

May 25, 2021

Board of Supervisors
Heritage Harbour South
Community Development District

AGENDA

Dear Board Members,

The Heritage Harbour South Community Development District regular meeting of the Board of Supervisors will be held on **Tuesday, June 1, 2021 at 4:00 p.m.** at the Stoneybrook Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212. The following is the agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on May 4, 2021Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for April 2021Tab 2
 - C. HOA Updates
 1. Heritage Harbour Master HOA
 2. Stoneybrook HOA
 3. Lighthouse Cove HOA
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 1. Financial UpdateTab 3
 2. Security Update & Traffic Monitoring ReportTab 4
 3. Timeline ReviewTab 5
 4. Action Item List ReviewTab 6
 5. Announcement of Registered Voter CountTab 7
5. **NEW BUSINESS**
 - A. Presentation of Fiscal Year 2021/2022 Proposed Budget
 1. Consideration of Resolution 2021-05, Approving Fiscal Year 2021/2022 Proposed Budget and Setting the Public Hearing on the Final BudgetTab 8
6. **SUPERVISOR REQUESTS & COMMENTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact us at (813) 533-2950.

Sincerely,
Greg Cox
Greg Cox
District Manager

Tab 1

MINUTES OF MEETING

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

HERITAGE HARBOUR SOUTH
COMMUNITY DEVELOPMENT DISTRICT

The Heritage Harbour South Community Development District regular meeting of the Board of Supervisors was held on **Tuesday, May 4, 2021 at 4:01 p.m.** at the Stoneybrook Golf Club located at 8000 Stone Harbour Loop, Bradenton, Florida 34212.

Present and constituting a quorum were:

Mike Neville	Board Supervisor, Chairman
Louis Brodersen	Board Supervisor, Vice-Chairman
Tad Parker	Board Supervisor, Asst. Secretary
Thomas Bakalar	Board Supervisor, Asst. Secretary
Philip Frankel	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Company
Christina Newsome	District Manager; Rizzetta & Company
Andy Cohen	District Counsel; Persson, Cohen & Mooney, P.A.
Rick Schappacher	District Engineer; Schappacher Engineering
Eugene Zeiner	Representative; MHOA & Stoneybrook HOA

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

The meeting was called to order at 4:01 p.m. all board members were present.

SECOND ORDER OF BUSINESS

Audience Comments

The Board received audience comments from Mr. Jeffrey Apple, with Lakewood Ranch Football Club. Mr. Apple was present to introduce himself and to request use of the CDD owned soccer fields by his soccer club. The Board members discussed and requested that Mr. Apple coordinate his request with the Master HOA as they were now coordinating its use. Mr. Gene Zeiner, with the Master HOA, was present and agreed to meet further with Mr. Apple. Mr. Bakalar requested that the use of the area parking lot be included in their discussions.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors Regular Meeting held
on April 6, 2021**

The Board reviewed and amended the minutes of the April 6, 2021 Board of Supervisors' meeting.

On a Motion from Brodersen, seconded by Bakalar, the Board unanimously approved the Minutes of the April 6, 2021 Board of Supervisors' meeting as amended, for the Heritage Harbour South Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for March
2021**

On a Motion from Mr. Parker, seconded by Mr. Brodersen, the Board unanimously approved to ratify the payment of the invoices in the March 2021 Operations and Maintenance Expenditures Report in the amount of \$18,788.65, for the Heritage Harbour South Community Development District.

FIFTH ORDER OF BUSINESS

Heritage Harbour Master HOA

The Board received a Heritage Harbour Master HOA update report from Mr. Gene Zeiner. Mr. Zeiner informed the board that work approved on Lake 48 was estimated to begin by May 15, 2021.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Service

The Board requested that staff remove the Aquatic Service update item from the agenda going forward.

B. District Counsel

The Board received a District Counsel update from Mr. Andy Cohen. Mr. Cohen noted that he had prepared the draft of the CDD / Heritage Harbour Master HOA maintenance agreement and would forward it to all the Board members. He indicated that he was waiting for additional input from the Master HOA.

1. Update on Aquaterra

Mr. Cohen also informed the Board that there has been no response from Aquaterra since the letter he had prepared was sent in April.

Mr. Cohen reviewed the new State requirement for the District to be enrolled in the E-Verify program and explained the purpose of the E-Verify Memo and how once approved by the Board, staff would register the District with the State. He also explained that future contracts with vendors would note that the vendor must also be registered with State program.

