australian pine   | <input type="checkbox"/> Shoebuttton | <input type="checkbox"/> Sedge           |
| <input type="checkbox"/> Climbing Fern    | <input type="checkbox"/> Air potato | <input type="checkbox"/> Torpedograss | <input type="checkbox"/> Azolla        | <input type="checkbox"/> Salvinia       | <input type="checkbox"/> Downy rose myrtle | <input type="checkbox"/> Java plum   | <input type="checkbox"/> Floating Hearts |
| <input type="checkbox"/> Lantana          | <input type="checkbox"/> Hydrilla   | <input type="checkbox"/> Hygrophilia  | <input type="checkbox"/> Water Lettuce | <input type="checkbox"/> Water hyacinth | <input type="checkbox"/> Cattail           | <input type="checkbox"/> Primrose    | <input type="checkbox"/> Alligatorweed   |

#### NATIVE PLANTS NOTED

- |                                       |                                     |   |  |                                      |   |  |                                 |
|---------------------------------------|-------------------------------------|---|--|--------------------------------------|---|--|---------------------------------|
| <input type="checkbox"/> Cypress      | <input type="checkbox"/> Wax Myrtle | <input type="checkbox"/> FL Pine        | <input type="checkbox"/> Red Maple     | <input type="checkbox"/> Waterlily   | <input type="checkbox"/> Mangrove         | <input type="checkbox"/> Pond Apple        | <input type="checkbox"/> Oak    |
| <input type="checkbox"/> Cocoplum     | <input type="checkbox"/> Bulrush    | <input type="checkbox"/> Blue flag iris | <input type="checkbox"/> Strangler fig | <input type="checkbox"/> Arrowhead   | <input type="checkbox"/> Pickerelweed     | <input type="checkbox"/> Thalia            | <input type="checkbox"/> Palms  |
| <input type="checkbox"/> Golden Canna | <input type="checkbox"/> Spikerush  | <input type="checkbox"/> Buttonbush     | <input type="checkbox"/> Eelgrass      | <input type="checkbox"/> Cordgrass   | <input type="checkbox"/> Fakahatcheegrass | <input type="checkbox"/> Spatterdock       | <input type="checkbox"/> Ferns  |
| <input type="checkbox"/> Baby tears   | <input type="checkbox"/> Naiad      | <input type="checkbox"/> Chara          | <input type="checkbox"/> Duckweed      | <input type="checkbox"/> Bladderwort | <input type="checkbox"/> Pondweed         | <input type="checkbox"/> Slender spikerush | <input type="checkbox"/> Bacopa |

Other species noted / comments: \_\_\_\_\_





Lake Management - Wetland & Preserve Maintenance  
 Erosion Restoration - Mosquito & Midge Larvae Control  
 Algae & Aquatic Weed Control - Native Planting  
 Water Testing & Analysis - Fountains & Aerators

### SERVICE & INSPECTION REPORT

Customer: HEARTAGE Bay Account #: 1525 Date: 04/15/20  
 Technician: MICHAEL AYLES Territory: NAPLES  
 Weather Conditions: SUNNY

#### LAKE MANAGEMENT

- ☐ ALGAE CONTROL  
☒ GRASSES & EMERGENTS  
☒ SUBMERSED AQUATICS  
☐ FLOATING PLANTS  
☒ INSPECTION  
☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
 Lake(s) #: 4, 20, 26, 30-A, 30-B.  
 Lake(s) #: 14, 16  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: ALL LAKES  
 Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

☐ HIGH ☐ AVERAGE ☐ LOW  
☐ HIGH ☐ AVERAGE ☐ LOW  
☐ ACID ☐ NEUTRAL ☐ BASE  
☐ GOOD ☐ FAIR ☐ POOR  
☐ HIGH ☐ AVERAGE ☐ LOW

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS  
☐ FLOATING PLANTS  
☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES  
☐ GRASSES  
☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: LAKES TREATED FOR TORPEDO GRASS, PONDWEED, PILESS  
ALLOW 7-20 DAYS FOR BEST RESULTS.

#### FISH & WILDLIFE OBSERVATIONS

FISH: ☐ Bass ☐ Bream ☐ Catfish ☐ Grass carp ☐ Tilapia ☐ Mosquitofish ☐ Shad  
 BIRDS: ☐ Raptor ☐ Duck ☐ Wood Stork ☐ Shorebird ☐ Wading bird ☐ Songbird ☐ Vulture  
 REPTILES: ☐ Alligator ☐ Snake ☐ Turtle ☐ Tortoise ☐ Lizard ☐ AMPHIBIANS ☐ INSECTS

#### INVASIVE / EXOTIC PLANTS NOTED

☐ Brazilian pepper ☐ Melaleuca ☐ Pennywort ☐ Bischofia ☐ Earleaf Acacia ☐ Australian pine ☐ Shoeburton ☐ Sedge  
☐ Climbing Fern ☐ Air potato ☐ Torpedograss ☐ Azolla ☐ Salvinia ☐ Downy rose myrtle ☐ Java plum ☐ Floating Hearts  
☐ Lantana ☐ Hydrilla ☐ Hygrophilia ☐ Water Lettuce ☐ Water hyacinth ☐ Cattail ☐ Primrose ☐ Alligatorweed

#### NATIVE PLANTS NOTED

☐ Cypress ☐ Wax Myrtle ☐ FL Pine ☐ Red Maple ☐ Waterlily ☐ Mangrove ☐ Pond Apple ☐ Oak  
☐ Cocoplum ☐ Bulrush ☐ Blue flag iris ☐ Strangler fig ☐ Arrowhead ☐ Pickerelweed ☐ Thalia ☐ Palms  
☐ Golden Canna ☐ Spikerush ☐ Buttonbush ☐ Eelgrass ☐ Cordgrass ☐ Fakahatcheegrass ☐ Spatterdock ☐ Ferns  
☐ Baby tears ☐ Naiad ☐ Chara ☐ Duckweed ☐ Bladderwort ☐ Pondweed ☐ Slender spikerush ☐ Bacopa

Other species noted / comments: \_\_\_\_\_



**Lake Management - Wetland & Preserve Maintenance**  
**Erosion Restoration - Mosquito & Midge Larvae Control**  
**Algae & Aquatic Weed Control - Native Planting**  
**Water Testing & Analysis - Fountains & Aerators**

### SERVICE & INSPECTION REPORT

Customer: HARMAGE BOY Account #: 1525 Date: 04/18/20  
 Technician: MAUREL AYRES Territory: NAPLES  
 Weather Conditions: SUNNY / CLOUDY

#### LAKE MANAGEMENT

- ☐ ALGAE CONTROL
- ☐ GRASSES & EMERGENTS
- ☒ SUBMERSED AQUATICS
- ☐ FLOATING PLANTS
- ☐ INSPECTION
- ☐ DEBRIS

Lake(s) #: \_\_\_\_\_  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: 30-A, 30-B  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: \_\_\_\_\_  
 Lake(s) #: \_\_\_\_\_

#### Water Test Results (Combined Average)

Temperature \_\_\_\_\_ °F  
 Dissolved Oxygen \_\_\_\_\_ ppm  
 pH reading \_\_\_\_\_  
 Water Clarity \_\_\_\_\_  
 Water Level \_\_\_\_\_

- |                               |                                  |                               |
|-------------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |
| <input type="checkbox"/> ACID | <input type="checkbox"/> NEUTRAL | <input type="checkbox"/> BASE |
| <input type="checkbox"/> GOOD | <input type="checkbox"/> FAIR    | <input type="checkbox"/> POOR |
| <input type="checkbox"/> HIGH | <input type="checkbox"/> AVERAGE | <input type="checkbox"/> LOW  |

#### LITTORAL SHELF

- ☐ SHORELINE GRASSES & EMERGENTS
- ☐ FLOATING PLANTS
- ☐ INVASIVE / EXOTIC SPECIES

SHELVES #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### UPLAND / WETLAND PRESERVE

- ☐ INVASIVE / EXOTIC SPECIES
- ☐ GRASSES
- ☐ VINES

PRESERVE(S) #: \_\_\_\_\_  
☐ HERBICIDE TREATMENT ☐ DEBRIS REMOVAL  
☐ MANUAL REMOVAL  
☐ INSPECTION

#### MOSQUITO / MIDGE LARVAE CONTROL

- ☐ INSECTICIDE TREATMENT

LAKE(S) #: \_\_\_\_\_  
☐ INSPECTION

Comments: LAKES TREATED FOR PONDWEED, PLEASE ALLOW  
7 - 10 DAYS FOR BEST RESULTS.

#### FISH & WILDLIFE OBSERVATIONS

- |           |                                    |                                |                                     |                                     |                                      |                                       |                                  |
|-----------|------------------------------------|--------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|----------------------------------|
| FISH:     | <input type="checkbox"/> Bass      | <input type="checkbox"/> Bream | <input type="checkbox"/> Catfish    | <input type="checkbox"/> Grass carp | <input type="checkbox"/> Tilapia     | <input type="checkbox"/> Mosquitofish | <input type="checkbox"/> Shad    |
| BIRDS:    | <input type="checkbox"/> Raptor    | <input type="checkbox"/> Duck  | <input type="checkbox"/> Wood Stork | <input type="checkbox"/> Shorebird  | <input type="checkbox"/> Wading bird | <input type="checkbox"/> Songbird     | <input type="checkbox"/> Vulture |
| REPTILES: | <input type="checkbox"/> Alligator | <input type="checkbox"/> Snake | <input type="checkbox"/> Turtle     | <input type="checkbox"/> Tortoise   | <input type="checkbox"/> Lizard      | <input type="checkbox"/> AMPHIBIANS   | <input type="checkbox"/> INSECTS |

#### INVASIVE / EXOTIC PLANTS NOTED

- |   |                                     |                                       |  |   |  |                                     |  |
|---|-------------------------------------|---------------------------------------|--|---|--|-------------------------------------|--|
| <input type="checkbox"/> Brazilian pepper | <input type="checkbox"/> Melaleuca  | <input type="checkbox"/> Pennywort    | <input type="checkbox"/> Bischofia     | <input type="checkbox"/> Earleaf Acacia | <input type="checkbox"/> Australian pine   | <input type="checkbox"/> Shoebutton | <input type="checkbox"/> Sedge           |
| <input type="checkbox"/> Climbing Fern    | <input type="checkbox"/> Air potato | <input type="checkbox"/> Torpedograss | <input type="checkbox"/> Azolla        | <input type="checkbox"/> Salvinia       | <input type="checkbox"/> Downy rose myrtle | <input type="checkbox"/> Java plum  | <input type="checkbox"/> Floating Hearts |
| <input type="checkbox"/> Lantana          | <input type="checkbox"/> Hydrilla   | <input type="checkbox"/> Hygrophilia  | <input type="checkbox"/> Water Lettuce | <input type="checkbox"/> Water hyacinth | <input type="checkbox"/> Cattail           | <input type="checkbox"/> Primrose   | <input type="checkbox"/> Alligatorweed   |

#### NATIVE PLANTS NOTED

- |                                       |                                     |   |  |                                      |   |  |                                 |
|---------------------------------------|-------------------------------------|---|--|--------------------------------------|---|--|---------------------------------|
| <input type="checkbox"/> Cypress      | <input type="checkbox"/> Wax Myrtle | <input type="checkbox"/> FL Pine        | <input type="checkbox"/> Red Maple     | <input type="checkbox"/> Waterlily   | <input type="checkbox"/> Mangrove         | <input type="checkbox"/> Pond Apple        | <input type="checkbox"/> Oak    |
| <input type="checkbox"/> Cocoplum     | <input type="checkbox"/> Bulrush    | <input type="checkbox"/> Blue flag iris | <input type="checkbox"/> Strangler fig | <input type="checkbox"/> Arrowhead   | <input type="checkbox"/> Pickerelweed     | <input type="checkbox"/> Thalia            | <input type="checkbox"/> Palms  |
| <input type="checkbox"/> Golden Canna | <input type="checkbox"/> Spikerush  | <input type="checkbox"/> Buttonbush     | <input type="checkbox"/> Eelgrass      | <input type="checkbox"/> Cordgrass   | <input type="checkbox"/> Fakahatcheegrass | <input type="checkbox"/> Spatterdock       | <input type="checkbox"/> Ferns  |
| <input type="checkbox"/> Baby tears   | <input type="checkbox"/> Naiad      | <input type="checkbox"/> Chara          | <input type="checkbox"/> Duckweed      | <input type="checkbox"/> Bladderwort | <input type="checkbox"/> Pondweed         | <input type="checkbox"/> Slender spikerush | <input type="checkbox"/> Bacopa |

