

***Heritage Park***  
*Community Development District*

*July 20, 2023*

## *AGENDA*

# Heritage Park Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

***District Website: [www.heritageparkcdd.com](http://www.heritageparkcdd.com)***

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July 13, 2023

Board of Supervisors  
Heritage Park Community Development District

Dear Board Members:

The Heritage Park Community Development District Meeting is scheduled for **Thursday, July 20, 2023 at 1:00 p.m. at the Heritage Park Amenity Center, 225 Hefferon Drive, St. Augustine, Florida 32084.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the May 18, 2023 Meeting
- IV. Consideration of Proposal from Prosser, Inc. for Rate Increase
- V. Public Hearing to Adopt the Budget for Fiscal Year 2024
  - A. Consideration of Resolution 2023-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024
  - B. Consideration of Resolution 2023-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024
- VI. Discussion Regarding Villas Pond
- VII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager – Discussion of Fiscal Year 2024 Meeting Schedule

- D. Operations Manager
- VIII. Audience Comments
- IX. Supervisors Requests
- X. Financial Reports
  - A. Balance Sheet and Statement of Revenues & Expenditures
  - B. Assessment Receipt Schedule
  - C. Approval of Check Register
- XI. Next Scheduled Meeting – September 21, 2023 @ 1:00 p.m.
- XII. Adjournment

## *MINUTES*

MINUTES OF MEETING  
HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Heritage Park Community Development District was held on Thursday, May 18, 2023 at 1:00 p.m. at the Heritage Park Amenity Center, 225 Hefferon Drive, St. Augustine, Florida 32084.

Present and constituting a quorum were:

Joanne Wharton	Chairperson
Robert Curran	Vice Chairman
Thomas Ferry	Supervisor
Judith Kinnecom	Supervisor
Louis Pingotti	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Rich Gray	Operations Manager

*The following is a summary of the actions taken at the May 18, 2023 meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 1:00 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comment**

Mr. Oliver opened the public comment period. A resident stated Yellowstone Landscaping (Yellowstone) did not come around often and voiced concern about the chemicals they were spraying. Ms. Wharton recalled that Yellowstone was on a schedule for mowing and weed whacking. Mr. Gray noticed that Pond 100 in the back was not being maintained and was speaking with Yellowstone's Operations Manager about it. Mr. Gray felt that there should be

uniformity, picking up trash on all of the lake banks and ensuring that everything was being mowed and weed whacked. Ms. Wharton walked the ponds and felt that trash pickup drastically improved. Ms. Germain asked if the aerators were supposed to be on every day. Ms. Wharton recalled that the fountains/aerators were supposed to run every day. Mr. Curran lived near Pond 100 and would confirm that the fountain was on. Mr. Gray was onsite yesterday and all of the fountains except for two, were operating properly. There being no further comments, Mr. Oliver closed the public comment period.

**THIRD ORDER OF BUSINESS****Approval of the Minutes of the March 16, 2023 Meeting**

Mr. Oliver pointed out that the motion box on Page 4, should reflect that Mr. Ferry did not approve the renewal agreement with Yellowstone Landscape and “*A fence running across Woodlawn Road*” should be “*A fence running along Woodlawn Road.*” On Page 7, Mr. Curran misunderstood the resident at 828 Heritage Park Drive. They were not requesting that a blue light be replaced. Mr. Oliver thanked Mr. Curran and Mr. Gray for resolving this matter.

On MOTION by Mr. Ferry seconded by Mr. Curran with all in favor the Minutes of the March 16, 2023 Meeting were approved as amended.

**FOURTH ORDER OF BUSINESS****Fiscal Year 2024 Proposed Budget**

- A. Review of Fiscal Year 2024 Proposed Budget**
- B. Consideration of Resolution 2023-03, Approving the Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date to Adopt**

Mr. Oliver presented Resolution 2022-03, approving the Proposed Budget and setting the public hearing for July 20, 2023. The Board was required to approve a budget by June 15<sup>th</sup> of each year, provide it to St. Johns County and hold a public hearing for adoption at least 60 days thereafter. There were no changes to the budget from the prior year and no increase in assessments. The District was generating a surplus of roughly \$80,000 that was being carried forward to the next budget year to subsidize it. The budget was comprised revenues, assessments collected to pay for goods and services of the District, administrative and operations. There was also a debt service portion, but there was no impact because the assessments were levied and

fixed every year. If there was a surplus at the end of the year, the District would use it for future operations versus turning it back into the State or Federal Government.

Mr. Ferry questioned why \$40,000 was budgeted for *Street Lights* in the Adopted Budget and \$49,140 was proposed. Ms. Wharton recalled that they were supposed to have LEDs, which was supposed to provide savings. Rates increased, but there should have been a wash. Mr. Oliver explained that it was raised \$40,000 to \$49,000 based on the projection of \$44,000. The accountants were conservative with their projections, but it could be lowered and the *Carry Forward Surplus* could be reduced by a corresponding amount. They could always increase it if lights needed to be added. Mr. Ferry suggested splitting the difference. Ms. Wharton recommended using the projected amount of \$44,591. Mr. Oliver noted that Florida Power & Light (FPL) requested a rate increase for next year. Ms. Wharton questioned why the *Operating Reserve* decreased from \$28,618 to \$10,000. Mr. Oliver explained that the decrease in *Operating Reserve and increase in contribution for Capital Reserves* is essentially a wash. Ms. Wharton wanted to leave it but felt that the *Grass Carp Stocking* was not necessary for this year, as it was not completed last year. Mr. Gray would find out if it was completed last year, but having the carp was beneficial to the lakes. Ms. Wharton wanted something else besides the sterile carp such as fountains and pointed out under *Utility Service*, there were 21 fountains in 18 ponds, at least four on Wooded Crossing Circle. Mr. Ferry noted that one was a fountain and the other three were pumps. Ms. Wharton believed that some of the utility boxes were grouped together. Mr. Gray would verify. Ms. Wharton requested increasing *Lake Maintenance* to add rocks on lake banks that were eroding. Mr. Oliver would include a \$10,000 line item for *Lake Bank Erosion*. Ms. Wharton announced that she would not be at the July 20 meeting. The remaining Board Members confirmed that they would be present.

On MOTION by Ms. Wharton seconded by Mr. Ferry with all in favor Resolution 2023-03 Approving the Proposed Budget for Fiscal Year 2023 and Setting the Public Hearing for July 20, 2023 at 1:00 p.m., at this location was adopted.
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**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2023-04  
Resolution Regarding Records Retention  
Policy**

Mr. Oliver presented Resolution 2022-04, adopting a Records Retention Policy. Mr. Haber discussed a memorandum prepared by his office, providing the following options regarding records retention:

- **Option 1:** Retain records in accordance with Federal and State Statutes, have the District Manager serve as the records custodian and destroy records when they could be legally destroyed.
- **Option 2:** Retain records in perpetuity until directed by the Board in accordance with Federal and State Law.

Mr. Haber pointed out that the District currently retained records under Option 2, which was the most efficient way, as there was less work on the District Manager. However, if there was a lack of storage, the District Manager could come before the Board. The District Manager preferred to retain the records in perpetuity. There were two new issues related to records retention. One pertains to transitory records, which serve no useful purpose after a certain date, for example, if Mr. Oliver's office sends out an email regarding a meeting and after the meeting, the email serving no other purpose. The update would allow Mr. Oliver's office to delete the transitory records. The other issue pertained to the deletion of hard copies, if converted to electronic copies. Ms. Wharton selected Option 2.

On MOTION by Ms. Wharton seconded by Mr. Pingotti with all in favor the adoption of Resolution 2023-04 Regarding a Records Retention Policy and the selection of Option 2 was approved.

**SIXTH ORDER OF BUSINESS****Consideration of Yellowstone Landscape  
Proposal for Tree Fellings and Wood Line  
Clearance Services**

Mr. Gray presented a proposal from Yellowstone for wood line trimming, which was included in the agenda package. Ms. Wharton and Mr. Gray walked the tree line from Hefferon Drive to Newpark Court, which was getting overgrown. There were Pine trees that topped over and tangled up in vines. There was no way for Yellowstone to do the proper maintenance. The tree line was from Lake 1500 all the way down to the cul-de-sac on Newpark Court. Ms.

Wharton pointed out that it was not passable without equipment due to many fallen and leaning trees. Mr. Gray explained that Yellowstone would push back the wood line and remove the problem trees. It would expose the fence so it could be cleaned and make it easier for the landscaper to mow. According to the quote, with the wood line trimming, Yellowstone would also be cutting down seven damaged Pine trees and two Wax Myrtles. All debris would stay where they were cut in the conservation area and the stumps would be flush cut to the ground.