On a Motion from Mr. Frankel, seconded by Brodersen, the Board approved, with a 4-1 vote, with Mr. Bakalar voting no, to authorize the Chairman to execute the E-Verify Memo and for staff to register the District with the State, for the Heritage Harbour South Community Development District.

B. District Engineer

The Board received a District Engineer update from Mr. Rick Schappacher. He informed the Board that the striping repairs have been completed. Mr. Schappacher also noted that the roadway striping project was complete. Additionally, Mr. Schappacher informed the Board that roadway repairs were scheduled to begin in June which would include some hot patches to some potholes that required immediate attention.

Mr. Bakalar requested that the Board discuss a request from a resident to install Sand Crane crossing signage at locations within the community.

On a Motion from Mr. Brodersen, seconded by Mr. Bakalar, the Board, with a 2-3 vote, with Mr. Neville, Mr. Frankel and Mr. Parker voting no, failed to approve funding of up to \$1,000 for no more than 2 signs, for the Heritage Harbour South Community Development District.

The Board suggested that the resident and possibly the Stoneybrook HOA come back to the Board with additional specifics related to the signs requested and associated costs.

C. District Manager

The Board received a District Manager update from Mr. Cox. He reminded the Board that the next meeting was scheduled for June 1, 2021 at 4:00 p.m. He also noted that the FY2021-2022 proposed budget was to be presented at that meeting and that he had sent options for the Board to consider for the finalization of the proposed budget.

SEVENTH ORDER OF BUSINESS

Financial Update

The Board reviewed three budget options and concluded that Mr. Cox should prepare the proposed budget in a manner that included as much of the current revenue and expenses in a manner so as not to increase any CDD assessments with the possible exception of a minor increase in Aquaterra O&M assessments.

EIGHTH ORDER OF BUSINESS

Security Update & Traffic Monitoring Report

The Board reviewed the Manatee County Off-Duty reports presented and determined that there was not enough data at this point in time to make any adjustments to how the Deputies were scheduled and at what locations.

At 5:37 p.m., Mr. Parker departed from the meeting.

NINTH ORDER OF BUSINESS

Acceptance of 2020 Audit Report

On a Motion from Mr. Bakalar seconded by Mr. Brodersen the Board approved the 2020 Audit Report as presented and authorized staff to proceed with required filing, for the Heritage Harbour South Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Re-Designating an Assistant Secretary

On a Motion from Mr. Neville, seconded by Mr. Frankel, the Board unanimously approved to adopt Resolution 2021-04, Designating Christina Newsome, and Greg Cox as Assistant Secretaries, for the Heritage Harbour South Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

During Supervisor Requests, Mr. Zeiner, with the Master HOA, informed the Board that even though the Governor had removed COVID restrictions, the Master HOA did not wish to open the ball field restrooms until security cameras could be installed due to continual vandalism incidents.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion from Mr. Brodersen, seconded by Mr. Frankel, the Board approved to adjourn the meeting at 5:44 p.m., for the Heritage Harbour South Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

Heritage Harbour South Community Development District

District Office · Riverview, Florida - (813) 994-1001

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614

www.heritageharboursouthcdd.org

Operations and Maintenance Expenditures

April 2021

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$36,015.09**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
A N J Excavation LLC	001451	17	Remove & Replace Sidewalk 04/21	\$ 6,413.00
Brown's Trophies, Inc.	001454	2710	Name Plates (2) 04/21	\$ 25.76
Gorilla Kleen, LLC	001460	18386	Curb & Gutter Maintenance 02/21	\$ 15,167.70
Innersync	001446	19370	Website Service Quarterly 04/21	\$ 384.38
Louis Brodersen	001445	LB033121	Board of Supervisor Meeting 03/31/21	\$ 200.00
Louis Brodersen	001453	LB040621	Board of Supervisor Meeting 04/06/21	\$ 200.00
Michael Joseph Neville	001447	MN033121	Board of Supervisor Meeting 03/31/21	\$ 200.00
Michael Joseph Neville	001456	MN040621	Board of Supervisor Meeting 04/06/21	\$ 200.00
Persson, Cohen & Mooney, P.A	001457	490	Professional Services 03/21	\$ 4,716.00
Philip I Frankel	001455	PF040621	Board of Supervisor Meeting 04/06/21	\$ 200.00
Rizzetta & Company, Inc.	001448	INV0000057571	District Management Fees 04/21	\$ 4,843.25
Rizzetta Technology Services	001449	INV0000007366	Email & Website Hosting Services 04/21	\$ 175.00
Schappacher Engineering LLC	001459	1855	Engineering Services 03/21	\$ 2,490.00