Other species noted / comments: \_\_\_\_\_

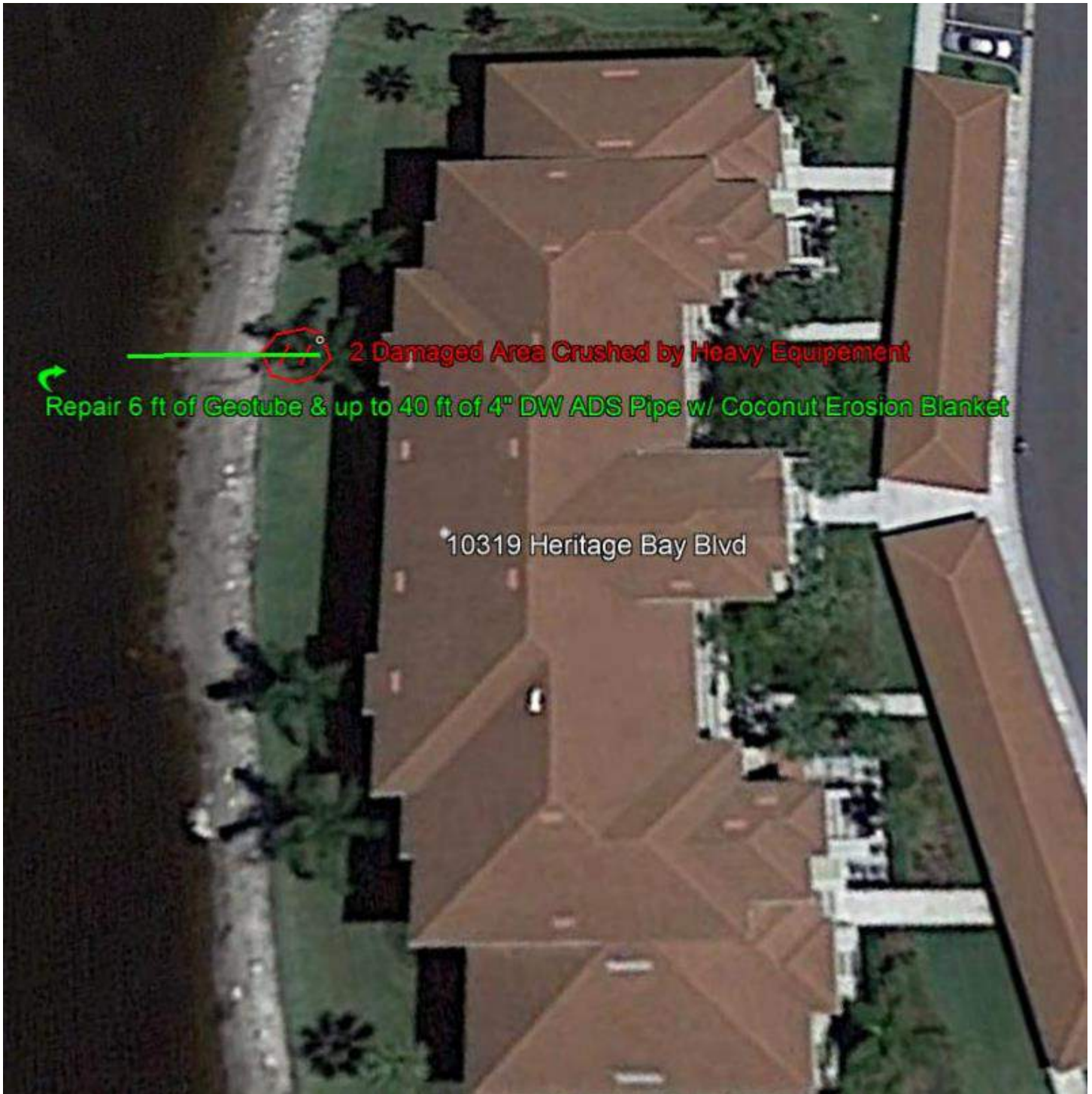
## **Seventh Order of Business**

**7B**

<p align="center"><b>Copeland Southern Enterprises, Inc.</b> 1668 Many Road North Fort Myers, FL, 33903</p>	<p><b>DATE:</b> 03/19/2020</p>
<p align="center"><b>PROFESSIONAL SERVICES AGREEMENT BETWEEN COPELAND SOUTHERN ENTERPRISES, INC. AND <u>Heritage Bay Community Development District in Naples</u></b></p>	<p><b><u>OWNER INFORMATION:</u></b></p> <p><b>TELEPHONE NO.:</b> (239) 245-7118 / 306</p> <p><b>Fax No:</b> (239) 245-7120</p> <p><b>E-MAIL:</b> <a href="mailto:Justin.Faircloth@inframark.com">Justin.Faircloth@inframark.com</a></p>
<p align="center"><b>OWNER INFORMATION:</b></p>	<p><b>PROJECT MANAGER:</b> Scott Copeland <a href="mailto:copelandsei@aol.com">copelandsei@aol.com</a></p>
<p><b>OWNER'S ADDRESS:</b> 10154 Heritage Bay Blvd, Naples, FL 34120</p>	<p><b>FEE AND TYPE:</b></p>
<p><b>BILL TO THE ATTENTION OF:</b> Justin Faircloth, District Manager</p>	<p>Time &amp; Materials based upon the Rate Schedule in effect at the time service is rendered. Estimated Fees:</p>
<p><b>PROJECT NAME:</b> Lake 4 Geotube &amp; 4" ADS Repair @ 10319 H.B.B.</p>	<p>\$ _____</p>
<p><b>WORK DESCRIPTION:</b> Remove existing 4" Crushed Single Walled ADS pipe and install up to 40 ft of New 4" DW ADS Pipe out into Lake 4 and anchor to pond floor with 4 ft stl anchors, back fill a 6 ft Damaged Geotube area installing Coconut Erosion Blanket</p>	<p>Not-To-Exceed Fixed Fee based upon the Rate Schedule in effect at the time service is rendered:</p>
<p><b>REMARKS:</b> 1) All guest and residents will need to be notified by the board of the repair project on Lake 4 to stay clear of the equipment during the project. 2) All Sprinkler heads and lines within the work area must be clearly marked by Irrigation Crews before construction begins 3) CSEI will call in a dig ticket 72 hours before work can start to allow utility companies time to mark the underground utilities within the work areas.</p>	<p>\$ _____</p> <p>Lump Sum Fixed Fee: <b>\$ 2,175.00</b></p> <p>Total Fees: <b>\$ 2,175.00</b></p>
<p>Dear Justin Faircloth</p> <p>In Pursuant to your request, Copeland Southern Enterprises, Inc. is pleased to submit the following proposal for the replacement of a crushed 4 inch single walled pipe under Geotube and repair a 6 foot area with Coconut Erosion Blanket for the above-referenced project:</p> <p><b>SCOPE OF SERVICES (Limited to the following):</b></p> <ol style="list-style-type: none"> <li>1. Crews will set up MOT around work areas for safety during the project and removed once job has been completed.</li> <li>2. Crews will excavate and remove existing damage 4 inch single walled ADS pipe and install a 4 Inch Double Walled ADS pipe in its place under the existing Geotube and out into the lake past the 2:1 Drop off and anchored to pond floor.</li> <li>3. Crews will repair eroded areas on Lake 4 within the 6 foot damaged area on the Geotube with Coconut Erosion blanket anchored every 6 inches at a diamond pattern.</li> <li>4. Crews will over lay the top Erosion Blanket with 1 to 2 inches of top soil to lock in the repair area.</li> <li>5. Work is estimated to take 2 days to complete.</li> </ol> <p><b>Note: Any additional work and services requested, and is not found in this Proposal can be done, but will require additional cost to be paid in full with proposal fee upon the completion of job.</b></p> <p>We at Copeland Southern Enterprises hope this meets your approval and satisfies your requirements. If so please sign the contract proposal below and return a copy to our office by Fax or Email. Should you have any questions or need any additional information, Please do not hesitate to call Scott Copeland at 239-995-3684 or Mobile # 239-707-6806.Fax 239-995-0058</p>	
<p><b>OWNER AUTHORIZATION:</b> I warrant and represent that I am authorized to enter into this contract for professional services and I hereby authorize the performance of the above services and agree to pay the charges upon the completion of the Job resulting there from as identified in the "FEE TYPE" section above. I have read, understand and agree to these Standard Business Terms.</p> <p>Authorized Signature: _____ Date: _____</p> <p>Typed Name &amp; Title: _____</p>	



Exhibit: Lake 4 Replacement of 4" ADS Drain & Geotube Repair.



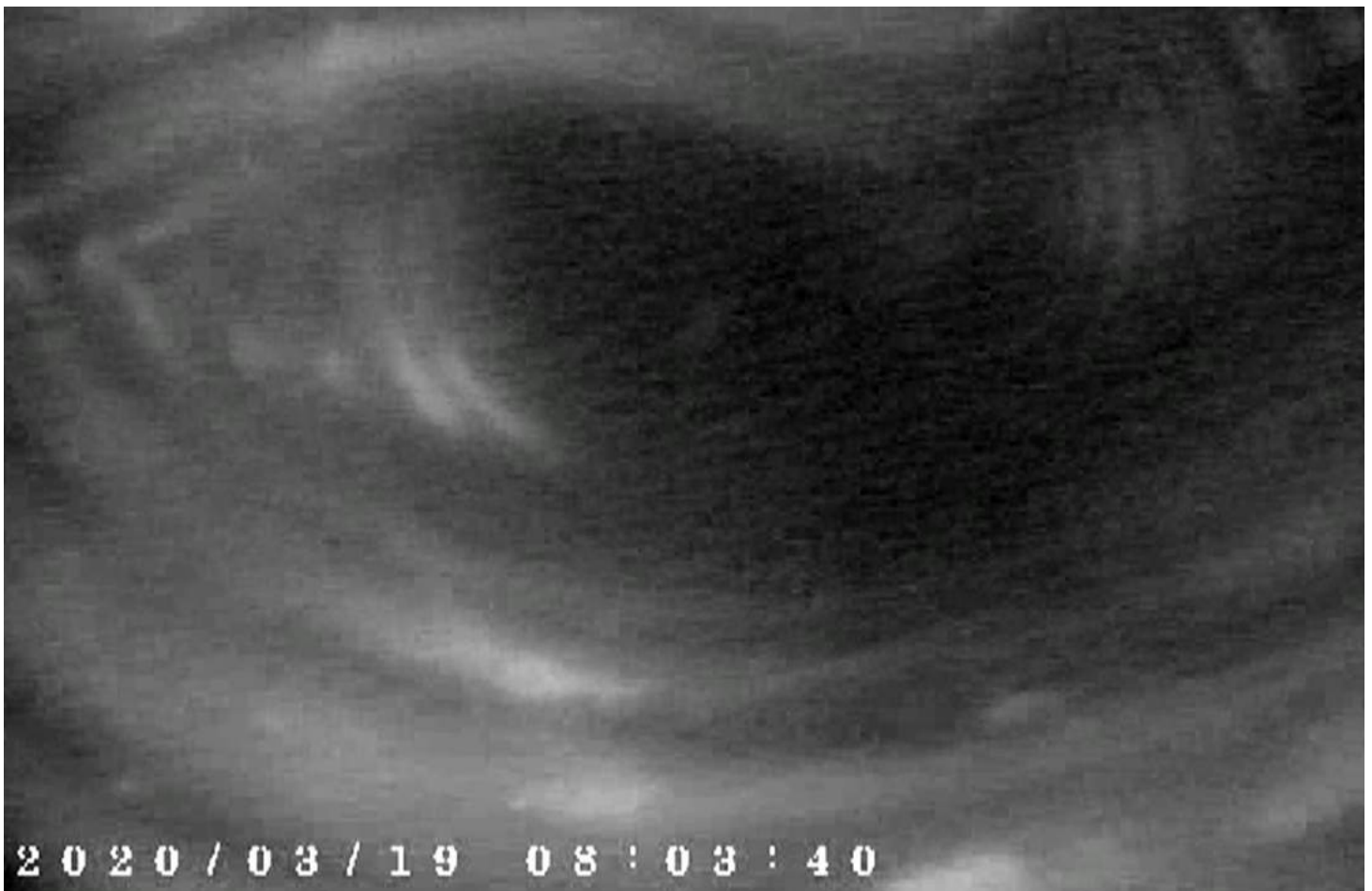


**Camera Viewing Picture of Crushed and Damage Areas, Shot with Camera on 3/19/20**

1. Easterly Damaged Area, Crushed in by Heavy Equipment, 12 feet away from Geotube.



2. Westerly Damaged Area, Crushed in by Heavy Equipment, 5 feet away from Geotube.



## **EIGHTH ORDER OF BUSINESS**

**8A**

# **HERITAGE BAY**

Community Development District

## ***Annual Operating and Debt Service Budget***

**Fiscal Year 2021**

Proposed Budget

(Meeting 5/7/20)

Prepared by:



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## **HERITAGE BAY**

Community Development District

### **Budget Overview**

Fiscal Year 2021

## **HERITAGE BAY**

Community Development District

### **Operating Budget**

Fiscal Year 2021

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 3,241	\$ 7,367	\$ 2,000	\$ 2,385	\$ 1,385	\$ 3,770	\$ 2,000
Hurricane Irma FEMA Refund		44,179		3,787	-	3,787	
Interest - Tax Collector	96	1,087	-	999	-	999	-
Special Assmnts- Tax Collector	355,190	355,190	355,190	342,741	12,449	355,190	355,189
Special Assmnts- Lakes 30A & 30B	60,922	60,923	60,923	58,787	2,136	60,923	60,923
Special Assmnts- Reserves	31,250	31,250	31,250	30,155	1,095	31,250	31,250
Special Assmnts- Discounts	(16,490)	(16,333)	(17,895)	(16,427)	(369)	(16,796)	(17,894)
Other Miscellaneous Revenue	31,000	36,800	-	5,000	-	5,000	-
<b>TOTAL REVENUES</b>	<b>465,209</b>	<b>520,463</b>	<b>431,468</b>	<b>427,427</b>	<b>16,696</b>	<b>444,123</b>	<b>431,468</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
P/R-Board of Supervisors	16,000	8,000	9,000	3,400	5,600	9,000	9,000
FICA Taxes	1,224	612	689	260	428	688	689
ProfServ-Arbitrage Rebate	-	-	600	-	600	600	600
ProfServ-Dissemination Agent	-	1,500	1,500	750	750	1,500	1,500
ProfServ-Engineering	22,878	27,411	14,000	(2,551)	22,594	20,043	14,000
ProfServ-Legal Services	26,871	28,676	13,000	2,438	25,336	27,774	13,000
ProfServ-Mgmt Consulting Serv	41,793	44,972	46,270	27,666	18,604	46,270	47,658
ProfServ-Property Appraiser	-	6,710	6,710	1,726	4,984	6,710	6,710
ProfServ-Special Assessment	5,464	6,200	6,600	6,600	-	6,600	6,798
ProfServ-Trustee Fees	-	-	5,157	3,190	1,276	4,466	5,157
ProfServ-Web Site Maintenance	773	1,000	1,100	550	550	1,100	1,133
Auditing Services	3,700	5,800	5,900	500	5,400	5,900	5,900
Postage and Freight	2,839	739	2,500	364	364	728	2,500
Insurance - General Liability	15,389	7,750	9,389	7,749	-	7,749	8,524
Printing and Binding	7,428	1,911	1,379	-	690	690	710
Legal Advertising	3,241	1,806	3,000	336	336	672	3,000
Misc-Bank Charges	1	1	100	-	50	50	100
Misc-Assessmnt Collection Cost	(613)	4,174	8,947	8,170	271	8,947	8,947
Misc-Web Hosting	47	1,612	6,773	2,702	387	3,089	2,000
Website Compliance	-	-	-	-	-	-	1,553
Office Supplies	-	-	100	-	50	50	100
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>147,210</b>	<b>149,049</b>	<b>142,889</b>	<b>64,025</b>	<b>88,268</b>	<b>152,800</b>	<b>139,754</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>Field</b>							
ProfServ-Field Management	11,536	20,688	12,830	9,853	2,977	12,830	13,215
R&M-Contingency	-	-	84	-	42	42	42
Capital Outlay	-	57,825	-	-	-	-	-
<b>Total Field</b>	<b>11,536</b>	<b>78,513</b>	<b>12,914</b>	<b>9,853</b>	<b>3,019</b>	<b>12,872</b>	<b>13,257</b>
<b>Lakes and Ponds</b>							
Contracts-Lake and Wetland	71,200	67,200	71,200	33,600	37,600	71,200	71,200
Contracts-Water Analysis	10,766	5,600	9,861	-	9,861	9,861	9,861
Contracts-Water Quality Monitoring	22,996	27,700	27,700	13,850	13,850	27,700	27,700
Contracts-Lakes 30A & 30B	12,000	18,000	24,000	12,000	12,000	24,000	24,000
Contracts-Sediment Testing	-	6,675	6,675	-	6,675	6,675	6,675
R&M-Aquascaping	-	2,559	8,500	-	4,250	4,250	3,500
R&M - Stormwater System	-	4,000	4,000	-	4,000	4,000	4,000
R&M-Lake Erosion	37,800	575	71,024	24,425	24,425	48,850	76,024
R&M-Contingency	-	5,250	3,000	2,475	2,475	4,950	5,792
Improvement-Lake Bank Restoration	29,512	39,050	-	-	-	-	-
Reserve - Lakes	-	-	31,250	-	-	-	31,250
Reserve - Stormwater System	-	33,600	18,455	-	-	-	18,455
<b>Total Lakes and Ponds</b>	<b>184,274</b>	<b>210,209</b>	<b>275,665</b>	<b>86,350</b>	<b>115,136</b>	<b>201,486</b>	<b>278,457</b>
<b>Debt Service</b>							
Operating Loan Repayment	13,141	-	-	-	-	-	-
Interest Expense-Note	1,554	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>14,695</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>357,715</b>	<b>437,771</b>	<b>431,468</b>	<b>160,228</b>	<b>206,423</b>	<b>367,158</b>	<b>431,468</b>
Excess (deficiency) of revenues							
Over (under) expenditures	107,494	82,692	-	267,199	(189,727)	76,966	-
<b>OTHER FINANCING SOURCES (USES)</b>							
Interfund Transfer - In	28,232	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>28,232</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	135,726	82,692	-	267,199	(189,727)	76,966	-
<b>FUND BALANCE, BEGINNING</b>	<b>284,155</b>	<b>\$ 419,881</b>	<b>502,573</b>	<b>502,573</b>	<b>-</b>	<b>502,573</b>	<b>579,539</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 419,881</b>	<b>\$ 502,573</b>	<b>\$ 502,573</b>	<b>\$ 769,772</b>	<b>\$ (189,727)</b>	<b>\$ 579,539</b>	<b>\$ 579,539</b>

**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 579,539
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	49,705
<b>Total Funds Available (Estimated) - 9/30/2021</b>	<b>629,244</b>

**ALLOCATION OF AVAILABLE FUNDS*****Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital		95,050 <sup>(1)</sup>
Reserves - Erosion Control (Prior years)		14,687
Reserves - Lakes (Prior Years)	125,000	
Reserves - Lakes (FY20)	31,250	
Reserves - Lakes (FY21)	<u>31,250</u>	187,500
Reserves - Stormwater System (Prior Years)	3,310	
Reserves - Stormwater System (FY20)	18,455	
Reserves - Stormwater System (FY21)	<u>18,455</u>	40,220
Reserves - Loan (Prior years)		4,750
	Subtotal	<u>342,207</u>
<b>Total Allocation of Available Funds</b>		<b>342,207</b>

<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 287,037</b>
---	-------------------

**Notes**

(1) Represents approximately 3 months of operating expenditures



**HERITAGE BAY**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2021**REVENUES****Interest-Investments**

The District earns interest on the monthly average collected balance for their money market accounts.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Lakes 30A & 30B**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order to pay for the repair of Lakes 30A & 30B and any impending debt associated with making repairs.

**Special Assessments-Reserves**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order re-establish reserves which were depleted due to the District having to address numerous lake bank erosion issues.

**Special Assessments-Discounts**

Per Section 197.162 and Section 197.3632 of the Florida Statutes, discounts are allowed for early payments of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Administrative.****P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all meetings. FICA Taxes are calculated at 7.65% of gross payroll.

**Professional Services-Arbitrage Rebate**

The District contracted with an independent professional firm to annually calculate the District's Arbitrage Rebate Liability on its bonds

**Professional Services-Dissemination Agent**

This line item is to cover dissemination services as required. Services are provided by Inframark.

**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

**Professional Services-Legal Services**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions and other research as directed or requested by the BOS District Manager.

**HERITAGE BAY**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2021**EXPENDITURES****Administrative** (continued)**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. Inframark manages all of the District's financial activities such as accounts payable, financial statements, auditing and budgeting in accordance with the management contract in effect.

**Professional Services-Property Appraiser**

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service which is based upon 1.5% of the anticipated Non-Ad Valorem assessment collections.

**Professional Services-Special Assessment**

This is the Administrative fees to prepare the District's special assessment roll.

**Professional Services-Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2018 Special Assessment Bond. The budgeted amount for the fiscal year is based on standard fees charged plus any out-of-pocket expenses.

**Professional Services-Web Site Maintenance**

Inframark Management Services oversees the District's email accounts and provides assistance to Campus Suite regarding the website as necessary.

**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 the fiscal year is based on contracted fees from an existing engagement letter.

**Postage and Freight**

Actual postage used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance Agency, Inc. They specialize in providing governmental insurance coverage. The budgeted amount projects a 10% increase in the premium.

**Printing and Binding**

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

**Legal Advertising**

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

**HERITAGE BAY**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2021**EXPENDITURES (continued)****Administrative (continued)****Miscellaneous-Bank Charges**

In the rare event of bank service charges from operating or money market accounts, the cost will be assigned here.

**Miscellaneous-Assessment Collection Costs**

The District reimburses the Collier County Tax Collector for necessary administrative costs. Per the 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 assessment collection cost is based on a maximum of 2% of the anticipated assessment collections.

**Miscellaneous-Web Hosting**

The District incurs costs for maintaining the District's website domain and email accounts.

**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 Division of Community Development.

**Field****Professional Services-Field Management**

Field Management Services for the District is performed by Inframark Infrastructure Management Services. This includes the regular inspection of all District assets and contractor performance monitoring. A monthly report is provided for the Board's review to allow for their consideration of issues and action to consider.

**R&M-Contingency**

All other field expenses that do not fall into the category described above will be expensed to contingency.

**Lakes & Ponds****Contracts-Lake and Wetland**

A contract was negotiated with Lake & Wetland Management for monthly lake maintenance of the District's lakes and littoral shelf maintenance which includes approximately 14.52 acres. Fluorodine Treatment was added May 2015.

**Contracts-Water Analysis**

A contract was negotiated with CPH for bathymetric to be performed on Lakes.

**Contracts-Water Quality Monitoring**

A contract was negotiated with CPH for testing of the lakes and water quality monitoring.

**HERITAGE BAY**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2021**EXPENDITURES (continued)****Lakes & Ponds (continued)****Contracts-Lakes 30A & 30B**

A contract was negotiated with Lake & Wetland Management for monthly maintenance of lakes 30A & 30B.

**Contracts-Sediment Testing**

Contract with CPH to do sediment testing in the District lakes.

**R&M-Aquascaping**

This is for any repair and maintenance expenses pertaining to the District's lakes that are not covered in the contract.

**R&M-Stormwater System**

This is for any repair and maintenance expenses pertaining to the stormwater system.

**R&M-Lake Erosion**

This is for any repair and maintenance expenses pertaining to erosion control that are not covered in the contract.

**R&M-Contingency**

All other lake expenses that do not fall into the previous repair and maintenance categories will be expensed to contingency.

**Reserve-Lakes**

Lake improvement expenses that are projected to occur in the future are appropriated with this account.

**Reserve-Stormwater System**

Stormwater system/drainage expenses that are projected to occur in the future are appropriated with this account.

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## **HERITAGE BAY**

Community Development District

### **Debt Service Budget**

Fiscal Year 2021



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 3,925	\$ 17,479	\$ -	\$ 5,600	\$ 3,600	\$ 9,200	\$ 3,000
Special Assmnts- Tax Collector	16,736	1,689,155	1,689,155	1,629,951	59,204	1,689,155	1,689,155
Special Assmnts- Discounts	-	(61,668)	(67,566)	(62,025)	(2,368)	(67,566)	(67,566)
Other Miscellaneous Revenues	10,263	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>30,924</b>	<b>1,644,966</b>	<b>1,621,589</b>	<b>1,573,526</b>	<b>60,436</b>	<b>1,630,789</b>	<b>1,624,589</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
ProfServ-Arbitrage Rebate	-	600	-	-	-	-	-
ProfServ-Property Appraiser	-	19,629	25,337	6,493	18,844	25,337	25,337
ProfServ-Trustee Fees	-	7,655	-	-	-	-	-
Misc-Assessmnt Collection Cost	-	15,757	33,783	30,849	1,184	33,783	33,783
<b>Total Administrative</b>	<b>-</b>	<b>43,641</b>	<b>59,120</b>	<b>37,342</b>	<b>20,028</b>	<b>59,120</b>	<b>59,120</b>
<i>Debt Service</i>							
Principal Debt Retirement	16,110,000	990,000	1,005,000	-	1,005,000	1,005,000	1,030,000
Principal Prepayments	-	5,000	-	5,000	-	5,000	-
Interest Expense	283,983	597,305	556,688	278,269	278,269	556,538	535,031
Cost of Issuance	204,039	-	-	-	-	-	-
DS Bond Discount	281,935	-	-	-	-	-	-
Underwriter	160,963	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>17,040,920</b>	<b>1,592,305</b>	<b>1,561,688</b>	<b>283,269</b>	<b>1,283,269</b>	<b>1,566,538</b>	<b>1,565,031</b>
<b>TOTAL EXPENDITURES</b>	<b>17,040,920</b>	<b>1,635,946</b>	<b>1,620,808</b>	<b>320,611</b>	<b>1,303,297</b>	<b>1,625,658</b>	<b>1,624,152</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(17,009,996)	9,020	781	1,252,915	(1,242,861)	5,131	437
<b>OTHER FINANCING SOURCES (USES)</b>							
Operating Transfers - In	1,770,429	-	-	-	-	-	-
Proceeds of Refunding Bonds	16,095,000	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	781	-	-	-	437
<b>TOTAL OTHER SOURCES (USES)</b>	<b>17,865,429</b>	<b>-</b>	<b>781</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>437</b>
Net change in fund balance	855,433	9,020	781	1,252,915	(1,242,861)	5,131	437
<b>FUND BALANCE, BEGINNING</b>	<b>4,465</b>	<b>859,898</b>	<b>868,918</b>	<b>868,918</b>	<b>-</b>	<b>868,918</b>	<b>874,049</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 859,898</b>	<b>\$ 868,918</b>	<b>\$ 869,699</b>	<b>\$ 2,121,833</b>	<b>\$ (1,242,861)</b>	<b>\$ 874,049</b>	<b>\$ 874,486</b>