Ms. Wharton understood that all debris needed to remain per the Water Management District and questioned whether there was a typo on the quote. Mr. Gray confirmed that there was a typo and requested an updated quote from Yellowstone. The price would be adjusted to remove the debris from the original quote. Ms. Wharton noted that the price was not reduced by much. Mr. Gray pointed out there was not a lot of material, but there were larger Oaks that required heavier equipment. Ms. Kinnecom asked if leaving a stump in the ground caused sinkholes if the roots started to decay. Mr. Gray explained that Pine roots were like spider roots, which go into the ground at least 10 feet and stretch out. Therefore, removing the entire root ball because of how big the hole can get, was not recommended; however, this was not a concern with Pine trees.

On MOTION by Ms. Wharton seconded by Mr. Curran with all in favor the Yellowstone Landscape Proposal for tree fellings and wood line clearance services in the amount of \$3,885 was approved.
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## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Haber reported that the Legislative Session ended recently in Tallahassee and the most impactful Bill that was passed that affects all CDDs, starting on January 1, 2024, all Supervisors in CDDs throughout the State, would have until December 31<sup>st</sup>, to complete four hours of ethics training. There were multiple ways to complete it whether online or podcast. Mr. Haber's office was looking into alternatives, which he would share with the Board. A number of other Bills were being monitored. A notable one that did not pass was the Sovereign Immunity Law. Ms. Wharton requested that Mr. Haber update the Board on how to register their credits once the training was completed. Mr. Haber believed that there would be a self-reporting option on the Financial Disclosure Form and would confirm this. Ms. Kinnecom asked if each

Supervisor was supposed to have sovereign immunity coverage. Mr. Haber explained that the District had liability and director and officers' insurance.

**B. Engineer**

There being none, the next item followed.

**C. Manager - Report on the Number of Registered Voters (1,349)**

Mr. Oliver reported 1,349 registered voters according to the St. Johns County Supervisor of Elections as of April 15, 2023.

**D. Operations Manager**

Mr. Gray reported that the fountain on Pond 200 was repaired and re-installed. It was not covered under warranty. Ms. Wharton asked if it was an old fountain. Mr. Gray replied affirmatively. The cost for the repair was \$793.67. The fountain on Pond 1400 was repaired under the warranty. However, there was a service charge of \$120. Ms. Wharton pointed out that Pond 1400 had two fountains that were last repaired in 2022. Mr. Gray confirmed that the fountain closest to Hefferon Drive on Pond 1400 was replaced under the warranty. On Pond 1200, the GFCI kept tripping. When Mr. Gray was onsite one day per week, he checked the fountains and reset timers. If the Board needed him to come out to check the fountains, Mr. Gray was happy to do so, but there may be an issue with two GFCI's. When there was an issue with a GFCI, the voltage dropped or dipped below the normal supply level. They would not stop receiving power, but would have less volts, which would trip the breakers. That was a good thing as it kept the pond from being harmed. Mr. Gray was trying to come up with a resolution, but after all of the troubleshooting, this was the only solution that he could come up with.

Ms. Wharton recalled that Pond 1100 had a new fountain and Pond 1200 did not and if there was a brown out, it would only affect these two fountains, unless there was an electrical issue. Mr. Gray was trying to figure this out because Future Horizons replaced the wiring to the pump, conduit, underground wiring and GFCI. Everything on their end was repaired, but according to the city, there have been no outages in this area within six months. Mr. Gray requested that the city look at the transformer, but the city refused to do so because they had no reports of issues with that transformer and from what they could see, it was getting power. Therefore, Mr. Gray concluded that the issue was a brown out, which was out of their control.

Ms. Wharton voiced concern about wear and tear on the new pump because of being tripped every two days. Mr. Gray pointed out that the GFCI should be protecting the pump. Ms. Wharton would show the Board Members how to turn the GFCIs on in Mr. Gray's absence. Mr. Ferry believed that it would be hard to isolate it. Ms. Wharton asked if there were any issues in the Clubhouse. Ms. Kinnecom noticed that sometimes the Wi-Fi went in and out. Mr. Gray would keep working on the issue. Ms. Wharton felt that their only recourse was to continuously call FPL to see if they respond. Mr. Ferry stated that FPL could put a monitor between the GFCIs and the power pole to see if there was a constant flow. Ms. Wharton requested that Mr. Gray contact Mr. Ferry if there was a continual problem for his knowledge and experience.

Mr. Gray was working on "*No Fishing*" signs for Ponds 100, 300, 700 and 800 and checking all of the outfalls and inlets. There was some light buildup and trash on Ponds 1200, 700, 200 and 1000. Ms. Wharton asked if the trash was in the culverts. Mr. Gray replied affirmatively, except for Ponds 1400, 1500, 1600, 1700 and 1800, which he will be checking today after the meeting. Ms. Wharton asked if he was checking the amount of sand or sediment in each flow pipe. Mr. Gray replied affirmatively, as well as any trash, pond fronds, grass and debris, which he removed. Ms. Wharton recalled that there was an outstanding question about the water level of the ponds not decreasing fast enough when the District Engineer confirmed that everything was working.

Mr. Ferry asked if the HOA could send out a memo to the community regarding the Grass Carp for the ponds and why there should not be fishing. An audience member confirmed that a memo was sent out to residents and included in the newsletter explaining the reason for the carp, but kids were riding their bicycles on the ponds and the other day, kids were swimming in a pond and suggested posting additional signage. Mr. Gray was in the process of installing signage around the lakes. Mr. Ferry wanted higher signs. Mr. Gray was informed that Ponds 100, 300, 700 and 800 needed signs and would place five or six signs per lake. Ms. Germain pointed out that an insurance adjustor recommended double sided signs. Mr. Ferry preferred double sided signs for visibility purposes. Ms. Wharton noted a problem with the signs was that it inferred to stay out of the lakes when no one was supposed to be on the lake banks. Mr. Ferry recommended having one sign saying, "*No Trespassing, No Fishing, No Recreation Per the Heritage Park CDD.*" Ms. Wharton agreed and suggested having the signs further away from the pond, closer to the road, especially on the entrance ponds, Ponds 200, 300, 400, 500, 1100 and 1200. Mr.

Gray would request double sided signs. Mr. Ferry suggested putting two signs on one pole, one on each side, higher on the pole so they could be seen. Ms. Wharton agreed. Mr. Gray stated that normally private property signs were at least 3 feet off of the ground, with the exception of stop or street signs. Mr. Ferry felt that they should be as high as the one on Pond 400. Ms. Wharton pointed out that some signs were placed low on the ground so that people in backyards did not see them. *There was Board consensus for Mr. Gray to install signs in backyards where they could not be seen and the ones by entrances have more visibility on 4x4 posts.* Ms. Germain thanked the Board for informing her about the resident that was throwing trash into the pond as she sent a letter. However, the man with the pool was throwing a sign into Pond 100. Mr. Ferry was trying to verify it with the neighbor. Ms. Wharton recalled that the homeowner on Pond 1000 was complaining about the mowers.

**EIGHTH ORDER OF BUSINESS****Audience Comments**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS****Supervisors Requests**

Ms. Wharton asked about the fence running across Woodlawn Road, which was installed by the developer, as it was close to CDD property. Mr. Oliver recommended that it be power washed. Ms. Germain would have it power washed and reported that all sidewalks were being power washed next week. Mr. Pingotti suggested that Board Members have identification cards in case a Deputy approached them. Ms. Wharton requested that the card have their name on it and not a picture. When kids were swimming in the pond, she contacted the non-emergency number and they were responsive. If the kids were already warned, Ms. Wharton wanted them to receive a Notice of Trespassing Citation. Mr. Curran noticed someone using a remote-control boat in a pond.

**TENTH ORDER OF BUSINESS****Financial Reports****A. Balance Sheet and Statement of Revenues & Expenditures**

Mr. Oliver presented the Unaudited Financial Statements through April 30, 2023, which were included in the agenda package. There were no unusual variances and \$129,000 was in the Capital Reserve.

**B. Assessment Receipt Schedule**

Mr. Oliver presented the Assessment Receipt Schedule, which was included in the agenda package. The District was 100% collected.

**C. Approval of Check Register**

On MOTION by Ms. Wharton seconded by Mr. Ferry with all in favor the Check Register from March 9, 2023 through May 10 2023 in the amount of \$28,356.44 was approved.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – July 20, 2023 @  
1:00 p.m.**

Mr. Oliver stated that the next meeting was scheduled for July 20, 2023 at 1:00 p.m., which was the public hearing on the budget. Ms. Wharton expected a report on the aquatic weed control chemicals that were being used and the flow of Pond 100. She wanted to cut back on the amount of chemicals being used because they had no weeds.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Curran seconded by Mr. Ferry with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*



May 5, 2023

**Re: Prosser, a Prime AE Company 2023 Rate Schedule**

Dear Valued Client:

We appreciate the trust you have placed in Prosser, a Prime AE Company and look forward to continuing to fulfill your design and planning needs in the future. We are constantly working toward keeping our fees at a reasonable and competitive rate. However, it has been two years since our last rate increase, therefore we have updated our standard hourly rate schedule that is attached. Please note that the new hourly rate schedule will go into effect for your project on June 1, 2023 and does not impact any existing Lump Sum Contracts.