Heritage Harbour South Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tad Parker	001450	TP033121	Board of Supervisor Meeting 03/31/21	\$ 200.00
Tad Parker	001458	TP040621	Board of Supervisor Meeting 04/06/21	\$ 200.00
Thomas G Bakalar	001444	TB033121	Board of Supervisor Meeting 03/31/21	\$ 200.00
Thomas G Bakalar	001452	TB040621	Board of Supervisor Meeting 04/06/21	<u>\$ 200.00</u>
Report Total				<u>\$ 36,015.09</u>

Tab 8

RESOLUTION 2021-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE HARBOUR SOUTH COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Heritage Harbour South Community Development District ("**District**") prior to June 15, 2021, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: September 7, 2021
HOUR: 4:00 p.m.
LOCATION: Stoneybrook Golf Club
8000 Stone Harbour Loop
Bradenton, Florida 34212

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Manatee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 1st DAY OF JUNE, 2021.

ATTEST:

**HERITAGE HARBOUR SOUTH
COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Approved Proposed Budgets for Fiscal Year 2021/2022

Exhibit A:

Approved Proposed Budgets for Fiscal Year 2021/2022



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Heritage Harbour South Community Development District

heritageharboursouthcdd.org

**Proposed Budget for Fiscal Year
2021/2022**

Presented by: Rizzetta & Company, Inc.

**9428 Camden Field Parkway
Riverview, Florida 33578
813-533-2950**

rizzetta.com

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GENERAL FUND BUDGET

ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



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Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to day operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and



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accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.



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EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.



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Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.



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Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.



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Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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**Heritage Harbour South Community Development District
General Fund
Fiscal Year 2021/2022**

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
REVENUES							
Interest Earnings							
Interest Earnings		\$ -	\$ -	\$ -	\$ -	\$ -	
Special Assessments							
Tax Roll*	\$ 295,731	\$ 295,731	\$ 292,399	\$ 3,332	\$ 299,288	\$ 6,889	\$374,288 w/ Reserves
TOTAL REVENUES	\$ 295,731	\$ 295,731	\$ 292,399	\$ 3,332	\$ 299,288	\$ 6,889	
TOTAL REVENUES AND BALANCE FORWARD	\$ 295,731	\$ 295,731	\$ 292,399	\$ 3,332	\$ 299,288	\$ 6,889	
EXPENDITURES - ADMINISTRATIVE							
Legislative							
Supervisor Fees	\$ 4,000	\$ 9,600	\$ 9,000	\$ (600)	\$ 9,000	\$ -	9600
Financial & Administrative							
Administrative Services	\$ 2,085	\$ 5,004	\$ 5,004	\$ -	\$ 5,004	\$ -	5004
District Management	\$ 11,609	\$ 27,862	\$ 27,861	\$ (1)	\$ 27,861	\$ -	10% reduction after 1/1/21 30120
District Engineer	\$ 16,815	\$ 40,356	\$ 15,000	\$ (25,356)	\$ 15,000	\$ -	50% reduction 29261
Disclosure Report	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	1100
Trustees Fees	\$ 9,213	\$ 9,213	\$ 9,000	\$ (213)	\$ 9,500	\$ 500	10963
Assessment Roll	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	\$ 5,250	\$ -	5250
Financial & Revenue Collections	\$ 2,188	\$ 5,251	\$ 5,250	\$ (1)	\$ 5,250	\$ -	5250
Accounting Services	\$ 8,335	\$ 20,004	\$ 20,004	\$ -	\$ 20,004	\$ -	20004
Auditing Services	\$ -	\$ -	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	3623
Arbitrage Rebate Calculation	\$ -	\$ 500	\$ 500	\$ -	\$ 1,500	\$ 1,000	1500
Miscellaneous Mailings	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0
Public Officials Liability Insurance	\$ 2,960	\$ 2,960	\$ 3,101	\$ 141	\$ 3,256	\$ 155	EGIS Estimate 2819
Legal Advertising	\$ 130	\$ 312	\$ 500	\$ 188	\$ 500	\$ -	991
Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	175
Miscellaneous Fees	\$ 528	\$ 1,267	\$ 350	\$ (917)	\$ 350	\$ -	922
Website Hosting, Maintenance, Backup (and	\$ 1,644	\$ 3,946	\$ 4,000	\$ 54	\$ 4,000	\$ -	5963
Misc. Administrative Fees	\$ 221	\$ 530	\$ 650	\$ 120	\$ 650	\$ -	922
Legal Counsel							
District Counsel	\$ 9,111	\$ 21,866	\$ 25,000	\$ 3,134	\$ 25,000	\$ -	19375
Administrative Subtotal	\$ 75,264	\$ 155,096	\$ 135,495	\$ (19,601)	\$ 137,150	\$ 1,655	
EXPENDITURES - FIELD OPERATIONS							
Law Enforcement							
Deputy	\$ 5,288	\$ 12,691	\$ 8,000	\$ (4,691)	\$ 8,000	\$ -	8550
Stormwater Control							
Aquatic Maintenance	\$ 15,726	\$ 15,726	\$ 30,402	\$ 14,676	\$ 15,000	\$ (15,402)	62698
Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 4,750	\$ 4,750	\$ 1,000	\$ (3,750)	5510
Aquatic Plant Replacement	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 1,000	\$ (3,500)	0
Stormwater System Maintenance	\$ 19,422	\$ 46,613	\$ 4,000	\$ (42,613)	\$ 4,000	\$ -	0
Miscellaneous Expense	\$ 180	\$ 432	\$ 1,000	\$ 568	\$ 1,000	\$ -	0
Other Physical Environment							
General Liability Insurance	\$ 3,767	\$ 3,588	\$ 3,947	\$ 359	\$ 4,144	\$ 197	3588
Property Insurance	\$ 14,952	\$ 13,595	\$ 14,955	\$ 1,360	\$ 16,719	\$ 1,764	13595
Irrigation Repairs	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
Road & Street Facilities							
Gate Facility Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0
Sidewalk Repair & Maintenance	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	23959
Street Sign Repair & Replacement	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 5,000	\$ (2,500)	2291
Roadway Repair & Maintenance	\$ -	\$ -	\$ 27,100	\$ 27,100	\$ 27,100	\$ -	8212
Contingency							
Miscellaneous Contingency	\$ 26,256	\$ 63,014	\$ 29,250	\$ (33,764)	\$ 57,675	\$ 28,425	2690
Field Operations Subtotal	\$ 85,591	\$ 155,659	\$ 156,904	\$ 1,245	\$ 162,138	\$ 5,234	
TOTAL EXPENDITURES	\$ 160,855	\$ 310,756	\$ 292,399	\$ (18,357)	\$ 299,288	\$ 6,889	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 134,876	\$ (15,025)	\$ -	\$ (15,025)	\$ -	\$ -	