**Amortization Schedule**  
**2018 Refunding of Series 2018A-1 and A-2 Special Assessment Refunding Bonds**

Year	Principal	Special calls	Interest	Principal Balance	FY Total DS
11/1/2020		\$ -	\$ 267,516	\$ 267,516	\$ 1,565,031
5/1/2021	\$ 1,030,000	\$ -	\$ 267,516	\$ 1,297,516	
11/1/2021		\$ -	\$ 255,928	\$ 255,928	\$ 1,566,856
5/1/2022	\$ 1,055,000	\$ -	\$ 255,928	\$ 1,310,928	
11/1/2022		\$ -	\$ 242,741	\$ 242,741	\$ 1,575,481
5/1/2023	\$ 1,090,000	\$ -	\$ 242,741	\$ 1,332,741	
11/1/2023		\$ -	\$ 228,434	\$ 228,434	\$ 1,576,869
5/1/2024	\$ 1,120,000	\$ -	\$ 228,434	\$ 1,348,434	
11/1/2024		\$ -	\$ 213,734	\$ 213,734	\$ 1,577,469
5/1/2025	\$ 1,150,000	\$ -	\$ 213,734	\$ 1,363,734	
11/1/2025		\$ -	\$ 197,922	\$ 197,922	\$ 1,575,844
5/1/2026	\$ 1,180,000	\$ -	\$ 197,922	\$ 1,377,922	
11/1/2026		\$ -	\$ 180,222	\$ 180,222	\$ 1,580,444
5/1/2027	\$ 1,220,000	\$ -	\$ 180,222	\$ 1,400,222	
11/1/2027		\$ -	\$ 161,922	\$ 161,922	\$ 1,578,844
5/1/2028	\$ 1,255,000	\$ -	\$ 161,922	\$ 1,416,922	
11/1/2028		\$ -	\$ 143,097	\$ 143,097	\$ 1,571,194
5/1/2029	\$ 1,285,000	\$ -	\$ 143,097	\$ 1,428,097	
11/1/2029		\$ -	\$ 123,822	\$ 123,822	\$ 1,212,644
5/1/2030	\$ 965,000	\$ -	\$ 123,822	\$ 1,088,822	
11/1/2030		\$ -	\$ 108,744	\$ 108,744	\$ 1,217,488
5/1/2031	\$ 1,000,000	\$ -	\$ 108,744	\$ 1,108,744	
11/1/2031		\$ -	\$ 92,494	\$ 92,494	\$ 1,214,988
5/1/2032	\$ 1,030,000	\$ -	\$ 92,494	\$ 1,122,494	
11/1/2032		\$ -	\$ 75,756	\$ 75,756	\$ 1,216,513
5/1/2033	\$ 1,065,000	\$ -	\$ 75,756	\$ 1,140,756	
11/1/2033		\$ -	\$ 58,450	\$ 58,450	\$ 1,216,900
5/1/2034	\$ 1,100,000	\$ -	\$ 58,450	\$ 1,158,450	
11/1/2034		\$ -	\$ 39,888	\$ 39,888	\$ 1,219,775
5/1/2035	\$ 1,140,000	\$ -	\$ 39,888	\$ 1,179,888	
11/1/2035		\$ -	\$ 20,650	\$ 20,650	\$ 1,221,300
5/1/2036	\$ 1,180,000	\$ -	\$ 20,650	\$ 1,200,650	\$ 1,200,650
	<b>\$ 17,865,000</b>	<b>\$ -</b>	<b>\$ 4,822,638</b>	<b>\$ 22,687,638</b>	

**HERITAGE BAY**

Community Development District

*Debt Service Fund***Budget Narrative**

Fiscal Year 2021

**REVENUES****Interest-Investments**

The District earns interest on the monthly average collected balance for their trust accounts.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162 and Section 197.3632 of the Florida Statutes, discounts are allowed for early payments of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Administrative****Professional Services-Property Appraiser**

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. The property appraiser cost is based upon 1.5% of the anticipated Non-Ad Valorem assessment collections.

**Miscellaneous-Assessment Collection Costs**

The District reimburses the Collier County Tax Collector for necessary administrative costs. Per the 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 assessment collection cost is based on a maximum of 2% of the anticipated assessment collections.

**Debt Service****Principal Debt Retirement**

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

**Interest Expense**

The District makes semi-annual interest payments on the outstanding debt.

## **HERITAGE BAY**

Community Development District

### **Supporting Budget Schedules**

Fiscal Year 2021

**Comparison of Assessment Rates  
Fiscal Year 2021 vs. Fiscal Year 2020**

Product	General Fund			Series 2018 Debt Service			Total Assessments per Unit			Units
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	
Executive	\$357.89	\$357.89	0%	\$1,928.85	\$1,928.85	0%	\$2,286.74	\$2,286.74	0%	139
Classics	\$357.89	\$357.89	0%	\$3,050.09	\$3,050.09	0%	\$3,407.98	\$3,407.98	0%	95
Classics II	\$357.89	\$357.89	0%	\$3,294.57	\$3,294.57	0%	\$3,652.46	\$3,652.46	0%	18
Coach	\$357.89	\$357.89	0%	\$1,361.54	\$1,361.54	0%	\$1,719.43	\$1,719.43	0%	184
2 Story	\$357.89	\$357.89	0%	\$1,134.62	\$1,134.62	0%	\$1,492.51	\$1,492.51	0%	364
4 Story	\$357.89	\$357.89	0%	\$907.69	\$907.69	0%	\$1,265.58	\$1,265.58	0%	450
										<b>1250</b>



**8B**

**RESOLUTION 2020-5**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE HERITAGE BAY COMMUNITY DEVELOPMENT  
DISTRICT APPROVING THE BUDGET FOR FISCAL  
YEAR 2021 AND SETTING A PUBLIC HEARING  
THEREON PURSUANT TO FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2021; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to set the required public hearing thereon;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD  
OF SUPERVISORS OF THE HERITAGE BAY  
COMMUNITY DEVELOPMENT DISTRICT;**

1. The budget proposed by the District Manager for Fiscal Year 2021 is hereby approved as the basis for conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: September 3, 2020

Hour: 9:00 a.m.

Place: Heritage Bay Clubhouse  
10154 Heritage Bay Boulevard  
Naples, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

**Adopted this 7th day of May, 2020.**

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Edwin B. Hubbard  
Chairman

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Justin Faircloth  
Secretary

## **Ninth Order of Business**

**9A.**

**MINUTES OF MEETING  
HERITAGE BAY  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Bay Community Development District was held on Thursday, March 5, 2020 at 9:00 a.m. in the Heritage Bay Clubhouse, 10154 Heritage Bay Boulevard, Naples, Florida.

Present and constituting a quorum were:

Edwin Hubbard	Chairman
Dennis Gagne	Assistant Secretary
Donna Hunter	Assistant Secretary
Jack Arcurie	Assistant Secretary

Also present were:

Justin Faircloth	District Manager
Albert Lopez	CPH
Stan Omland	Quarry CDD
Laura Severance	Heritage Bay Umbrella Association
Residents	

*The following is a summary of the actions taken at the March 5, 2020 Heritage Bay Community Development District's Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Faircloth called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Approval of Agenda**

- Handouts from Cypress Earthworks and the revised proposal from Copeland Southern Enterprises, Inc. were distributed to the Board. Both are to be considered under item 8A.

On MOTION by Ms. Hunter, seconded by Mr. Arcurie, with all in favor, the agenda was approved as amended.

**THIRD ORDER OF BUSINESS**

**Public Comment on Agenda Items**

None.

**FOURTH ORDER OF BUSINESS**

**Organizational Matters**

**A. Consideration of Supervisor to Fill Unexpired Term of Office (Seat 5, Expires 11/2022)**

- i. Allen Soucie Resume**
- ii. Paul Shellberg Resume**
- A public interview was conducted with each of the candidates.

On MOTION by Mr. Hubbard, seconded by Mr. Gagne, with all in favor, appointment of Mr. Allen Soucie to fill the remaining term of office for Seat 5 was approved.

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

- Mr. Faircloth being a Notary Public of the State of Florida administered the Oath of Office to Mr. Soucie.

**C. Designation of Officers (Resolution 2020-3)**

On MOTION by Mr. Arcurie, seconded by Ms. Hunter, with all in favor, Resolution 2020-03, designating Edwin Hubbard as Chairman, Dennis Gagne as Vice Chairman, Justin Faircloth as Secretary, Stephen Bloom as Treasurer, Alan Baldwin as Assistant Treasurer, and the remaining Supervisors as Assistant Secretaries was adopted.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

**A. Project Summary**

- i. Q.E. Open Items for Completion**
  - Q.E. open items were discussed with the Board.
- ii. Clubhouse Dry Retention Modification Update**
  - CPH and the Chairman updated the Board on the Clubhouse Dry Retention Modification.
  - As construction begins, the District will need to ensure silt fences are being installed and turbidity is not going into the lake. In addition, the filters will need to be maintained for oil and sediments.
- iii. CPH Geotube Recommendation Email February 23, 2020**
  - CPH reviewed their recommendations regarding the step erosion with the existing geotubes within the District.
  - CPH will provide details, which can be used with future repair projects.

- The Board agreed to allow Copeland Southern Enterprises, Inc. to investigate the damaged drain line on Lake 4 and, if necessary, have it repaired as needed in conjunction with the Association.

**EIGHTH ORDER OF BUSINESS** **Old Business**

- A. FY 2020 Lake Bank Erosion Restoration Proposals**
  - i. Quality Enterprises Email Proposal February 23, 2020**
  - ii. Copeland Southern Enterprises Proposals**
  - iii. Cypress Earthworks and Copeland Southern Enterprises, Inc. Revised Proposals**
- Mr. Faircloth reviewed and discussed the proposals.

Mr. Gagne MOVED to approve the revised proposal from Copeland Southern Enterprises, Inc. to complete lake bank repairs to Lakes 10, 17, 21, 22, 22, 24, and 30B at a cost of \$107,550 and Ms. Hunter seconded the motion.

- Further discussion ensued regarding the remaining bridge work and designation of funds.

On VOICE Vote, with all in favor, the prior motion was approved.

**SIXTH ORDER OF BUSINESS** **Attorney's Report**

- A. Resolution 2020-2 Establishing Policy and Procedure for Certain Maintenance or Repair Contracts**
- Mr. Faircloth discussed the purpose for developing Resolution 2020-2.

On MOTION by Mr. Arcurie, seconded by Ms. Hunter, with all in favor, Resolution 2020-2, Establishing Policy and Procedure for Certain Maintenance or Repair contracts was adopted.

**SEVENTH ORDER OF BUSINESS** **Lake & Wetland Management Monthly Inspections and Service Reports**

- The reports were reviewed with the Board.

**NINTH ORDER OF BUSINESS** **New Business**

None.

**TENTH ORDER OF BUSINESS** **Manager's Report**

- A. Approval of the Minutes of the January 30, 2020 Meeting**



- One correction was mentioned noting that Mrs. Arcurie did not make a motion at the last meeting and rather it should be listed as Mr. Arcurie. The change will be reflected on the amended minutes.

On MOTION by Ms. Hunter, seconded by Mr. Arcurie, with all in favor, the Minutes of the January 30, 2020 Meeting were approved as amended.

#### **B. Acceptance of Financials**

- Mr. Faircloth reviewed the Financial Report for the period ending January 31, 2020 with the Board. Questions were asked and discussion ensued regarding Miscellaneous Revenues, the Umbrella Association, outstanding assessments and the construction balance.

On MOTION by Mr. Gagne, seconded by Mr. Soucie, with all in favor, the January 31, 2020 Financial Statements were accepted.

#### **C. Discussion of Draft FY 2021 Budget**

- Mr. Faircloth reviewed the Draft FY 2021 Budget with the Board noting there are no planned increases to the residents and no major projects to consider. As discussed in contract discussions, there is a proposed three percent increase included for Inframark.
- The Board requested *Lakes & Ponds, R&M Aquascaping* be reduced from \$8,500 to \$3,500 and *Lakes & Ponds, R&M Lake Erosion* be increased from \$71,024 to \$76,024.

#### **D. Field Manager's Reports**

- The Field Manager's Report for inspections conducted on January 28, 2020 and February 24, 2020 were reviewed.