If you have any questions or concerns, whether related to the rate schedule or your project, please contact your project manager.

Sincerely,

**PROSSER, a Prime AE Company**

A handwritten signature in blue ink, appearing to read "J. Bradford Davis".

J. Bradford Davis, PE  
Senior Vice President



## Hourly Rate Schedule

Effective May, 2023

### Planning & Engineering

Senior Vice President	\$300
Vice President	\$250
Project Director/Chief	\$235
Senior Project Manager	\$200
Project Manager	\$190
Senior Engineer	\$185
Engineer	\$150
Senior Planner & Senior Landscape Architect	\$180
Planner & Landscape Architect	\$150
Senior Graphic Arts Director	\$170
Graphic Art Designer	\$130
Senior Designer	\$150
Designer	\$120
CADD Technician	\$105
Clerical	\$ 95
Administrative Support	\$ 95

### Project & Business Services

Project Administrator	\$160
Sr. Project Researcher	\$150
Project Researcher	\$145
Sr. Public Relations Liaison	\$160
Technical Writer	\$115

### Information Services

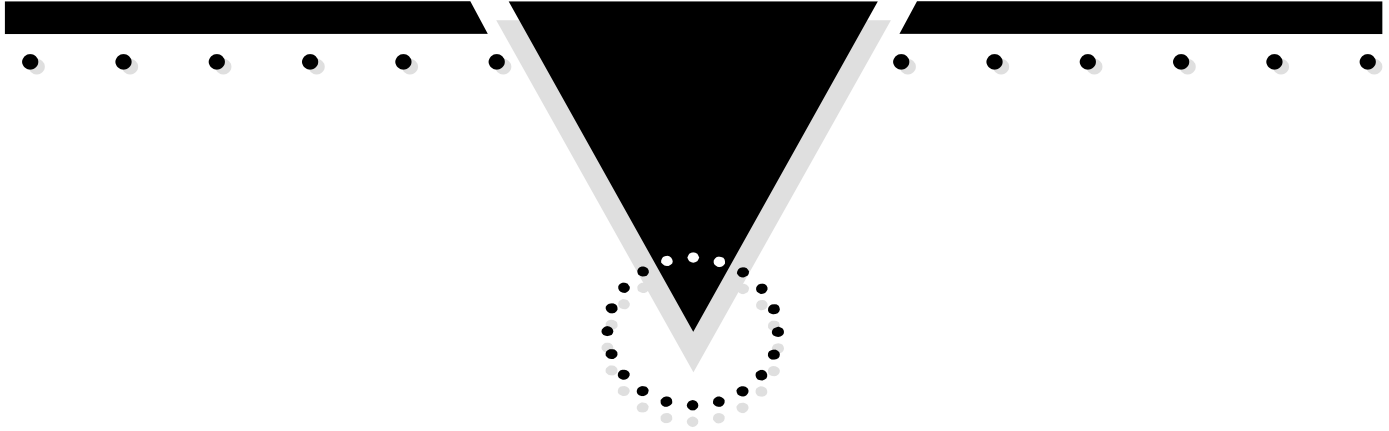
Programmer	\$150
Information Systems	\$150
GIS Programmer	\$165
GIS Analyst	\$140
GIS Technician	\$125

### CEI/Construction Management Services

Resident Engineer	\$175
Construction Project Manager	\$190
Sr. Construction Inspector	\$125
Construction Inspector	\$105

ALL REIMBURSABLE EXPENSES SHALL BE COST TIMES A FACTOR OF 1.15

## *FIFTH ORDER OF BUSINESS*



**Heritage Park  
Community Development  
District**

**Approved Budget  
FY 2024**



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**Heritage Park**  
**Community Development District**  
**Approved Budget**  
**FY2024**  
**General Fund**

Description	Adopted Budget FY 2023	Actual thru 6/30/23	Projected Next 3 Months	Total Projected 09/30/23	Approved Budget FY 2024
<b>Revenues</b>					
Assessments Tax Roll	\$255,225	\$256,691	\$0	\$256,691	\$255,225
Interest Income	\$25	\$3,102	\$1,398	\$4,500	\$2,150
Carry Forward Surplus <sup>(1)</sup>	\$59,210	\$76,892	\$0	\$76,892	\$75,459
<b>Total Revenues</b>	<b>\$314,460</b>	<b>\$336,685</b>	<b>\$1,398</b>	<b>\$338,083</b>	<b>\$332,834</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Supervisors Fees	\$6,000	\$4,000	\$2,000	\$6,000	\$6,000
FICA Expense	\$459	\$306	\$153	\$459	\$459
Engineer	\$10,000	\$353	\$2,147	\$2,500	\$10,000
Arbitrage Rebate	\$450	\$450	\$0	\$450	\$450
Dissemination Agreement	\$1,000	\$750	\$250	\$1,000	\$1,000
District Counsel	\$16,000	\$5,639	\$4,361	\$10,000	\$16,000
Financial Advisory Services	\$7,500	\$7,500	\$0	\$7,500	\$7,500
Auditing Services	\$3,300	\$3,300	\$0	\$3,300	\$3,400
Trustee Fees	\$4,500	\$4,445	\$0	\$4,445	\$4,500
Management Fees	\$55,267	\$41,450	\$13,817	\$55,267	\$58,583
Information Technology	\$1,800	\$1,350	\$450	\$1,800	\$1,800
Website Maintenance	\$1,200	\$900	\$300	\$1,200	\$1,200
Telephone	\$250	\$29	\$14	\$43	\$250
Postage	\$750	\$555	\$196	\$750	\$750
Printing and Binding	\$1,000	\$388	\$152	\$540	\$1,000
Insurance	\$8,565	\$7,670	\$0	\$7,670	\$8,450
Legal Advertising	\$1,350	\$330	\$1,020	\$1,350	\$1,350
Other Current Charges	\$1,000	\$583	\$180	\$763	\$1,000
Office Supplies	\$250	\$132	\$33	\$165	\$250
Dues, Licenses, Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenses</b>	<b>\$120,816</b>	<b>\$80,305</b>	<b>\$25,072</b>	<b>\$105,377</b>	<b>\$124,117</b>
<b>Operations &amp; Maintenance</b>					
Field Operations	\$11,140	\$8,355	\$2,785	\$11,140	\$11,808
Property Insurance	\$805	\$735	\$0	\$735	\$1,110
Landscape Maintenance	\$38,575	\$28,196	\$9,460	\$37,656	\$39,732
Landscape Contingency	\$6,000	\$3,885	\$2,115	\$6,000	\$6,000
Irrigation Repairs	\$1,500	\$1,200	\$300	\$1,500	\$2,500
Lake Maintenance	\$24,507	\$17,505	\$5,835	\$23,340	\$24,507
Lake Contingency	\$7,000	\$2,401	\$1,099	\$3,500	\$7,000
Utility Service	\$18,500	\$14,870	\$5,255	\$20,125	\$22,000
Street Lights	\$40,000	\$33,091	\$11,639	\$44,729	\$49,140
Common Area Maintenance	\$12,000	\$4,039	\$2,400	\$6,439	\$12,000
Contingency	\$5,000	\$0	\$2,083	\$2,083	\$5,000
Operating Reserve	\$28,618	\$0	\$0	\$0	\$7,000
Transfer Out - Capital Reserve	\$0	\$0	\$0	\$0	\$20,920
<b>O&amp;M Expenses</b>	<b>\$193,645</b>	<b>\$114,276</b>	<b>\$42,971</b>	<b>\$157,247</b>	<b>\$208,717</b>
<b>Total Expenditures</b>	<b>\$314,461</b>	<b>\$194,581</b>	<b>\$68,043</b>	<b>\$262,624</b>	<b>\$332,834</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$0)</b>	<b>\$142,104</b>	<b>(\$66,645)</b>	<b>\$75,459</b>	<b>(\$0)</b>

(1) Less 1st Quarter Operating Funds

Total Net Assessments	\$255,225
Collection Cost (6%)	\$16,291
Total Gross Assessments	\$271,516

**Heritage Park**  
**Community Development District**  
**O&M Assessments**

<u>LAND USE TYPE</u>	<u>PARCEL</u>	<u>UNITS/LOTS</u>	<u>EAU FACTOR</u>	<u>TOTAL EAU</u>	<u>% OF EAU</u>	<u>BUDGET</u>	<u>FY2023 PER UNIT ASSESSMENTS</u>	<u>FY2024 PER UNIT ASSESSMENTS</u>
Multi Family	F	148	0.50	74.00	10.10%	\$27,411	\$185	\$185
Single Family 53'	A	116	1.00	116.00	15.83%	\$42,968	\$370	\$370
Single Family 53'	E-1	89	1.00	89.00	12.14%	\$32,967	\$370	\$370
Single Family 63'	C	166	1.20	199.20	27.18%	\$73,787	\$445	\$445
Single Family 63'	E-2	56	1.20	67.20	9.17%	\$24,892	\$445	\$445
Single Family 75'	D-1	86	1.40	120.40	16.43%	\$44,598	\$519	\$519
Single Family 85'	D-2	<u>42</u>	1.60	<u>67.20</u>	<u>9.17%</u>	\$24,892	\$593	\$593
		703		733.00	100.00%			

**HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**REVENUES:**

**ASSESSMENTS TAX ROLL**

The District will levy a non-ad valorem assessment on all of the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

**INTEREST INCOME**

The District will invest surplus funds with US Bank.