Proposed Budget
Heritage Harbour South Community Development District
Reserve Fund
Fiscal Year 2021/2022

11.

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
REVENUES							
Special Assessments							
Tax Roll*	\$ 90,000	\$ 90,000	\$ 90,000	\$ -	\$ 75,000	\$ (15,000)	105500
Other Miscellaneous Revenues							
Miscellaneous Revenues (Interest Earnings)	\$ 4,720	\$ 11,328	\$ -	\$ 11,328	\$ -	\$ -	10358
TOTAL REVENUES	\$ 94,720	\$ 101,328	\$ 90,000	\$ 11,328	\$ 75,000	\$ (15,000)	
TOTAL REVENUES AND BALANCE FORWARD	\$ 94,720	\$ 101,328	\$ 90,000	\$ 11,328	\$ 75,000	\$ (15,000)	
EXPENDITURES							
Contingency							
Capital Reserves- Disaster	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 10,000	\$ (15,000)	
Capital Reserves	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ 65,000	\$ -	960
TOTAL EXPENDITURES	\$ -	\$ -	\$ 90,000	\$ 90,000	\$ 75,000	\$ (15,000)	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 94,720	\$ 101,328	\$ -	\$ 101,328	\$ -	\$ -	

Heritage Harbour South Community Development District
Debt Service
Fiscal Year 2021/2022

12.