#### **E. Updated Inframark Infrastructure Management Services Contract for Review and Approval**

- The Board tabled the updated Inframark contract discussion until the next meeting, as the Chairman continues to work with the Attorney on this item.

#### **F. Follow Up Items**

##### **i. FEMA Update**

- The Board was updated on FEMA regarding the recent RFI on DAC items and the response from Senator Rubio's office.

153

154 **ELEVENTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests, and  
Comments**

155

156 None.

157

158 **TWELFTH ORDER OF BUSINESS**

**Chairman's Comments**

159

- Mr. Hubbard discussed a homeowner's request to extend their pool area and modify the landscaping on the berm by the cove on Lake 30A. He also discussed drainage projects by Associations and a resident's request to install a generator.

160

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162

- The Board decided to cancel the meeting scheduled for April 2, 2020. The next meeting will be held on May 7, 2020 and the Board plans to hold the Public Hearing on August 6, 2020.

163

164

165

166 **THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**

167

- Mr. Omland thanked the Heritage Bay CDD and commented on Quarry CDD matters.

168

169 **FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

170

There being no further business,

171

172

On MOTION by Mr. Hubbard, seconded by Mr. Arcurie, with all in favor, the meeting was adjourned at 11:32 a.m.

173

174

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176

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178 Justin Faircloth

179 Secretary

Edwin Hubbard

Chairman

**9B.**

**HERITAGE BAY**  
**Community Development District**

**Financial Report**

**March 31, 2020**

**(Unaudited)**

**Prepared by**



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**HERITAGE BAY**  
**Community Development District**

**Financial Statements**

**(Unaudited)**

**March 31, 2020**

## Balance Sheet

March 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018 DEBT SERVICE FUND	SERIES 2018 CONSTRUCTION & ACQUISITION FUND	TOTAL
<b>ASSETS</b>				
Cash - Checking Account	\$ 558,003	\$ -	\$ -	\$ 558,003
Due From Other Funds	-	143,227	-	143,227
Investments:				
Money Market Account	351,619	-	-	351,619
Construction Fund	-	-	133,764	133,764
Prepayment Account	-	2,704	-	2,704
Reserve Fund	-	390,467	-	390,467
Revenue Fund	-	1,585,435	-	1,585,435
Prepaid Items	3,377	-	-	3,377
<b>TOTAL ASSETS</b>	<b>\$ 912,999</b>	<b>\$ 2,121,833</b>	<b>\$ 133,764</b>	<b>\$ 3,168,596</b>
<b>LIABILITIES</b>				
Due To Other Funds	143,227	-	-	143,227
<b>TOTAL LIABILITIES</b>	<b>143,227</b>	<b>-</b>	<b>-</b>	<b>143,227</b>
<b>FUND BALANCES</b>				
<b>Nonspendable:</b>				
Prepaid Items	3,377	-	-	3,377
<b>Restricted for:</b>				
Debt Service	-	2,121,833	-	2,121,833
Capital Projects	-	-	133,764	133,764
<b>Assigned to:</b>				
Operating Reserves	95,050	-	-	95,050
Reserves - Erosion Control	14,687	-	-	14,687
Reserves - Lakes	125,000	-	-	125,000
Reserves - Loan	4,750	-	-	4,750
Reserves - Stormwater System	3,310	-	-	3,310
<b>Unassigned:</b>	<b>523,598</b>	<b>-</b>	<b>-</b>	<b>523,598</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 769,772</b>	<b>\$ 2,121,833</b>	<b>\$ 133,764</b>	<b>\$ 3,025,369</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 912,999</b>	<b>\$ 2,121,833</b>	<b>\$ 133,764</b>	<b>\$ 3,168,596</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 2,000	\$ 1,000	\$ 2,385	\$ 1,385
Hurricane Irma FEMA Refund	-	-	3,787	3,787
Interest - Tax Collector	-	-	999	999
Special Assmnts- Tax Collector	355,190	346,893	342,741	(4,152)
Specials Assmnts – Lakes 30A & 30B	60,923	59,499	58,787	(712)
Special Assmnts- Reserves	31,250	30,520	30,155	(365)
Special Assmnts- Discounts	(17,895)	(17,477)	(16,427)	1,050
Other Miscellaneous Revenues	-	-	5,000	5,000
<b>TOTAL REVENUES</b>	<b>431,468</b>	<b>420,435</b>	<b>427,427</b>	<b>6,992</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	9,000	4,500	3,400	1,100
FICA Taxes	689	344	260	84
ProfServ-Arbitrage Rebate	600	600	-	600
ProfServ-Dissemination Agent	1,500	-	750	(750)
ProfServ-Engineering	14,000	7,000	(2,551)	9,551
ProfServ-Legal Services	13,000	6,500	2,438	4,062
ProfServ-Mgmt Consulting Serv	46,270	23,135	27,666	(4,531)
ProfServ-Property Appraiser	6,710	-	1,726	(1,726)
ProfServ-Special Assessment	6,600	6,600	6,600	-
ProfServ-Trustee Fees	5,157	5,157	3,190	1,967
ProfServ-Web Site Maintenance	1,100	550	550	-
Auditing Services	5,900	-	500	(500)
Postage and Freight	2,500	1,250	364	886
Insurance - General Liability	9,389	9,389	7,749	1,640
Printing and Binding	1,379	689	-	689
Legal Advertising	3,000	1,500	336	1,164
Misc-Bank Charges	100	100	-	100
Misc-Assessmnt Collection Cost	8,947	8,738	8,170	568
Misc-Web Hosting	6,773	3,386	2,702	684
Office Supplies	100	-	-	-
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>142,889</b>	<b>79,613</b>	<b>64,025</b>	<b>15,588</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Field</u></b>				
ProfServ-Field Management	12,830	6,415	9,853	(3,438)
R&M-Contingency	84	42	-	42
<b>Total Field</b>	<u>12,914</u>	<u>6,457</u>	<u>9,853</u>	<u>(3,396)</u>
<b><u>Lakes and Ponds</u></b>				
Contracts-Lake and Wetland	71,200	35,600	33,600	2,000
Contracts-Water Analysis	9,861	4,931	-	4,931
Contracts-Water Quality	27,700	13,850	13,850	-
Contracts-Lakes 30A & 30B	24,000	12,000	12,000	-
Contract-Sediment Testing	6,675	6,675	-	6,675
R&M-Aquascaping	8,500	4,250	-	4,250
R&M-Stormwater System	4,000	2,000	-	2,000
R&M-Lake Erosion	71,024	35,512	24,425	11,087
R&M-Contingency	3,000	1,500	2,475	(975)
Reserve - Lakes	31,250	31,250	-	31,250
Reserve-Stormwater System	18,455	18,455	-	18,455
<b>Total Lakes and Ponds</b>	<u>275,665</u>	<u>166,023</u>	<u>86,350</u>	<u>79,673</u>
<b>TOTAL EXPENDITURES</b>	<b>431,468</b>	<b>252,093</b>	<b>160,228</b>	<b>91,865</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	168,342	267,199	98,857
Net change in fund balance	\$ -	\$ 168,342	\$ 267,199	\$ 98,857
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>502,573</b>	<b>502,573</b>	<b>502,573</b>	
<b>FUND BALANCE, ENDING</b>	<b><u>\$ 502,573</u></b>	<b><u>\$ 670,915</u></b>	<b><u>\$ 769,772</u></b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ -	\$ 5,600	\$ 5,600
Special Assmnts- Tax Collector	1,689,155	1,649,693	1,629,951	(19,742)
Special Assmnts- Discounts	(67,566)	(65,987)	(62,025)	3,962
<b>TOTAL REVENUES</b>	<b>1,621,589</b>	<b>1,583,706</b>	<b>1,573,526</b>	<b>(10,180)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Property Appraiser	25,337	25,337	6,493	18,844
Misc-Assessmnt Collection Cost	33,783	33,177	30,849	2,328
<b>Total Administration</b>	<b>59,120</b>	<b>58,514</b>	<b>37,342</b>	<b>21,172</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	1,005,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	556,688	278,344	278,269	75
<b>Total Debt Service</b>	<b>1,561,688</b>	<b>278,344</b>	<b>283,269</b>	<b>(4,925)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,620,808</b>	<b>336,858</b>	<b>320,611</b>	<b>16,247</b>
Excess (deficiency) of revenues Over (under) expenditures	781	1,246,848	1,252,915	6,067
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	781	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>781</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 781	\$ 1,246,848	\$ 1,252,915	\$ 6,067
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>868,918</b>	<b>868,918</b>	<b>868,918</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 869,699</b>	<b>\$ 2,115,766</b>	<b>\$ 2,121,833</b>	

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ 1,044	\$ 1,044
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>1,044</b>	<b>1,044</b>
<b>EXPENDITURES</b>				
<b>Construction In Progress</b>				
Construction in Progress	-	-	30,647	(30,647)
<b>Total Construction In Progress</b>	<b>-</b>	<b>-</b>	<b>30,647</b>	<b>(30,647)</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>30,647</b>	<b>(30,647)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	(29,603)	(29,603)
Net change in fund balance	\$ -	\$ -	\$ (29,603)	\$ (29,603)
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>-</b>	<b>-</b>	<b>163,367</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 133,764</b>	

**HERITAGE BAY**  
**Community Development District**

**Supporting Schedules**

**March 31, 2020**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2020

														TOTAL				
Acct No.	Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Actual Thru 3/31/2020	Projected Next 6 Mths	FY2020 Total	Adopted Budget	% of Budget
<b>Revenues</b>																		
361001	Interest - Investments	\$ 397	\$ 351	\$ 436	\$ 442	\$ 414	\$ 344	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 2,385	\$ 1,000	\$ 3,385	\$ 2,000	169%
331397	Hurricane Irma FEMA Refund	-	3,787	-	-	-	-	-	-	-	-	-	-	3,787	-	3,787	-	0%
361006	Interest - Tax Collector	-	-	-	999	-	-	-	-	-	-	-	-	999	-	999	-	0%
363010	Special Assmnts- Tax Collector	3,226	125,223	184,006	15,770	9,081	5,434	8,297	-	-	-	-	-	342,741	8,297	351,038	355,190	99%
363018	Specials Assmnts - Lakes 30A & 30B	553	21,478	31,561	2,705	1,558	932	1,424	-	-	-	-	-	58,787	1,424	60,211	60,923	99%
363023	Special Assmnts- Reserves	284	11,017	16,189	1,387	799	478	730	-	-	-	-	-	30,155	730	30,885	31,250	99%
363090	Special Assmnts- Discounts	(213)	(6,300)	(9,132)	(537)	(195)	(50)	(418)	-	-	-	-	-	(16,427)	(418)	(16,845)	(17,895)	94%
369900	Other Miscellaneous Revenues	-	5,000	-	-	-	-	-	-	-	-	-	-	5,000	-	5,000	-	0%
<b>Total Revenues</b>		<b>4,247</b>	<b>160,556</b>	<b>223,060</b>	<b>20,766</b>	<b>11,657</b>	<b>7,138</b>	<b>10,200</b>	<b>167</b>	<b>167</b>	<b>167</b>	<b>167</b>	<b>167</b>	<b>427,427</b>	<b>11,033</b>	<b>438,460</b>	<b>431,468</b>	<b>102%</b>
<b>Expenditures</b>																		
<b>Administrative</b>																		
511001	P/R-Board of Supervisors	1,000	800	-	-	800	800	750	750	750	750	750	750	3,400	4,500	7,900	9,000	88%
521001	FICA Taxes	77	61	-	-	61	61	57	57	57	57	57	57	260	345	605	689	88%
531002	ProfServ-Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	600	0%
531012	ProfServ-Dissemination Agent	125	125	125	125	125	125	-	-	-	-	-	1,500	750	1,500	2,250	1,500	150%
531013	ProfServ-Engineering	-	-	-	792	(3,343)	-	1,167	1,167	1,167	1,167	1,167	1,167	(2,551)	7,000	4,449	14,000	32%
531023	ProfServ-Legal Services	260	1,008	423	748	-	-	1,083	1,083	1,083	1,083	1,083	1,083	2,438	6,500	8,938	13,000	69%
531027	ProfServ-Mgmt Consulting Serv	8,387	3,856	3,856	3,856	3,856	3,856	3,856	3,856	3,856	3,856	3,856	3,856	27,666	23,135	50,801	46,270	110%
531035	ProfServ-Property Appraiser	-	-	1,726	-	-	-	-	-	-	-	-	6,710	1,726	6,710	8,436	6,710	126%
531038	ProfServ-Special Assessment	-	-	6,600	-	-	-	-	-	-	-	-	-	6,600	-	6,600	6,600	100%
531045	ProfServ-Trustee Fees	6,730	-	(6,730)	-	3,190	-	-	-	-	-	-	-	3,190	-	3,190	5,157	62%
531094	ProfServ-Web Site Maintenance	92	92	92	92	92	92	92	92	92	92	92	92	550	550	1,100	1,100	100%
532002	Auditing Services	-	500	-	-	-	-	4,500	-	1,400	-	-	-	500	5,900	6,400	5,900	108%
541006	Postage and Freight	41	40	180	3	58	42	208	208	208	208	208	208	364	1,250	1,614	2,500	65%
545002	Insurance - General Liability	-	-	7,749	-	-	-	-	-	-	-	-	-	7,749	-	7,749	9,389	83%
547001	Printing and Binding	-	-	-	-	-	-	115	115	115	115	115	115	-	690	690	1,379	50%
548002	Legal Advertising	336	-	-	-	-	-	250	250	250	250	250	250	336	1,500	1,836	3,000	61%
549009	Misc-Bank Charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100	0%
549070	Misc-Assessmnt Collection Cost	77	3,028	4,452	387	225	1	209	-	-	-	-	-	8,170	209	8,379	8,947	94%
549915	Misc-Web Hosting	756	1,144	413	-	388	-	564	564	564	564	564	564	2,702	3,387	6,089	6,773	90%
551002	Office Supplies	-	-	-	-	-	-	-	-	-	-	-	100	-	100	100	100	100%
554007	Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	-	175	175	100%
<b>Total Administrative</b>		<b>18,056</b>	<b>10,654</b>	<b>18,886</b>	<b>6,003</b>	<b>5,452</b>	<b>4,977</b>	<b>12,851</b>	<b>8,142</b>	<b>9,542</b>	<b>8,142</b>	<b>8,142</b>	<b>16,452</b>	<b>64,025</b>	<b>63,276</b>	<b>127,301</b>	<b>142,889</b>	<b>89%</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2020