**EXPENDITURES:**

**ADMINISTRATIVE:**

**SUPERVISORS FEES**

Chapter 190, Florida Statutes allows each Board member to receive \$200 per meeting not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount for the fiscal year is based upon 5 supervisors attending 6 meetings.

**FICA EXPENSE**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

**ENGINEER**

The District's engineer will be providing general engineering services to the District, e.g., attendance and preparation for monthly board meetings, review of invoices, and various projects assigned as directed by the Board of Supervisors. The District has contracted Prosser Inc. for these services.

**ARBITRAGE REBATE**

The District had contracted with AMTEC, an independent certified public accountant, to annually calculate the District's Arbitrage Rebate Liability on the Series 2013 Special Assessment Refunding Bonds.

**DISSEMINATION AGREEMENT**

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b) (5) which relates to additional reporting requirements for unrated bond issues. The District has contracted with Governmental Management Services, LLC for this service on the Series 2013 Special Assessment Refunding Bonds.

**DISTRICT COUNSEL**

The District's attorney, Kutak Rock LLP, will be providing general legal services to the District, e.g., attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

# **HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND BUDGET**

## **FINANCIAL ADVISORY SERVICES**

The District's financial advisor, Governmental Management Services, LLC, will provide services including, but not limited to responding to bondholder questions, prepayment analysis, long-term pay-offs, and true-up analysis. This also includes service to bill and collect assessments for annual debt service and operating expenses via direct invoicing or by maintaining the assessment roll and annually levy a Non-Ad Valorem assessment

## **AUDITING SERVICES**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with Grau & Associates for this service.

## **TRUSTEE FEES**

The District will pay annual trustee fees for the Series 2013 Special Assessment Refunding Bonds that are deposited with a Trustee at US Bank.

## **MANAGEMENT FEES**

The District has contracted with Governmental Management Services, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

## **INFORMATION TECHNOLOGY**

The District has contracted with Governmental Management Services, LLC for costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, positive pay implementation and programming for fraud protection, accounting software, Adobe, Microsoft Office, etc.

## **WEBSITE MAINTENANCE**

The District has contracted with Governmental Management Services, LLC for the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

## **TELEPHONE**

Telephone and fax machine.

## **POSTAGE**

The District incurs charges for mailing of Board meeting agenda's, checks for vendors, and any other required correspondence.

## **PRINTING AND BINDING**

Printing and binding agenda packages for board meetings, printing of computerized checks, correspondence, stationary, etc.

## **INSURANCE**

The District's general liability, public officials' liability and property insurance coverages are provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.



**HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**LEGAL ADVERTISING**

Advertising of monthly board meetings, public hearings, and any services that are required to be advertised for public bidding, i.e. audit services, engineering service, maintenance contracts and any other advertising that may be required.

**OTHER CURRENT CHARGES**

Represents bank charges and any other miscellaneous charges that the District may incur.

**OFFICE SUPPLIES**

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

**DUES, LICENSES, SUBSCRIPTIONS**

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

**OPERATIONS & MAINTENANCE:**

**FIELD OPERATIONS**

District has contracted with Governmental Management Services, LLC to provide onsite field management of contracts for District Services such as landscape and lake maintenance. Services to include weekly site inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

**PROPERTY INSURANCE**

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA) who specializes in providing insurance coverage to governmental agencies.

**LANDSCAPE MAINTENANCE**

The District will incur expenditures to maintain the rights-of-way, median strips, and 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. The District has contracted with Yellowstone Landscape for this service.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
Landscape Contract	\$3,153	\$37,840
Contingency		\$1,892
<b>TOTAL</b>		<b>\$39,732</b>

**LANDSCAPE CONTINGENCY**

Funding for additional landscaping improvements outside of the contract with the landscape vendor.

**HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**LAKE MAINTENANCE**

The District has contracted with Future Horizons Inc. to maintain 18 lakes within the district.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
Aquatic Plant Treatment	\$1,945	\$23,340
Contingency		\$1,167
<b>TOTAL</b>		<b>\$24,507</b>

**LAKE CONTINGENCY**

Funding for additional lake improvements outside of the contract with the lake vendor.

<b>Description</b>	<b>Annually</b>
Grass Carp Stocking	\$3,000
Contingency	\$4,000
<b>TOTAL</b>	<b>\$7,000</b>

**UTILITY SERVICE**

Projected cost of electric accounts the District maintains with Florida Power & Light for service to the 18 lake fountains at the following locations: Lakes # 100-1800

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
215 Hefferon Dr.	\$55	\$660
318 Wooded Crossing Circle #Pump	\$65	\$780
1514 E. Red House Branch Rd.	\$60	\$720
360 Wooded Crossing Circle #Pump	\$65	\$780
615 Arbor Park Ct #Pump	\$70	\$840
1007 Arbor Trails CT #Fountain	\$100	\$1,200
1533 E. Red House Branch Rd.	\$130	\$1,560
297 Hefferon Dr # Fountain	\$275	\$3,300
223 Wooded Crossing Cir #Fountain	\$50	\$600
602 E. Red House Branch Rd	\$70	\$840
217 Pine Arbor Cir #Fountain	\$60	\$720
807 Oak Arbor Cir #Pond	\$70	\$840
452 Wooded Crossing Circle #Pump	\$70	\$840
522 Cedar Arbor Ct. Pond 1700	\$80	\$960
700 E Red House Branch Rd #Pump	\$110	\$1,320
150 Pine Arbor Cir #Pump	\$55	\$660
252 Hefferon Dr #Pump	\$60	\$720
339 Hefferon Dr. #Pump	\$65	\$780
1310 Wild Pine Dr # Fountain	\$120	\$1,440
224 Hefferon Dr #Pond	\$50	\$600
Contingency		\$1,840
<b>TOTAL</b>		<b>\$22,000</b>

**HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**STREET LIGHTS**

The District has the following account with Florida Power & Light for the streetlights throughout the community.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
1000 Woodland Rd - Streetlighting	\$3,900	\$46,800
Contingency		\$2,340
<b>TOTAL</b>		<b>\$49,140</b>

**COMMON AREA MAINTENANCE**

Services render in the field from non-specified vendors as selected by the District.

**OPERATING RESERVE**

General reserves for ongoing operations.

**TRANSFER OUT – CAPITAL RESERVE**

Represents amount to transfer to Capital Reserve Fund.

**Heritage Park**  
**Community Development District**  
**Approved Budget**  
**FY2024**  
**Capital Reserves Fund**

Description	Adopted Budget FY 2023	Actual thru 06/30/23	Projected Next 3 Months	Total Projected 09/30/23	Approved Budget FY 2024
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**Revenues:**

Transfer In	\$0	\$0	\$0	\$0	\$20,920
Interest	\$450	\$2,548	\$452	\$3,000	\$2,650
Carry Forward Surplus	\$127,653	\$128,072	\$0	\$128,072	\$130,102

<b>Total Revenues</b>	<b>\$128,103</b>	<b>\$130,620</b>	<b>\$452</b>	<b>\$131,072</b>	<b>\$153,672</b>
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**Expenditures:**

Bank Fees	\$0	\$30	\$90	\$120	\$500
Capital Outlay	\$0	\$850	\$0	\$850	\$0

<b>Total Expenditures</b>	<b>\$0</b>	<b>\$880</b>	<b>\$90</b>	<b>\$970</b>	<b>\$500</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$128,103</b>	<b>\$129,740</b>	<b>\$362</b>	<b>\$130,102</b>	<b>\$153,172</b>
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# Heritage Park

## Community Development District

### Approved Budget FY2024 Debt Service Fund

Description	Adopted Budget FY 2023	Actual thru 06/30/23	Projected Next 3 Months	Total Projected 09/30/23	Approved Budget FY 2024
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#### Revenues:

Assessments - Tax Roll	\$381,721	\$384,176	\$0	\$384,176	\$381,721
Interest Income	\$0	\$8,458	\$1,542	\$10,000	\$6,550
Carry Forward Surplus	\$150,043	\$153,933	\$0	\$153,933	\$163,099

<b>Total Revenues</b>	<b>\$531,764</b>	<b>\$546,567</b>	<b>\$1,542</b>	<b>\$548,109</b>	<b>\$551,370</b>
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#### Expenditures:

##### Series 2013

Interest 11/01	\$90,005	\$90,005	\$0	\$90,005	\$85,649
Principal 05/01	\$205,000	\$205,000	\$0	\$205,000	\$215,000
Interest 05/01	\$90,005	\$90,005	\$0	\$90,005	\$85,649

<b>Total Expenditures</b>	<b>\$385,010</b>	<b>\$385,010</b>	<b>\$0</b>	<b>\$385,010</b>	<b>\$386,298</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$146,754</b>	<b>\$161,557</b>	<b>\$1,542</b>	<b>\$163,099</b>	<b>\$165,072</b>
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11/1/24      \$80,919

LAND USE TYPE	UNITS/LOTS	PER UNIT ASSESSMENTS	GROSS ASSESSMENTS
Multi Family	146	\$286	\$41,811
Single Family 53'	115	\$573	\$65,867
Single Family 53'	88	\$573	\$50,403
Single Family 63'	166	\$687	\$114,093
Single Family 63'	56	\$687	\$38,489
Single Family 75'	79	\$802	\$63,347
Single Family 85'	35	\$916	\$32,074
	<b>685</b>		<b>\$406,086</b>
		<b>Less: (6% Discounts &amp; Collections)</b>	<b>(\$24,365)</b>
		<b>Total Net Assessments</b>	<b>\$381,721</b>

# Heritage Park Community Development District

## SERIES 2013 AMORTIZATION SCHEDULE

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/1/23	\$ 3,410,000.00		\$ -	\$ 85,648.75	\$ 85,648.75
5/1/24	\$ 3,410,000.00	4.400%	\$ 215,000.00	\$ 85,648.75	\$ -
11/1/24	\$ 3,195,000.00		\$ -	\$ 80,918.75	\$ 381,567.50
5/1/25	\$ 3,195,000.00	5.000%	\$ 225,000.00	\$ 80,918.75	\$ -
11/1/25	\$ 2,970,000.00		\$ -	\$ 75,293.75	\$ 381,212.50
5/1/26	\$ 2,970,000.00	5.000%	\$ 235,000.00	\$ 75,293.75	\$ -
11/1/26	\$ 2,735,000.00		\$ -	\$ 69,418.75	\$ 379,712.50
5/1/27	\$ 2,735,000.00	5.000%	\$ 250,000.00	\$ 69,418.75	\$ -
11/1/27	\$ 2,485,000.00		\$ -	\$ 63,168.75	\$ 382,587.50
5/1/28	\$ 2,485,000.00	5.000%	\$ 260,000.00	\$ 63,168.75	\$ -
11/1/28	\$ 2,225,000.00		\$ -	\$ 56,668.75	\$ 379,837.50
5/1/29	\$ 2,225,000.00	5.000%	\$ 275,000.00	\$ 56,668.75	\$ -
11/1/29	\$ 1,950,000.00		\$ -	\$ 49,793.75	\$ 381,462.50
5/1/30	\$ 1,950,000.00	5.000%	\$ 280,000.00	\$ 49,793.75	\$ -
11/1/30	\$ 1,670,000.00		\$ -	\$ 42,793.75	\$ 372,587.50
5/1/31	\$ 1,670,000.00	5.125%	\$ 300,000.00	\$ 42,793.75	\$ -
11/1/31	\$ 1,370,000.00		\$ -	\$ 35,106.25	\$ 377,900.00
5/1/32	\$ 1,370,000.00	5.125%	\$ 320,000.00	\$ 35,106.25	\$ -
11/1/32	\$ 1,050,000.00		\$ -	\$ 26,906.25	\$ 382,012.50
5/1/33	\$ 1,050,000.00	5.125%	\$ 335,000.00	\$ 26,906.25	\$ -
11/1/33	\$ 715,000.00		\$ -	\$ 18,321.88	\$ 380,228.13
5/1/34	\$ 715,000.00	5.125%	\$ 350,000.00	\$ 18,321.88	\$ -
11/1/34	\$ 365,000.00		\$ -	\$ 9,353.13	\$ 377,675.00
5/1/35	\$ 365,000.00	5.125%	\$ 365,000.00	\$ 9,353.13	\$ 374,353.13
			\$ 3,410,000.00	\$ 1,226,785.00	\$ 4,636,785.00

*A.*

## RESOLUTION 2023-05

### THE ANNUAL APPROPRIATION RESOLUTION OF THE HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2023, submitted to the Board of Supervisors (“**Board**”) of the Heritage Park Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

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

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

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

#### SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.



- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Heritage Park Community Development District for the Fiscal Year Ending September 30, 2024."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND – SERIES 2013	\$_____
TOTAL ALL FUNDS	\$_____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024, or within 60 days following the end of the Fiscal Year 2023/2024, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000

or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 20<sup>TH</sup> DAY OF JULY, 2023.**

ATTEST:

**HERITAGE PARK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Budget

## **Exhibit A**

Fiscal Year 2023/2024 Budget

*B.*

## RESOLUTION 2023-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, the District is located in St. Johns County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

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

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

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2023/2024; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Heritage Park Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

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

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County

Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

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

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

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

**PASSED AND ADOPTED** this 20<sup>th</sup> day of July, 2023.

ATTEST:

**HERITAGE PARK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair, Board of Supervisors

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll

**Exhibit A**  
Budget



**Exhibit B**  
Assessment Roll

## *SEVENTH ORDER OF BUSINESS*

*C.*

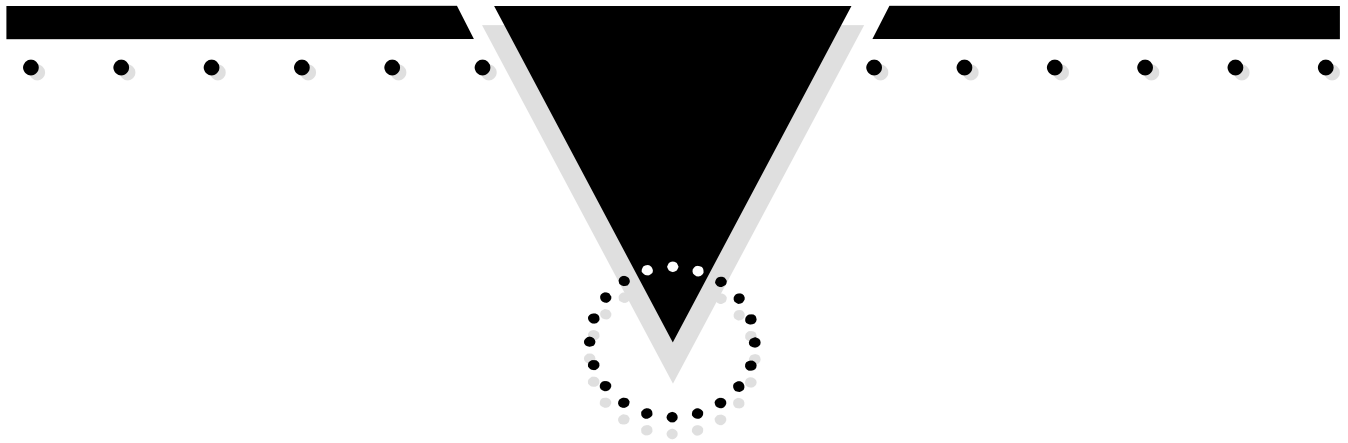
NOTICE OF MEETINGS  
HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Heritage Park Community Development District will hold their regularly scheduled public meetings for **Fiscal Year 2024** at the Heritage Park Amenity Center, 225 Hefferon Drive, St. Augustine, Florida 32084 at 1:00 p.m. on the third Thursday of each month listed:

November 16, 2023  
January 18, 2024  
March 21, 2024  
May 16, 2024  
July 18, 2024  
September 19, 2024

## *TENTH ORDER OF BUSINESS*

*A.*



# **Heritage Park Community Development District**

**Unaudited Financial Reporting**

**June 30, 2023**



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7	<hr/> Assessment Receipt Schedule