Chart of Accounts Classification	Series 2015	Series 2013	Budget for 2021/2022
REVENUES			
Special Assessments			
Net Special Assessments ⁽¹⁾	\$ 122,958.70	\$ 503,210.85	\$ 626,169.55
TOTAL REVENUES	\$ 122,958.70	\$ 503,210.85	\$ 626,169.55
EXPENDITURES			
Administrative			
Financial & Administrative			
			\$ -
Debt Service Obligation	\$ 122,958.70	\$ 503,210.85	\$ 626,169.55
Administrative Subtotal	\$ 122,958.70	\$ 503,210.85	\$ 626,169.55
TOTAL EXPENDITURES	\$ 122,958.70	\$ 503,210.85	\$ 626,169.55
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -

Collection and Discount % applicable to the county:

7.0%

Gross assessments

\$ 672,432.94

Notes:

Tax Roll County Collection Costs and Early Payment Discount is 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

Heritage Harbour South Community Development District

FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2021/2022 O&M Budget	\$374,288.00
Collection Cost @ 3%	\$12,073.81
Early Payment Discount @ 4%:	\$16,098.41
2021/2022 Total:	\$402,460.22
2020/2021 O&M Budget	\$382,399.00
2021/2022 O&M Budget	\$374,288.00
Total Difference:	-\$8,111.00

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2020/2021	2021/2022	\$	%
Series 2013 Debt Service - Single Family 55'	\$466.27	\$466.27	\$0.00	0.00%
Operations/Maintenance - Single Family 55'	\$309.24	\$309.24	\$0.00	0.00%
Total	\$775.51	\$775.51	\$0.00	0.00%
Series 2013 Debt Service - Single Family 65'	\$618.86	\$618.86	\$0.00	0.00%
Operations/Maintenance - Single Family 65'	\$313.17	\$311.63	-\$1.54	-0.49%
Total	\$932.03	\$930.49	-\$1.54	-0.17%
Series 2013 Debt Service - Single Family 80'	\$771.46	\$771.46	\$0.00	0.00%
Operations/Maintenance - Single Family 80'	\$321.01	\$316.43	-\$4.58	-1.43%
Total	\$1,092.47	\$1,087.89	-\$4.58	-0.42%
Series 2013 Debt Service - Single Family 85'	\$915.58	\$915.58	\$0.00	0.00%
Operations/Maintenance - Single Family 85'	\$323.46	\$317.92	-\$5.54	-1.71%
Total	\$1,239.04	\$1,233.50	-\$5.54	-0.45%
Series 2013 Debt Service - Stone Harbour Condo.	\$296.71	\$296.71	\$0.00	0.00%
Operations/Maintenance - Stone Harbour Condo.	\$262.46	\$260.70	-\$1.76	-0.67%
Total	\$559.17	\$557.41	-\$1.76	-0.31%
Series 2013 Debt Service - Twin Villas	\$385.73	\$385.73	\$0.00	0.00%
Operations/Maintenance - Twin Villas	\$267.36	\$263.69	-\$3.67	-1.37%
Total	\$653.09	\$649.42	-\$3.67	-0.56%
Series 2013 Debt Service - Club Home	\$385.73	\$385.73	\$0.00	0.00%
Operations/Maintenance - Club Home	\$265.64	\$262.65	-\$2.99	-1.13%
Total	\$651.37	\$648.38	-\$2.99	-0.46%
Series 2013 Debt Service - Golf Course (per acre)	\$1,898.18	\$1,898.18	\$0.00	0.00%
Operations/Maintenance - Golf Course	\$641.28	\$447.06	-\$194.22	-30.29%
Total	\$2,539.46	\$2,345.24	-\$194.22	-7.65%
Series 2015 Debt Service - LHC - Single Family 40'	\$303.90	\$303.90	\$0.00	0.00%
Operations/Maintenance - LHC - Single Family 40'	\$215.81	\$214.76	-\$1.05	-0.49%
Total	\$519.71	\$518.66	-\$1.05	-0.20%
Series 2015 Debt Service - Lighthouse Cove Condo	\$227.92	\$227.92	\$0.00	0.00%
Operations/Maintenance - Lighthouse Cove Condo	\$200.53	\$196.70	-\$3.83	-1.91%
Total	\$428.45	\$424.62	-\$3.83	-0.89%
Debt Service - Townhomes (Parcel 17)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Townhomes (Parcel 17)	\$184.49	\$166.51	-\$17.98	-9.75%
Total	\$184.49	\$166.51	-\$17.98	-9.75%
Debt Service - Aquaterra (per acre)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Aquaterra	\$127.42	\$131.64	\$4.22	3.31%
Total	\$127.42	\$131.64	\$4.22	3.31%

HERITAGE HARBOUR SOUTH

FISCAL YEAR 2021/2022 DEBT AND O&M ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$374,288
COLLECTION COSTS @	3.0%	\$12,074
EARLY PAYMENT DISCOUNT @	4.0%	\$16,098
TOTAL O&M ASSESSMENT		<u>\$402,460</u>

<u>O&M 1</u>	Admin and Reuse Water
\$223,688	
<u>\$16,837</u>	
<u><u>\$240,525</u></u>	