														TOTAL					
Acct No.	Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Actual Thru 3/31/2020	Projected Next 6 Mths	FY2020 Total	Adopted Budget	% of Budget	
<u>Field</u>																			
531016	ProfServ-Field Management	1,507	1,507	1,788	1,350	2,632	1,069	1,069	1,069	1,069	1,069	1,069	1,069	9,853	6,415	16,268	12,830	127%	
546335	R&M-Contingency	-	-	-	-	-	-	7	7	7	7	7	7	-	42	42	84	50%	
Total Field		1,507	1,507	1,788	1,350	2,632	1,069	1,076	1,076	1,076	1,076	1,076	1,076	9,853	6,457	16,310	12,914	126%	
<u>Lakes and Ponds</u>																			
534021	Contracts-Lake and Wetland	5,600	5,600	5,600	5,600	5,600	5,600	5,933	5,933	5,933	5,933	5,933	5,933	33,600	35,600	69,200	71,200	97%	
534046	Contracts-Water Analysis	-	-	-	-	-	-	822	822	822	822	822	822	-	4,931	4,931	9,861	50%	
534048	Contracts-Water Quality	-	13,850	-	(3,343)	3,343	-	2,308	2,308	2,308	2,308	2,308	2,308	13,850	13,850	27,700	27,700	100%	
534166	Contracts-Lakes 30A & 30B	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	12,000	12,000	24,000	24,000	100%	
534167	Contract-Sediment Testing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,675	0%	
546006	R&M-Aquascaping	-	-	-	-	-	-	-	-	-	-	-	-	-	4,250	4,250	8,500	50%	
546090	R&M-Stormwater System	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	2,000	4,000	50%	
546132	R&M-Lake Erosion	18,000	-	-	6,000	-	425	5,919	5,919	5,919	5,919	5,919	5,919	24,425	35,512	59,937	71,024	84%	
546335	R&M-Contingency	863	863	750	-	-	-	-	-	-	-	-	-	2,475	1,500	3,975	3,000	133%	
568102	Reserve - Lakes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	31,250	0%	
568169	Reserve-Stormwater System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	18,455	0%	
Total Lakes and Ponds		26,463	22,313	8,350	10,257	10,943	8,025	16,982	16,982	16,982	16,982	16,982	16,982	86,350	109,643	195,993	275,665	71%	
Total Expenditures		46,026	34,474	29,024	17,610	19,027	14,071	30,909	26,200	27,600	26,200	26,200	34,510	160,228	179,376	339,604	431,468	79%	
Excess (deficiency) of revenues																			
Over (under) expenditures		(41,779)	126,082	194,036	3,156	(7,370)	(6,933)	(20,709)	(26,033)	(27,433)	(26,033)	(26,033)	(34,343)	267,199	(168,343)	98,856	-	0%	
<u>Other Financing Sources (Uses)</u>																			
Contribution to (Use of) Fund Balance		-	-	-	-	-	-	(20,709)	(26,033)	(27,433)	(26,033)	(26,033)	(34,343)	-	(168,343)	(168,343)	-	0%	
Total Financing Sources (Uses)		-	-	-	-	-	-	(20,709)	(26,033)	(27,433)	(26,033)	(26,033)	(34,343)	-	(168,343)	(168,343)	-	0%	
Net change in fund balance		\$ (41,779)	\$ 126,082	\$ 194,036	\$ 3,156	\$ (7,370)	\$ (6,933)	\$ (20,709)	\$ (26,033)	\$ (27,433)	\$ (26,033)	\$ (26,033)	\$ (34,343)	\$ 267,199	\$ (168,343)	\$ 98,856	\$ -	0%	
391000	Fund Balance, Beginning (Oct 1, 2019)														502,573	-	502,573	502,573	
Fund Balance, Ending															\$ 769,772	\$ (168,343)	\$ 601,429	\$ 502,573	

**Non-Ad Valorem Special Assessments - Collier County Tax Collector**  
**(Monthly Collection Distributions)**  
**For the Fiscal Year Ending September 30, 2020**

					ALLOCATION BY FUND			
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Lakes 30A & 30B	Reserve Assmnts	Debt Service Fund
Assessments Levied				\$ 2,136,519	\$ 355,191	\$ 60,922	\$ 31,250	\$ 1,689,157
Allocation %				100%	17%	3%	1%	79%
10/31/19	\$ 18,020	\$ 1,019	\$ 368	\$ 19,406	\$ 3,226	\$ 553	\$ 284	\$ 15,343
11/15/19	189,791	8,069	3,873	201,734	33,538	5,752	2,951	159,493
11/25/19	518,892	22,017	10,590	551,498	91,685	15,726	8,067	436,021
12/13/19	985,005	41,753	20,102	1,046,861	174,038	29,851	15,312	827,660
12/27/19	56,942	1,860	1,162	59,963	9,969	1,710	877	47,408
01/17/20	90,448	2,566	1,846	94,860	15,770	2,705	1,387	74,997
02/20/20	52,620	931	1,074	54,625	9,081	1,558	799	43,187
03/23/20	32,444	239	5	32,687	5,434	932	478	25,843
<b>TOTAL</b>	<b>\$ 1,944,162</b>	<b>\$ 78,453</b>	<b>\$ 39,019</b>	<b>\$ 2,061,634</b>	<b>\$ 342,741</b>	<b>\$ 58,787</b>	<b>\$ 30,155</b>	<b>\$ 1,629,951</b>
% COLLECTED					96%	96%	96%	96%
<b>TOTAL OUTSTANDING</b>				<b>\$ 74,885</b>	<b>\$ 12,449</b>	<b>\$ 2,135</b>	<b>\$ 1,095</b>	<b>\$ 59,205</b>

**Cash and Investment Balances**  
**March 31, 2020**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
<b>GENERAL FUND</b>				
Operating Checking	Valley National Bank	N/A	0.00%	\$ 558,003
Money Market Account	BankUnited	N/A	0.45%	351,619
	<b>Subtotal General Fund</b>			<u>909,622</u>
<b>DEBT SERVICE FUND</b>				
Series 2018 Constr and Acq Fund	US Bank	N/A	1.2%	133,764
Series 2018 Reserve Fund	US Bank	N/A	1.2%	390,467
Series 2018 Revenue Fund	US Bank	N/A	1.2%	1,585,435
Series 2018 PrePayment Fund	US Bank	N/A	1.2%	2,704
	<b>Subtotal Debt Service</b>			<u>2,112,370 (1)</u>
<b>Total</b>				<u><u>\$ 3,021,992</u></u>

Note (1) Invested in First American Obligation Fund



**Construction Report  
March 31, 2020**

**Deposit to 2018 Acquisition and Construction Account (Amount from 4/18/18) \$ 3,461,202**

***Requisitons (Please see Requisition List)***

		<i>Requisitions Total</i>	3,358,942
	Less Requisitions paid in FY17	\$	28,232
	Total Requisitions for FY18	\$	2,669,228
	Total Requisitions for FY19	\$	630,835
	Total Requisitions for FY20	\$	30,647
		<i>Sub-Total of initial dep less requisitions</i>	<b>\$ 102,260</b>
		<i>Interest and transfers in Construction and Acquisition Account</i>	<b>31,505</b>
		<b>Balance in Construction &amp; Acq Account as of March 31, 2020</b>	<b>\$ 133,764</b>

SUMMARY OF REQUISITIONS

REQ #	FISCAL YEAR	VENDOR	AMOUNT	DATE OF CHECK
<b>REQ'S FOR FISCAL YR.</b>	<b>FY17</b>	<b>SUM OF REQUISITIONS FOR FY17</b>	<b>\$ 28,232.37</b>	
<b>REQ'S FOR FISCAL YR.</b>	<b>FY18</b>	<b>SUM OF REQUISITIONS FOR FY18</b>	<b>\$ 2,669,228.45</b>	
<b>REQ'S FOR FISCAL YR.</b>	<b>FY19</b>	<b>SUM OF REQUISITIONS FOR FY19</b>	<b>\$ 630,834.87</b>	
91	FY20	CPH Inv # 116307	\$ 4,720.10	10/3/2019
92	FY20	CPH # 116738	\$ 521.40	11/15/2019
93	FY20	Quality Enterprise Inv # 70721	\$ 14,639.00	1/8/2020
94	FY20	CPH Inv # 117659	\$ 2,474.55	1/29/2020
95	FY20	Heritage Bay Golf & County Club App 3.3	\$ 8,291.50	3/10/2020

Total (1) 3,358,942.24

<b>FY17 (1)</b>	<b>FY18 (1)</b>
\$ 28,232.37	\$ 2,669,228.45
<b>FY19 (1)</b>	<b>FY20 (1)</b>
\$ 630,834.87	\$ 30,646.55

## Heritage Bay CDD

### Bank Reconciliation

**Bank Account No.** 9727 Valley National Bank GF  
**Statement No.** 03-20  
**Statement Date** 3/31/2020

<b>G/L Balance (LCY)</b>	558,003.27	<b>Statement Balance</b>	558,278.09
<b>G/L Balance</b>	558,003.27	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	558,278.09
<b>Subtotal</b>	558,003.27	<b>Outstanding Checks</b>	274.82
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	558,003.27	<b>Ending Balance</b>	558,003.27
<b>Difference</b>	0.00		

<b>Posting Date</b>	<b>Document Type</b>	<b>Document No.</b>	<b>Description</b>	<b>Amount</b>	<b>Cleared Amount</b>	<b>Difference</b>
<b>Outstanding Checks</b>						
12/27/2019	Payment	3574	COLEMAN, YOVANOVICH & KOESTER, P.A.	260.00	0.00	260.00
3/26/2020	Payment	3598	FEDEX	14.82	0.00	14.82
<b>Total Outstanding Checks.....</b>				<b>274.82</b>		<b>274.82</b>