# HERITAGE PARK

## COMMUNITY DEVELOPMENT DISTRICT

### COMBINED BALANCE SHEET

June 30, 2023

	<u>Governmental Fund</u>			<u>Totals</u> (memorandum only)
<b><u>Assets</u></b>	<b><u>General</u></b>	<b><u>Debt Service</u></b>	<b><u>Capital Reserve</u></b>	<b><u>2023</u></b>
Cash	\$54,463	-----	\$91,461	\$145,924
State Board of Administration	-----	-----	\$38,279	\$38,279
<b><u>Investments:</u></b>				
Operating Account	\$169,017	-----	-----	\$169,017
<b><u>Series 2013</u></b>				
Reserve	-----	\$192,515	-----	\$192,515
Revenue	-----	\$156,279	-----	\$156,279
Prepayment	-----	\$3,749	-----	\$3,749
<b>Total Assets</b>	<b>\$223,480</b>	<b>\$352,543</b>	<b>\$129,740</b>	<b>\$705,763</b>
<b><u>Liabilities</u></b>				
Accounts Payable	\$3,373	-----	-----	\$3,373
<b><u>Fund Equity, Other Credits</u></b>				
<b><u>Fund Balances:</u></b>				
Unassigned	\$220,108	-----	-----	\$220,108
Restricted for Debt Service	-----	\$352,543	-----	\$352,543
Assigned for Capital Reserve	-----	-----	\$129,740	\$129,740
<b>Total Liabilities, Fund Equity</b>	<b>\$223,480</b>	<b>\$352,543</b>	<b>\$129,740</b>	<b>\$705,763</b>

**HERITAGE PARK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues and Expenditures  
For Period Ending June 30, 2023

	GENERAL FUND BUDGET	PRORATED BUDGET THRU 6/30/23	ACTUAL THRU 6/30/23	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments Tax Roll	\$255,225	\$255,225	\$256,691	\$1,466
Interest Income	\$25	\$19	\$3,102	\$3,083
<b>TOTAL REVENUES</b>	<b>\$255,250</b>	<b>\$255,244</b>	<b>\$259,793</b>	<b>\$4,549</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisors Fees	\$6,000	\$4,500	\$4,000	\$500
FICA Expense	\$459	\$344	\$306	\$38
Engineer	\$10,000	\$7,500	\$353	\$7,147
Arbitrage Rebate	\$450	\$450	\$450	\$0
Dissemination Agreement	\$1,000	\$750	\$750	\$0
District Counsel	\$16,000	\$12,000	\$5,639	\$6,361
Financial Advisory Services	\$7,500	\$7,500	\$7,500	\$0
Auditing Services	\$3,300	\$3,300	\$3,300	\$0
Trustee Fees	\$4,500	\$4,445	\$4,445	\$0
Management Fees	\$55,267	\$41,450	\$41,450	\$0
Information Technology	\$1,800	\$1,350	\$1,350	\$0
Website Maintenance	\$1,200	\$900	\$900	\$0
Telephone	\$250	\$188	\$29	\$158
Postage	\$750	\$563	\$555	\$8
Printing and Binding	\$1,000	\$750	\$388	\$362
Insurance	\$8,565	\$8,565	\$7,670	\$895
Legal Advertising	\$1,350	\$1,013	\$330	\$682
Other Current Charges	\$1,000	\$750	\$583	\$167
Office Supplies	\$250	\$188	\$132	\$56
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$120,816</b>	<b>\$96,679</b>	<b>\$80,305</b>	<b>\$16,374</b>
<b><u>MAINTENANCE:</u></b>				
Field Operations	\$11,140	\$8,355	\$8,355	\$0
Property Insurance	\$805	\$805	\$735	\$70
Landscape Maintenance	\$38,575	\$28,931	\$28,196	\$735
Landscape Contingency	\$6,000	\$4,500	\$0	\$4,500
Irrigation Repairs	\$1,500	\$1,125	\$1,200	(\$75)
Lake Maintenance	\$24,507	\$18,380	\$17,505	\$875
Lake Contingency	\$7,000	\$5,250	\$2,401	\$2,849
Utility Service	\$18,500	\$13,875	\$14,870	(\$995)
Street Lights	\$40,000	\$30,000	\$33,091	(\$3,091)
Common Area Maintenance	\$12,000	\$9,000	\$7,924	\$1,076
Contingency	\$5,000	\$3,750	\$0	\$3,750
Operating Reserve	\$28,618	\$21,464	\$0	\$21,464
<b>TOTAL MAINTENANCE</b>	<b>\$193,645</b>	<b>\$145,435</b>	<b>\$114,276</b>	<b>\$31,159</b>
<b>TOTAL EXPENDITURES</b>	<b>\$314,461</b>	<b>\$242,114</b>	<b>\$194,581</b>	<b>\$47,533</b>
<b>EXCESS REVENUES/ (EXPENDITURES)</b>	<b>(\$59,210)</b>		<b>\$65,212</b>	
<b>FUND BALANCE-BEGINNING</b>	<b>\$59,210</b>		<b>\$154,896</b>	
<b>FUND BALANCE-ENDING</b>	<b>(\$0)</b>		<b>\$220,108</b>	

# HERITAGE PARK

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND

Statement of Revenues & Expenditures  
For Period Ending June 30, 2023

DEBT SERVICE BUDGET	PRORATED BUDGET THRU 6/30/23	ACTUAL THRU 6/30/23	VARIANCE
------------------------	---------------------------------	------------------------	----------

#### **REVENUES:**

Assessments - Tax Roll	\$381,721	\$381,721	\$384,176	\$2,455
Interest Income	\$0	\$0	\$8,458	\$8,458
<b>TOTAL REVENUES</b>	<b>\$381,721</b>	<b>\$381,721</b>	<b>\$392,635</b>	<b>\$10,914</b>

#### **EXPENDITURES:**

##### **Series 2013**

Interest Expense 11/02	\$90,005	\$90,005	\$90,005	\$0
Principal Expense 05/01	\$205,000	\$205,000	\$205,000	\$0
Interest Expense 05/01	\$90,005	\$90,005	\$90,005	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$385,010</b>	<b>\$385,010</b>	<b>\$385,010</b>	<b>\$0</b>

#### **EXCESS REVENUES/ (EXPENDITURES)**

<b>(\$3,289)</b>	<b>\$7,625</b>
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#### **FUND BALANCE - BEGINNING**

<b>\$150,043</b>	<b>\$344,919</b>
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#### **FUND BALANCE - ENDING**

<b>\$146,754</b>	<b>\$352,543</b>
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# HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT

## CAPITAL RESERVE FUND

Statement of Revenues & Expenditures  
For Period Ending June 30, 2023

	CAPITAL RESERVE BUDGET	PRORATED BUDGET THRU 6/30/23	ACTUAL THRU 6/30/23	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$450	\$338	\$2,548	\$2,210
<b>TOTAL REVENUES</b>	<b>\$450</b>	<b>\$338</b>	<b>\$2,548</b>	<b>\$2,210</b>
<b><u>EXPENDITURES:</u></b>				
Bank Fees	\$0	\$0	\$30	(\$30)
Capital Outlay	\$0	\$0	\$850	(\$850)
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$880</b>	<b>(\$880)</b>
				\$9
<b>EXCESS REVENUES/ (EXPENDITURES)</b>	<b>\$450</b>		<b>\$1,668</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$127,653</b>		<b>\$128,072</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$128,103</b>		<b>\$129,740</b>	