O&M 2	Stormwater Facilities
\$22,000	
\$1,656	
\$23,656	

**Community Specific Costs
(Roadway/Landscape/Gate)**

O&M 4	Contingency/Disaster (Community Restoration)
\$75,000	
\$5,645	
\$80,645	

LOT SIZE	ALLOCATION OF O&M ASSESSMENT			ALLOCATION OF O&M ASSESSMENT			ALLOCATION OF O&M ASSESSMENT			ALLOCATION OF O&M ASSESSMENT			PER LOT ANNUAL ASSESSMENT			
	TOTAL	O&M 1		TOTAL	O&M 2		TOTAL	O&M 3		TOTAL	O&M 4		TOTAL	2013 DEBT	2015 DEBT	
	O&M 1 UNITS	O&M BUDGET	PER UNIT	O&M 2 UNITS	O&M BUDGET	PER UNIT	O&M 3 UNITS	O&M BUDGET	PER UNIT	O&M 4 UNITS	O&M BUDGET	PER UNIT	O&M	SERVICE ⁽²⁾	SERVICE ⁽²⁾	TOTAL (3)
SB - Single Family 55'	248	\$45,833.50	\$184.81	248	\$4,016.85	\$16.20	248	\$13,705.53	\$55.26	248	\$13,135.44	\$52.97	\$309.24	\$466.27		\$775.51
SB - Single Family 65'	225	\$41,904.83	\$186.24	225	\$3,861.12	\$17.16	225	\$12,434.46	\$55.26	225	\$11,917.24	\$52.97	\$311.63	\$618.86		\$930.49
SB - Single Family 80'	154	\$29,122.32	\$189.11	154	\$2,939.49	\$19.09	154	\$8,510.69	\$55.26	154	\$8,156.69	\$52.97	\$316.43	\$771.46		\$1,087.89
SB - Single Family 85'	19	\$3,610.01	\$190.00	19	\$374.11	\$19.69	19	\$1,050.02	\$55.26	19	\$1,006.34	\$52.97	\$317.92	\$915.58		\$1,233.50
Stone Harbour Condo.	120	\$18,696.50	\$155.80	120	\$1,589.54	\$13.25	120	\$4,642.20	\$38.68	120	\$6,355.86	\$52.97	\$260.70	\$296.71		\$557.41
Twin Villas	145	\$22,851.01	\$157.59	145	\$2,095.33	\$14.45	145	\$5,609.32	\$38.68	145	\$7,680.00	\$52.97	\$263.69	\$385.73		\$649.42
Club Home	36	\$5,650.81	\$156.97	36	\$505.04	\$14.03	36	\$1,392.66	\$38.68	36	\$1,906.76	\$52.97	\$262.65	\$385.73		\$648.38
Golf Course	24.26	\$6,481.69	\$267.18	24.26	\$3,049.30	\$125.69	24.26	\$29.61	\$1.22	24.26	\$1,284.94	\$52.97	\$447.06	\$1,898.18		\$2,345.24
LHC - Single Family 40'	245	\$31,443.89	\$128.34	245	\$2,257.85	\$9.22	245	\$5,935.49	\$24.23	245	\$12,976.55	\$52.97	\$214.76		\$303.90	\$518.66
Lighthouse Cove Condo	255	\$29,974.55	\$117.55	255	\$2,350.01	\$9.22	255	\$4,324.43	\$16.96	255	\$13,506.20	\$52.97	\$196.70		\$227.92	\$424.62
Parcel 17 Townhome	44	\$4,378.34	\$99.51	44	\$617.28	\$14.03	0	\$0.00	\$0.00	44	\$2,330.48	\$52.97	\$166.51			\$166.51
Aquaterra 2	4	\$314.68	\$78.67	0	\$0.00	\$0.00	0	\$0.00	\$0.00	4	\$211.86	\$52.97	\$131.64			\$131.64
Aquaterra	3.338	\$262.60	\$78.67	0	\$0.00	\$0.00	0	\$0.00	\$0.00	3.338	\$176.80	\$52.97	\$131.64			\$131.64
	1522.598	\$240,524.73		1515.26	\$23,655.91		1471.26	\$57,634.41		1522.598	\$80,645.16					
Collection Costs/Discounts		(\$16,836.73)			(\$1,655.91)			(\$4,034.41)			(\$5,645.16)					
Net Revenue		\$223,688.00			\$22,000.00			\$53,600.00			\$75,000.00					