# HERITAGE BAY COMMUNITY DEVELOPMENT DISTRICT

**Payment Register by Fund**  
**For the Period from 2/1/2020 to 3/31/2020**  
**(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,855.83
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	ProfServ-Field Management	531016-53901	\$1,069.17
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	ProfServ-Field Management	531016-53901	\$281.25
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	Postage and Freight	541006-51301	\$3.00
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	ProfServ-Web Site Maintenance	531094-51301	\$91.67
001	3590	02/11/20	INFRAMARK, LLC	48247	Management Fees- Jan 2020	ProfServ-Dissemination Agent	531012-51301	\$125.00
001	3591	02/17/20	INNERSYNC, LTD	18236	QUARTERLY WEBSITE MAINT	Misc-Web Hosting	549915-51301	\$388.13
001	3592	02/17/20	LAKE & WETLAND MANAGEMENT, INC	7650-WC	FEB AQUATIC MAINT	Contracts-Lakes 30A & 30B	534166-53917	\$2,000.00
001	3592	02/17/20	LAKE & WETLAND MANAGEMENT, INC	7650-WC	FEB AQUATIC MAINT	Contracts-Lake and Wetland	534021-53917	\$5,600.00
001	3593	02/27/20	FEDEX	6-924-75009	JAN POSTAGE	Postage and Freight	541006-51301	\$33.35
001	3594	02/27/20	INFRAMARK, LLC	48985	MANAGEMENT FEES- FEB 2020	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,855.83
001	3594	02/27/20	INFRAMARK, LLC	48985	MANAGEMENT FEES- FEB 2020	ProfServ-Field Management	531016-53901	\$1,069.17
001	3594	02/27/20	INFRAMARK, LLC	48985	MANAGEMENT FEES- FEB 2020	ProfServ-Field Management	531016-53901	\$1,562.50
001	3594	02/27/20	INFRAMARK, LLC	48985	MANAGEMENT FEES- FEB 2020	ProfServ-Web Site Maintenance	531094-51301	\$91.67
001	3594	02/27/20	INFRAMARK, LLC	48985	MANAGEMENT FEES- FEB 2020	ProfServ-Dissemination Agent	531012-51301	\$125.00
001	3596	03/13/20	LAKE & WETLAND MANAGEMENT, INC	7764	MAR LAKE MAINT	Contracts-Lakes 30A & 30B	534166-53917	\$2,000.00
001	3596	03/13/20	LAKE & WETLAND MANAGEMENT, INC	7764	MAR LAKE MAINT	Contracts-Lake and Wetland	534021-53917	\$5,600.00
001	3597	03/17/20	FEDEX	6-944-75792	FEB POSTAGE	Postage and Freight	541006-51301	\$24.02
001	3598	03/26/20	FEDEX	6-959-32165	POSTAGE- AGENDA PKG	Postage and Freight	541006-51301	\$14.82
001	3599	03/26/20	INFRAMARK, LLC	49757	Management Services- March 2020	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,855.83
001	3599	03/26/20	INFRAMARK, LLC	49757	Management Services- March 2020	ProfServ-Field Management	531016-53901	\$1,069.17
001	3599	03/26/20	INFRAMARK, LLC	49757	Management Services- March 2020	Postage and Freight	541006-51301	\$3.50
001	3599	03/26/20	INFRAMARK, LLC	49757	Management Services- March 2020	ProfServ-Web Site Maintenance	531094-51301	\$91.67
001	3599	03/26/20	INFRAMARK, LLC	49757	Management Services- March 2020	ProfServ-Dissemination Agent	531012-51301	\$125.00
001	3589	02/04/20	DENNIS P. GAGNE	PAYROLL	February 04, 2020 Payroll Posting			\$184.70
001	DD125	02/04/20	EDWIN B. HUBBARD	PAYROLL	February 04, 2020 Payroll Posting			\$184.70
001	DD126	02/04/20	FRANK J. ARCURIE	PAYROLL	February 04, 2020 Payroll Posting			\$184.70
001	DD127	02/04/20	DONNA L. HUNTER	PAYROLL	February 04, 2020 Payroll Posting			\$184.70
001	3595	03/11/20	DENNIS P. GAGNE	PAYROLL	March 11, 2020 Payroll Posting			\$184.70
001	DD128	03/11/20	EDWIN B. HUBBARD	PAYROLL	March 11, 2020 Payroll Posting			\$184.70
001	DD129	03/11/20	FRANK J. ARCURIE	PAYROLL	March 11, 2020 Payroll Posting			\$184.70
001	DD130	03/11/20	DONNA L. HUNTER	PAYROLL	March 11, 2020 Payroll Posting			\$184.70
<b>Fund Total</b>								<b>\$34,413.18</b>

<b>Total Checks Paid</b>	<b>\$34,413.18</b>
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PROJECT	DATE APPROVED	AMOUNT APPROVED	ACTUAL COST	UNDER / OVER BUDGET	STATUS	NOTES
Creekbridge Hurricane Damage Repairs	9/29/2017	19,687.50	21,562.50	● 1,875.00	Completed	Agenda Page 74
Q.E. Lake 30A/30B Erosion Restoration	10/5/2017	1,314,480.48	1,023,622.25	● (290,858.23)	Completed	
CPH Lake 20 North Bank	11/2/2017	16,950.00	14,745.40	● (2,204.60)	Completed	
CPH Emergency lake Bank Repair 30/A/30B	11/2/2017	117,950.00	111,362.05	● (6,587.95)	In Progress	Includes design,bidding, oversight. Additional \$12,500 allowed for testing on 6-7-18
CPH C.S. Replacement 30A/30B	11/2/2017	21,450.00	22,700.55	● 1,250.55	In Progress	Includes design,bidding, oversight. Reimburseables of \$1,356.80
Q.E. Hurricane Emergency Lake Bank Restoration / Outfall Structures	1/4/2018	1,755,429.50	1,545,845.00	● (209,584.50)	Completed	
LWM Lake 19 Carp Install	1/4/2018	3,708.00	-	● (3,708.00)	Deferred	Contract sent to LWM on 1-8-18. They will handle all permitting. Canceled as of May 2018 CDD Meeting.
MRI Buoy Installation	2/1/2018	2,000.00	-	● (2,000.00)	Deferred	Canceled as of May 2018 CDD Meeting
CPH Water/Sediment Testing FY 2019	7/12/2018	34,375.00	34,375.00	● -	Completed	Waiting on revised contract with changes to ENV-2to be 4/2019 & ENV-3 to be 10/2018.
Buttonwood Grass	10/1/2017		1,162.50	● 1,162.50	Completed	150 3 gal. Fakahatchee Grass plants - golf course to install
Summer 2018 Erosion Work	5/3/2018	67,500.00	65,565.00	● (1,935.00)	Completed	Not to Exceed Amount
MRI Stormwater System Inspection	9/6/2018	3,000.00	3,000.00	● -	Completed	
QE Supplemental 30A East Bank	9/11/2018	260,669.20	314,005.50	● 53,336.30	Completed	Added change orders #1 & 2 for \$80K & \$5,425 on 5/17/19 - total new cost is \$346,094.20 overage should be \$85,425 or less.
QE North Bank Lake 20	9/11/2018	149,039.00	134,240.00	● (14,799.00)	Completed	Final documents received 12/18/19 final requisition request submitted 12/20/19
CPH Muck Probe Sampling FY 2019	10/4/2018	5,600.00	5,600.00	● -	Completed	sent signed contract to CPH on 10/10/18
ADA Site Compliance Review	10/4/2018	199.00	199.00	● -	Completed	sent signed contract to on 10/8/18
CPH Boat Launch Design	12/6/2018	22,000.00	9,318.56	● (12,681.44)	Deferred	NTE - waiting on contract from CPH - sent signed contract to CPH and Recording/Finance on 1/18/19 - Borad decided to abandon this project at the Feb 2019 meeting.
QE Boat Launch Construction	12/6/2018	28,000.00	563.20	● (27,436.80)	Deferred	NTE - waiting on CPH design - Board Decided to terminate project at the February 2018 meeting.
LWM Cypress Tree Trimming	12/6/2018	3,500.00	3,500.00	● -	Completed	sent emails to LWM on 12/27/18 & 1/8/19
Drone Video of Lakes 30A&30B	12/6/2018	5,000.00	-	● (5,000.00)	Deferred	NTE - reached out to Tim Hall, reached out to Florida Aerial Survey on 1/7/18.
Inframark Lake Bank Erosion Evaluation	12/6/2018	2,000.00	2,000.00	● -	Completed	NTE
LWM Littoral Planting Lakes 4 & 5	3/22/2019	1,111.50	1,111.50	● -	Completed	Received proposal from LWM 4/16/19 & returned signed. 5/17/19 requested littorals stop being planted and moved to lake 24 if necessary due to lake bank restoration per Chairman. Communicated week of 5/27/19 to plant lake 4.
MRI SWS Cleaning	3/22/2019	35,350.00	34,600.00	● (750.00)	Completed	Documents obtained. Waiting on inspection date.

# Heritage Bay CDD Rip Rap Project Lakes 30A & 30B

## TOTAL SPENT

PROJECT	DATE APPROVED	ACTUAL COST	STATUS	NOTES
Lake 30A & 30B Rip Rap Project	4/6/2017	1,155,933.99	Completed	
Hurricane Erosion Repairs 30A/30B	10/5/2017	1,627,222.05	In Progress	Waiting on final billing for CPH
Outfall Structures 30A/30B	11/2/2017	60,950.55	In Progress	Waiting on final billing for CPH
North Bank 20	11/2/2017	169,248.65	Completed	
Creekbridge Hurricane Damage Repairs	9/29/2017	21,562.50	Completed	
Copeland Southern 18	5/3/2018	5,201.25	Completed	
Copeland Southern 20 S.W. side	5/3/2018	23,726.25	Completed	
Copeland Southern 19 W side	3/22/2019	37,575.00	Completed	
FEMA	10/1/2017	10,521.25	In Progress	
QE Supplemental 30A East Bank	9/11/2018	322,297.00	In Progress	Waiting on final billing for CPH
Total		3,434,238.49		

PROJECT	DATE APPROVED	AMOUNT APPROVED	ACTUAL COST	UNDER / OVER BUDGET	STATUS	NOTES Agenda Page 76
CS Lake Bank Restoration	3/22/2019	142,225.00	146,925.00	● 4,700.00	Completed	\$124,100 - NTE amount approved at the 3/22/19 meeting. Signed contract sent 4/15/19. Sent signed contract to Recording/Finance on 5/17/19. waiting on reimbursement from Hotwire - sent email on 5/17/19 for \$2,550 in damages. Sent revised invoice to Hotwire on 5/22/19 for \$1,350. Additional \$2,775 for Terrace I damages(reimbursement received), \$7,775 for Terrace II damages(reimbursement received) both approved at the 2/14/19 meeting, and \$7,575 for lake 4 drain as approved at the 6/6/19 meeting.
HBGCC Lake 6 Bank Restoration	3/22/2019	6,000.00	6,000.00	● -	Completed	
LWM Palm Removal (4 trees)	4/26/2019		1,000.00	● 1,000.00	Completed	Price determined after the meeting.
I.S. Lake 20 Irrigation Re-Route	5/17/2019	14,833.00	19,737.00	● 4,904.00	Completed	sent documents to I.S. on 5/17/19 need COI, addendum. Change order in the amount of \$2,017 approved on 5/29/19. Board approved all overages at the 6/6/19 meeting
LWM Bathymetric Survey Lake 30B	5/17/2019	1,750.00	1,750.00	● -	Completed	
C.S. Lake 14 & 21 repairs	10/3/2019	7,450.00	7,450.00	● -	Completed	Sent docs to Scott on 10/7/19. waiting on signed addendum.
Lake 30B Marker installation	10/3/2019	3,205.00	2,474.57	● (730.43)	Completed	
CPH FY2020 Water Sampling	10/3/2019	27,700.00	13,850.00	● (13,850.00)	In Progress	
CS Lake Bank Restoration FY2020	3/5/2020	107,550.00	-	● (107,550.00)	In Progress	called CSEI on 3/6/20, sent to C.S. on 3/31/20, still waiting on new COI, sent CSEI an email on 3/31/20 asking for COI and additional work on lake 5 south bank.
			-	● -		
Total for all Projects		4,779,476.45	4,102,799.73	(676,676.72)		

Totals for Projects Shown

4,179,712.18 3,548,264.58 (631,447.60)

updated 4//24/20

**9C.**



## RESOLUTION 2020-4

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE BAY COMMUNITY DEVELOPMENT DISTRICT CONFIRMING THE DISTRICT'S USE OF THE COLLIER COUNTY SUPERVISOR OF ELECTIONS TO CONTINUE CONDUCTING THE DISTRICT'S ELECTION OF SUPERVISORS IN CONJUNCTION WITH THE GENERAL ELECTION

**WHEREAS**, the Heritage Bay Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

**WHEREAS**, the Board of Supervisors of Heritage Bay Community Development District (hereinafter the "Board") seeks to implement section 190.006(3)(A)(2)(c), Florida Statutes and to instruct the Collier County Supervisor of Elections (the "Supervisor") to conduct the District's General Elections.

**WHEREAS**, the Supervisor has requested the District adopt a resolution confirming the District's use of the Supervisor for the purpose of conducting the District's future supervisor elections in conjunction with the General Election; and

**WHEREAS**, the District desires to continue to use the Supervisor for the purpose of conducting the District's supervisor elections in conjunction with the General Election.

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

**Section 1.** The Board is currently made up of the following individuals: Edwin Hubbard, Jack Arcurie, Donna Hunter, Dennis Gagne, and Allen Soucie.

**Section 2.** The term of office for each member of the Board is as follows:

Supervisor Hubbard	Seat 1	four year - expires 11/2020
Supervisor Arcurie	Seat 2	four year – expires 11/2020
Supervisor Hunter	Seat 3	four year – expires 11/2020
Supervisor Gagne	Seat 4	four year – expires 11/2022
Supervisor Soucie	Seat 5	four year – expires 11/2022

**Section 3.** Seat 1 currently held by Edwin Hubbard, Seat 2 currently held by Jack Arcurie, and Seat 3 currently held by Donna Hunter are scheduled for the General Election in November 2020.

**Section 4.** Pursuant to section 190.006(8), Florida Statutes, members of the Board shall be entitled to receive for his or her services an amount not to exceed \$200 per meeting of the

Board, not to exceed \$4,800 per year per member.

**Section 5.** The term of office for the individuals to be elected to the Board in the November 2020 General Election is four years.

**Section 6.** The new Board members shall assume office on the second Tuesday following their election.

**Section 7.** The District hereby instructs the Supervisor to continue conducting the District's elections in conjunction with the General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

**PASSED AND ADOPTED THIS 7th DAY OF MAY 2020.**

**ATTEST:**

**HERITAGE BAY COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary

---

Chairman

## **Qualifying to Run for Office**

### **2020 Qualifying Dates**

Noon, June 8, 2020 – Noon, June 12, 2020

What happens when you go to the Supervisor of Elections office to qualify? You will file a loyalty oath, a financial disclosure Form 1 and either pay the \$25 qualifying fee or file a certification for 25 signatures.