**HERITAGE PARK**  
**Community Development District**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
<b><u>Revenues:</u></b>													
Tax Roll Assessments	\$0	\$21,817	\$58,801	\$137,332	\$27,550	\$968	\$197	\$8,348	\$1,678	\$0	\$0	\$0	\$256,691
Interest Income	\$107	\$106	\$105	\$195	\$296	\$424	\$564	\$671	\$634	\$0	\$0	\$0	\$3,102
<b>Total Revenues</b>	<b>\$107</b>	<b>\$21,923</b>	<b>\$58,907</b>	<b>\$137,528</b>	<b>\$27,846</b>	<b>\$1,392</b>	<b>\$760</b>	<b>\$9,018</b>	<b>\$2,312</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$259,793</b>
<b><u>Expenditures</u></b>													
<b><u>Administrative</u></b>													
Supervisors Fees	\$0	\$800	\$0	\$800	\$0	\$1,400	\$0	\$1,000	\$0	\$0	\$0	\$0	\$4,000
FICA Expense	\$0	\$61	\$0	\$61	\$0	\$107	\$0	\$77	\$0	\$0	\$0	\$0	\$306
Engineer	\$0	\$0	\$0	\$0	\$0	\$0	\$118	\$235	\$0	\$0	\$0	\$0	\$353
Arbitrage Rebate	\$0	\$0	\$0	\$0	\$450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450
Dissemination Agreement	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$750
District Counsel	\$134	\$528	\$44	\$1,681	\$1,499	\$0	\$327	\$1,428	\$0	\$0	\$0	\$0	\$5,639
Financial Advisory Services	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Auditing Services	\$0	\$0	\$2,475	\$525	\$0	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$3,300
Trustee Fees	\$0	\$0	\$0	\$4,445	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,445
Management Fees	\$4,606	\$4,606	\$4,606	\$4,606	\$4,606	\$4,606	\$4,606	\$4,606	\$4,606	\$0	\$0	\$0	\$41,450
Information Technology	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$0	\$0	\$0	\$1,350
Website Maintenance	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$900
Telephone	\$0	\$0	\$0	\$13	\$0	\$16	\$0	\$0	\$0	\$0	\$0	\$0	\$29
Postage	\$76	\$0	\$136	\$3	\$3	\$103	\$82	\$63	\$89	\$0	\$0	\$0	\$555
Printing and Binding	\$27	\$1	\$47	\$3	\$98	\$8	\$87	\$2	\$115	\$0	\$0	\$0	\$388
Insurance	\$7,670	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,670
Legal Advertising	\$69	\$65	\$0	\$65	\$0	\$65	\$0	\$65	\$0	\$0	\$0	\$0	\$330
Other Current Charges	\$52	\$56	\$42	\$151	\$57	\$45	\$62	\$58	\$58	\$0	\$0	\$0	\$583
Office Supplies	\$13	\$0	\$10	\$71	\$10	\$0	\$15	\$0	\$13	\$0	\$0	\$0	\$132
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$20,655</b>	<b>\$6,450</b>	<b>\$7,693</b>	<b>\$12,759</b>	<b>\$7,057</b>	<b>\$6,983</b>	<b>\$5,630</b>	<b>\$7,866</b>	<b>\$5,213</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,305</b>
<b><u>Maintenance:</u></b>													
Field Operations	\$928	\$928	\$928	\$928	\$928	\$928	\$928	\$928	\$928	\$0	\$0	\$0	\$8,355
Property Insurance	\$735	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$735
Landscape Maintenance	\$3,061	\$3,061	\$3,153	\$3,153	\$3,153	\$3,153	\$3,153	\$3,153	\$3,153	\$0	\$0	\$0	\$28,196
Landscape Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Irrigation Repairs	\$0	\$0	\$0	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200
Lake Maintenance	\$1,945	\$1,945	\$1,945	\$1,945	\$1,945	\$1,945	\$1,945	\$1,945	\$1,945	\$0	\$0	\$0	\$17,505
Lake Contingency	\$948	\$0	\$0	\$0	\$0	\$120	\$794	\$0	\$539	\$0	\$0	\$0	\$2,401
Utility Service	\$1,448	\$1,549	\$1,593	\$1,740	\$1,633	\$1,652	\$1,699	\$1,801	\$1,756	\$0	\$0	\$0	\$14,870
Street Lights	\$3,349	\$3,210	\$3,210	\$3,868	\$3,869	\$3,869	\$3,927	\$3,909	\$3,880	\$0	\$0	\$0	\$33,091
Common Area Maintenance	\$405	\$527	\$924	\$387	\$258	\$317	\$610	\$611	\$3,885	\$0	\$0	\$0	\$7,924
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Maintenance</b>	<b>\$12,819</b>	<b>\$11,220</b>	<b>\$11,753</b>	<b>\$13,222</b>	<b>\$11,787</b>	<b>\$11,985</b>	<b>\$13,056</b>	<b>\$12,348</b>	<b>\$16,086</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$114,276</b>
<b>Total Expenditures</b>	<b>\$33,474</b>	<b>\$17,670</b>	<b>\$19,446</b>	<b>\$25,980</b>	<b>\$18,844</b>	<b>\$18,968</b>	<b>\$18,686</b>	<b>\$20,214</b>	<b>\$21,299</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$194,581</b>
<b>Excess Revenues/(Expenditures)</b>	<b>(\$33,367)</b>	<b>\$4,253</b>	<b>\$39,460</b>	<b>\$111,548</b>	<b>\$9,002</b>	<b>(\$17,575)</b>	<b>(\$17,926)</b>	<b>(\$11,196)</b>	<b>(\$18,987)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,212</b>

**Heritage Park**  
**Community Development District**  
**LONG TERM DEBT REPORT**

SERIES 2013, SPECIAL ASSESSMENT REFUNDING BONDS		
MATURITY DATE:	5/1/2035	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT	
RESERVE FUND REQUIREMENT	\$191,294	
RESERVE FUND BALANCE	\$192,515	
BONDS OUTSTANDING - 10/30/13		\$5,095,000
LESS: SPECIAL CALL 5/1/14		(\$10,000)
LESS: PRINCIPAL PAYMENT 5/1/15		(\$160,000)
LESS: PRINCIPAL PAYMENT 5/1/16		(\$165,000)
LESS: SPECIAL CALL 5/1/16		(\$10,000)
LESS: PRINCIPAL PAYMENT 5/1/17		(\$170,000)
LESS: PRINCIPAL PAYMENT 5/1/18		(\$175,000)
LESS: SPECIAL CALL 11/1/18		(\$20,000)
LESS: PRINCIPAL PAYMENT 5/1/19		(\$175,000)
LESS: SPECIAL CALL 5/1/19		(\$5,000)
LESS: SPECIAL CALL 11/1/19		(\$10,000)
LESS: PRINCIPAL PAYMENT 5/1/20		(\$180,000)
LESS: SPECIAL CALL 5/1/20		(\$5,000)
LESS: SPECIAL CALL 11/1/20		(\$10,000)
LESS: PRINCIPAL PAYMENT 5/1/21		(\$190,000)
LESS: PRINCIPAL PAYMENT 5/1/22		(\$195,000)
LESS: PRINCIPAL PAYMENT 5/1/23		(\$205,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,410,000</b>

*B.*

**HERITAGE PARK  
COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENT RECEIPTS - FY2023**

**TAX COLLECTOR**

Gross Assessments \$ 677,990 \$ 271,560 \$ 406,430  
Net Assessments \$ 637,310 \$ 255,266 \$ 382,044

Date Received	Dist						Net Amount Received	2013		Total 100%
		Gross Assessments Received	Discounts/ Penalties	Commissions Paid	Interest Income			General Fund 40.05%	Debt Svc Fund 59.95%	
11/2/22	1	\$ 9,357.34	\$ 495.63	\$ 177.23	\$ -	\$ 8,684.48	\$ 8,684.48	\$ 3,478.46	\$ 5,206.02	\$ 8,684.48
11/17/22	2	\$ 16,534.62	\$ 661.39	\$ 317.46	\$ -	\$ 15,555.77	\$ 15,555.77	\$ 6,230.66	\$ 9,325.11	\$ 15,555.77
11/29/22	3	\$ 32,132.11	\$ 1,285.28	\$ 616.94	\$ -	\$ 30,229.89	\$ 30,229.89	\$ 12,108.19	\$ 18,121.70	\$ 30,229.89
12/12/22	4	\$ 69,489.03	\$ 2,779.51	\$ 1,334.19	\$ -	\$ 65,375.33	\$ 65,375.33	\$ 26,185.25	\$ 39,190.08	\$ 65,375.33
12/15/22	5	\$ 86,554.15	\$ 3,462.10	\$ 1,661.84	\$ -	\$ 81,430.21	\$ 81,430.21	\$ 32,615.83	\$ 48,814.38	\$ 81,430.21
1/20/23	6	\$ 364,445.58	\$ 14,577.53	\$ 6,997.36	\$ -	\$ 342,870.69	\$ 342,870.69	\$ 137,332.45	\$ 205,538.24	\$ 342,870.69
2/1/23	INT	\$ -	\$ -	\$ -	\$ 851.34	\$ 851.34	\$ 851.34	\$ 340.99	\$ 510.35	\$ 851.34
2/21/23	7	\$ 71,763.50	\$ 2,446.19	\$ 1,386.35	\$ -	\$ 67,930.96	\$ 67,930.96	\$ 27,208.87	\$ 40,722.09	\$ 67,930.96
3/29/23	8	\$ 2,483.22	\$ 16.03	\$ 49.34	\$ -	\$ 2,417.85	\$ 2,417.85	\$ 968.44	\$ 1,449.41	\$ 2,417.85
4/6/23	INT	\$ -	\$ -	\$ -	\$ 490.61	\$ 490.61	\$ 490.61	\$ 196.51	\$ 294.10	\$ 490.61
5/5/23	9	\$ 21,266.58	\$ -	\$ 425.33	\$ -	\$ 20,841.25	\$ 20,841.25	\$ 8,347.70	\$ 12,493.55	\$ 20,841.25
6/15/23	10	\$ 4,274.64	\$ -	\$ 85.49	\$ -	\$ 4,189.15	\$ 4,189.15	\$ 1,677.91	\$ 2,511.24	\$ 4,189.15
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>		\$ 678,300.77	\$ 25,723.66	\$ 13,051.53	\$ 1,341.95	\$ 640,867.53	\$ 640,867.53	\$ 256,691.26	\$ 384,176.27	\$ 640,867.53