### **Qualifying Fees**

\$25.00 (Unless qualifying by petition)

### **Qualifying by Petition**

In order to qualify by petition and thereby have the qualifying fee waived, a person needs to gather the signatures of 25 qualified voters residing within the Heritage Bay CDD. The Division of Elections has prescribed the format of the petition, a copy of which is attached.

The deadline to submit petitions to the Supervisor of Elections is **Noon, May 11, 2020.** (Candidates must still qualify during the candidate qualifying period.) Please note that petitions may be submitted prior to the deadline.

There is a verification fee of \$.10 per signature to ensure the signers are valid residents within the CDD. Cash is accepted. The Supervisor of Elections recommends bringing your petitions in person.

If you want to campaign, you are permitted to do so as long as you do not expend any funds. If you are going to expend money for signage, business cards, etc., even if it is your own money, you must open a campaign account and will need to file the required forms. You will also need to appoint a campaign treasurer and designate a campaign depository. If campaigning, signatures may not be obtained until the candidate has filed his or her appointment of campaign treasurer and designation of campaign depository.

The District shall publish a notice of the qualifying period set by the Supervisor of Elections for each election at least two weeks prior to the start of the qualifying period.

Contact the Supervisor of Elections for more specific information on qualifying by petition.

### **Qualifying Officers**

The Qualifying Officer for Special District Offices is the Supervisor of Elections.

### **Collier County Supervisor of Elections**

Jennifer Edwards

3750 Enterprise Avenue

Naples, Florida 34104

(239) 252-8683

SupervisorOfElections@CollierCountyFL.gov

[www.colliervotes.com](http://www.colliervotes.com)

**9D.**



# Jennifer J. Edwards Supervisor of Elections

April 17, 2020

Ms Sandra Demarco  
Heritage Bay CDD  
210 N. Univeristy Drive Suite 702  
Coral Springs, FL 33071

Dear Ms Demarco

In compliance with 190.06 of the Florida Statutes this letter is to inform you that the official records of the Collier County Supervisor of Election indicate 714 registered voters residing in the Heritage Bay CDD as of April 15, 2020.

Should you have any questions regarding election services for this district, please free to contact our office,

Sincerely,

David B. Carpenter  
Qualifying Officer  
Collier County Supervisor of Elections  
(239) 252-8501  
Dave.Carpenter@CollierCountyFl.gov



**9E.**

# Heritage Bay CDD

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03/26/20 – Field Management Report



[www.inframarkims.com](http://www.inframarkims.com)

Inspected by: Justin Faircloth & Supervisor Allen Soucie



## 1. Lake Management

The lake levels have dropped to very low levels during the dry season here in Southwest Florida. The lakes overall looked very good with minimal issues observed. None of the lake interconnects were flowing including the outfalls into the Cocohatchee Canal. Additional lake maintenance information is found below; all lake issues are low density unless otherwise noted.

**a. Algae on Lakes:** 1. The sheen on the lake appeared to be pollen rather than algae.



**b. Littorals:** Healthy littorals were observed on a number of the lakes with some bare spots that could possibly be planted to fill in the gaps. The swamp lilies recently planted in lakes 28 & 29 have taken on well. Lakes 15, 24, 28 & 29 pictured.



Bacopa is a great groundcover that should be allowed to grow along the lake banks and not be sprayed out. Evidence of spraying was visible and follow up with the lake vendor and Golf



Course should be completed to ensure all entities involved are aware that this plant should not be sprayed out.



- i. **Alligator Flag in Lakes:** No issues noted.
- ii. **Phragmites in Littorals of Lake 30B:** Grasses still appear to be viable in the northern and southern littoral shelves in lake 30B and should be sprayed out to keep from taking over the shelves. The vendor was called while on site to stress the need to have this grass eradicated in the shelves.



- c. **Rocks:** The weeds in the rocks around W2L30 should be sprayed out.



- d. **Weeds:**
  - i. **Alligator Weed in Lakes:** No issues observed.
  - ii. **Brazilian Pepper:** No issues observed.
  - iii. **Cattails in Lakes:** No issues observed.
  - iv. **Climbing Hemp Vine in Lakes:** No issues observed.

- v. **Dollar Weed in Lakes:** No issues observed.
- vi. **Hydrilla in Lakes:** No issues observed.
- vii. **Illinois Pond Weed in Lakes:** 30A topping out in the cove along Heritage Bay Boulevard.



- viii. **Palms on Lake Banks:** 30B north bank.



- ix. **Red Ludwigia in Lakes:** No issues observed.
- x. **Sedges in Lakes:** No issues observed.
- xi. **Spatterdock/Lily Pads in Lakes:** 3 & 27.



- xii. **Torpedo Grass in Lakes:** 17 & 20.





xiii. **Various Lake Bank Weeds:** 30B. Southern bank weeds should be controlled.



xiv. **Various Submerged weeds in Lakes:** No issues observed.

xv. **Trash in Lakes:** No issues observed.

e. **Bulkheads:** Weeds remain in Lake 19 bulkhead.



f. **Clippings in Lakes:** Care needs to be taken not to blow clippings into the lakes when mowing occurs. No issues noted in any of the lakes.



## 2. Lake Bank Erosion

- a. **Lake 4:** Depressions in the geotube observed east of the bridge on the south bank. Erosion was also observed on the north bank of the lake west of the bridge. It appears that the golf course drain north of the lake bank may need to be increased in size to handle the water flow and potentially minimize further erosion of the bank.



- b. **Lake 5:** Hole on the south bank of lake 5 was investigated no issue was found. The vendor has been requested to fill this hole during the FY2020 lake bank restoration work.



### 3. Storm Drainage System

#### a. Control Structures:

- i. **Basin 1:** Control Structure L3/L10 was not flowing.
- ii. **Basin 2:** Control Structure L6/L20 was not flowing. Control Structure L12/L20 was not flowing.
- iii. **Basin 3:** Control Structure L25/L30 was not flowing.
- iv. **Basin 4 & 5:** Control Structure L28/L30 was not flowing. Structure L29/L30 was not flowing.
- v. **Basin 6:** Control Structure L27/L30 was not flowing. Control Structure L30/COC03 was not flowing. Control Structure L30/COC02 was not flowing.

#### b. Drains: All drains should be edged regularly to prevent grass overgrowth or blockages.



#### c. Roadway Catch Basins: No issues observed.

#### d. Catch Basins: Proper edging/landscape maintenance helps to keep stormwater flowing.





- e. **Inter-Connect/Drain Pipes:** No issues observed
- f. **Illicit Discharges:** No issues observed.
- g. **Lake Drainage Pipes:** No new issues observed

#### 4. Fish/Wildlife Observations:

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



#### 5. Residential Complaints/Concerns: None received.

6. **Non-CDD Issues:** A section of the golf ball screen was observed down underneath the bridge on lake 19. Brazilian pepper trees were observed on the berm coming from the Quarry CDD preserve and should be removed to prevent a seed source from developing causing repeat issues throughout the District.



# Heritage Bay CDD

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04/23/20 – Field Management Report



[www.inframarkims.com](http://www.inframarkims.com)

Inspected by: Justin Faircloth



## 1. Lake Management

The lake levels have continued to drop as the dry season is winding down. Even with the lower water levels the lakes looked very good with minimal issues observed. None of the lake interconnects were flowing including the outfalls into the Cocohatchee Canal. Additional lake maintenance information is found below; all lake issues are low density unless otherwise noted.



### a. Algae on Lakes: 27.



**b. Littorals:** Littorals throughout the property are flourishing in some unexpected places from the full sun they are receiving this time of year. Spikerush is coming back on the north bank of lake 20 after the completion of the recent construction project in the area. The swamp lilies are continuing to develop on lakes 28 & 29 and spikerush is also becoming established in various locations around lakes 30A & 30B. Lakes 20, 28, & 30A pictured.







The vendor was contacted during the inspection to remind them that the Board has requested littorals be sprayed out in lake 19 to minimize issues with the floating range balls.



- i. Alligator Flag in Lakes: No issues observed.
- ii. Phragmites in Littorals of Lake 30B: Effects of recent treatment was apparent on the grasses in the southern littoral shelf west of the outfall canal. Aggressive treatment should continue to ensure the grass does not return and overtake the shelf.



- c. Rocks: No issues observed.



#### d. Weeds:

- i. **Alligator Weed in Lakes:** No issues observed.
- ii. **Brazilian Pepper:** A sapling was observed in the boot jacks of a palm tree on the southeast corner of lake 27 that should be removed.



- iii. **Cattails in Lakes:** No issues observed.
- iv. **Climbing Hemp Vine in Lakes:** No issues observed.
- v. **Dollar Weed in Lakes:** No issues observed.
- vi. **Hydrilla in Lakes:** No issues observed.
- vii. **Illinois Pond Weed in Lakes:** 12 & 30A. The vendor has been requested to pay close attention on the northeast portion of lake 30A where the plant appeared to be healthy and sprouting above the surface. Everywhere else the plant appeared to be affected by the treatments and not flourishing. Heavy congregation of plant material is evident in the cove on lake 30A, but is likely due to the low water levels and the difficulty in getting into this area due to the rocks with low water.







- viii. **Palms on Lake Banks:** 6, 20 west bank, & 30B south bank. The palms on lake 6 can be sprayed out but the others should be removed as they are likely too large to be affected by spray treatments at this point.



- ix. **Red Ludwigia in Lakes:** No issues observed.
- x. **Sedges in Lakes:** No issues observed.
- xi. **Spatterdock/Lily Pads in Lakes:** 3 & 27.



xii. **Torpedo Grass in Lakes:** No issues observed.

xiii. **Various Lake Bank Weeds:** 30B. Recent treatment was visible after reporting the issue during the previous inspection.



xiv. **Various Submerged weeds in Lakes:** No issues observed.

xv. **Trash in Lakes:** 5 & 30A. The vendor needs to remove trash found including vegetative debris.



e. **Bulkheads:** Minimal weeds remain in the Lake 19 bulkhead.

f. **Clippings in Lakes:** No issues observed.

## 2. Lake Bank Erosion

a. **Lake 13:** The Club has recently repaired the southeast lake bank.





- b. **Lake 19:** Washout forming behind the #23 green. The repair last year on the west bank reveals a bank with a consistent slope.



- c. **Lake 20:** Washouts forming between homesites on the southwest corner.



### 3. Storm Drainage System

- a. **Boundary Berm:** Dumping in the preserves or on the berm boundary is prohibited and should not be allowed. The vegetation found on the western berm behind Escambia Bay Court and in the preserve north of hole 14 should be removed.



**b. Control Structures:**

- i. **Basin 1:** Control Structure L3/L10 was not flowing.
- ii. **Basin 2:** Control Structure L6/L20 was not flowing. Control Structure L12/L20 was not flowing.
- iii. **Basin 3:** Control Structure L25/L30 was not flowing.
- iv. **Basin 4 & 5:** Control Structure L28/L30 was not flowing. Structure L29/L30 was not flowing.
- v. **Basin 6:** Control Structure L27/L30 was not flowing. Control Structure L30/COC03 was not flowing. Control Structure L30/COC02 was not flowing.

**c. Drains:** No new issues observed.

**d. Roadway Catch Basins:** No issues observed.

**e. Catch Basins:** Proper edging/landscape maintenance should be completed on all basins north of lake 30A to ensure proper water flow and that grass overgrowth does not occur.



**f. Inter-Connect/Drain Pipes:** Structure 196 of the inter-connect between lakes 5 & 6 on the lake 5 side has sediment build up. Structure 2 of the inter-connect between lakes 19 & 20 has buildup in the pipe on the lake 19 side.





The recently installed extension in lake 5 was observed with a cracked end which likely occurred during installation. The exposed CMP pipe between lakes 25 & 30A is damaged on the lake 25 side. No structural issues are apparent with the damages noted.



g. **Illicit Discharges:** No issues observed.

h. **Lake Drainage Pipes:** Structure 67 the end section of the drain pipe on the southeast corner of lake 27 is filled with rocks and should be cleaned out. Structure 275 the end section of the outfall for lake 30A in the canal has debris inside it that should be removed.



#### 4. Parcels

Two broken car stops were observed in the parking lot and should be repaired promptly to fix a safety issue.





Irrigation issues on the northwest corner of lake 30A in the cove adjacent to the round-a-bout, on the northwest corner of lake 28 east of the pier, and on the northeast corner of lake 30A right behind the last unit on Smokehouse Bay Drive should be repaired to prevent a trip hazard issue.



## 5. Fish/Wildlife Observations:

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

**6. Residential Complaints/Concerns:** While inspecting the reported hole on the northeast corner of lake 30A the residents in the adjacent building requested the hole be fixed.

**7. Non-CDD Issues:** Grass should be edged around structures to prevent overgrowth.