*C.*

# Heritage Park Community Development District

## Summary of Invoices

May 10, 2023 to July 12, 2023

Fund	Date	Check No.'s	Amount
General Fund	5/15/23	3149	\$ 118.36
	5/22/23	3150-3151	\$ 3,763.36
	6/5/23	3152-3154	\$ 7,426.68
	6/12/23	3155-3156	\$ 1,467.60
	6/13/23	3157	\$ 65.28
	6/19/23	3158-3159	\$ 7,273.33
	6/26/23	3160	\$ 611.18
	7/5/23	3161	\$ 1,427.75
	7/10/23	3162-3163	\$ 6,923.23
			<hr/> \$ 29,076.77
Payroll	<u>May 2023</u>		
	Joanne B. Wharton	50464	\$ 184.70
	Judith M. Kinnecom	50465	\$ 184.70
	Louis Pingotti	50466	\$ 184.70
	Robert L. Curran Jr.	50467	\$ 184.70
	Thomas V. Ferry	50468	\$ 184.70
			<hr/> \$ 923.50
			<hr/> <b>\$ 30,000.27</b>

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER					RUN 7/12/23		PAGE 1		
*** CHECK DATES 05/10/2023 - 07/12/2023 ***		HERITAGE PARK CDD-GENERAL FUND									
		BANK A HERITAGE PARK CDD									
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #				
5/15/23	00021	5/08/23 50169 RESPOND TO STAFF QUESTION	202304 310-51300-31100	PROSSER, INC	*	118.36	118.36 003149				
5/22/23	00002	5/11/23 546 RMV DBRS/INSP.FNT/SET GFI	202304 320-53800-46400		*	510.03					
		5/11/23 546 JOHN DEERE GATOR&TRAILER	202304 320-53800-46400	GOVERNMENTAL MANAGEMENT SERVICES	*	100.00	610.03 003150				
5/22/23	00043	5/01/23 STAUG 51 LANDSCAPE MAINT MAY23	202305 320-53800-46200	YELLOWSTONE LANDSCAPE	*	3,153.33	3,153.33 003151				
6/05/23	00042	5/31/23 78682 AQUATIC WEED CTRL MAY23	202305 320-53800-46300	FUTURE HORIZONS, INC.	*	1,945.00	1,945.00 003152				
6/05/23	00002	6/01/23 547 MANAGEMENT FEES JUN23	202306 310-51300-34000		*	4,605.58					
		6/01/23 547 WEBSITE ADMIN JUN23	202306 310-51300-49200		*	100.00					
		6/01/23 547 INFORMATION TECH JUN23	202306 310-51300-35100		*	150.00					
		6/01/23 547 DISSEMINATION FEE JUN23	202306 310-51300-31300		*	83.33					
		6/01/23 547 OFFICE SUPPLIES	202306 310-51300-51000		*	12.50					
		6/01/23 547 POSTAGE	202306 310-51300-42000		*	88.87					
		6/01/23 547 COPIES	202306 310-51300-42500	GOVERNMENTAL MANAGEMENT SERVICES	*	114.90	5,155.18 003153				
6/05/23	00073	5/31/23 3225953 2023 LEGISLAT/VACANT LOT	202304 310-51300-31500	KUTAK ROCK LLP	*	326.50	326.50 003154				
6/12/23	00042	5/31/23 78872 AERATOR SVC-OUTLET/CNTRLR	202306 320-53800-46600	FUTURE HORIZONS, INC.	*	539.27	539.27 003155				
6/12/23	00002	6/01/23 548 CONTRACT ADMIN JUN23	202305 320-53800-12000	GOVERNMENTAL MANAGEMENT SERVICES	*	928.33	928.33 003156				
HERT HERITAGE PARK TVISCARRA											

HERT HERITAGE PARK TVISCARRA

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
6/13/23	00075	5/10/23 5605928	202305 310-51300-48000		*	65.28	
		NOT.OF MEETING 05/18/23		CA FLORIDA HOLDINGS LLC			65.28 003157
6/19/23	00021	6/12/23 50357	202305 310-51300-31100		*	235.00	
		RESPOND TO STAFF QUESTION		PROSSER, INC			235.00 003158
6/19/23	00043	6/01/23 STAUG 53	202306 320-53800-46200		*	3,153.33	
		LANDSCAPE MAINT JUN23					
		6/12/23 STAUG 54	202306 320-53800-46400		*	3,885.00	
		HEFFRON DR-NWPRK TREE TRM		YELLOWSTONE LANDSCAPE			7,038.33 003159
6/26/23	00002	6/20/23 549	202305 320-53800-46400		*	611.18	
		RESET GFCI/RMV DBRS/INSP.		GOVERNMENTAL MANAGEMENT SERVICES			611.18 003160
7/05/23	00073	6/29/23 3239636	202305 310-51300-31500		*	1,427.75	
		MTG/BDGT NOTICE/AGNDA/RES		KUTAK ROCK LLP			1,427.75 003161
7/10/23	00042	6/30/23 79171	202306 320-53800-46300		*	1,945.00	
		AQUATIC WEED CTRL JUN23		FUTURE HORIZONS, INC.			1,945.00 003162
7/10/23	00002	7/01/23 551	202307 310-51300-34000		*	4,605.58	
		MANAGEMENT FEES JUL23					
		7/01/23 551	202307 310-51300-49200		*	100.00	
		WEBSITE ADMIN JUL23					
		7/01/23 551	202307 310-51300-35100		*	150.00	
		INFORMATION TECH JUL23					
		7/01/23 551	202307 310-51300-31300		*	83.33	
		DISSEMINATION FEE JUL23					
		7/01/23 551	202307 310-51300-42500		*	37.80	
		COPIES					
		7/01/23 551	202307 310-51300-41000		*	1.52	
		TELEPHONE		GOVERNMENTAL MANAGEMENT SERVICES			4,978.23 003163
TOTAL FOR BANK A						29,076.77	
TOTAL FOR REGISTER						29,076.77	

HERT HERITAGE PARK TVISCARRA

# PROSSER

A PRIME<sup>®</sup> Company

May 8, 2023

Project No: 104022.01

Invoice No: 50169

Heritage Park CDD  
c/o Governmental Management Services-CF, LLC  
1408 Hamlin Ave., Unit E  
St. Cloud, FL 34771

Project 104022.01 Heritage Park/CDD-General Fund

Respond to staff questions via e-mail.

**Professional Services from April 1, 2023 to April 30, 2023**

## Professional Personnel

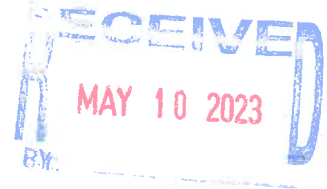
	Hours	Rate	Amount	
Principal	.50	235.00	117.50	
Totals	.50		117.50	
<b>Total Labor</b>				<b>117.50</b>

## Reimbursable Expenses

Printing - Reimbursable			.75	
<b>Total Reimbursables</b>	<b>1.15 times</b>		<b>.75</b>	<b>.86</b>

**Total this Invoice \$118.36**

#21  
210-517-711



Governmental Management Services, LLC  
1001 Bradford Way  
Kingsston, TN 37763

# Invoice

Invoice #: 546  
Invoice Date: 5/11/23  
Due Date: 5/11/23  
Case:  
P.O. Number:

**Bill To:**

Heritage Park CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Facility Maintenance April 1 - April 30, 2023		510.03	510.03
Maintenance Supplies		100.00	100.00
<p>±2 Approved 05/15/2023 Common Area Main. 001.320.53800.46400 Rich Gray</p> <p><i>Jimmy Lambert</i> 5-16-23</p>			

<b>Total</b>	<b>\$610.03</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$610.03</b>

HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF APRIL 2023

Date	Hours	Employee	Description
4/4/23	6	R.G.	Removed debris from lake banks, waters edge and outfall structures with gator
4/11/23	4	R.G.	Inspected all fountains, inspected new fountain installed on ponds, set ret GFI, removed debris from lake banks, waters edge and outfall structures
4/20/23	4	R.G.	Lake inspection and removed debris around lakes, checked all outfalls for clogs and debris, reset fountain GFI at amenity center entrance, adjusted shut off times on fountain 900 in townhome section
<b>TOTAL</b>	<u>14</u>		
<b>MILES</b>	<u>45</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 5/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
HP HERITAGE PARK	4/4/23	John Deere Gator and Trailer Rental	100.00	R.G.
		TOTAL	<u>\$100.00</u>	



**Bill To:**

Heritage Park CDD  
c/o Riverside Management Services  
850 Beacon Lake Parkway  
St. Augustine, FL 32095

**Property Name:** Heritage Park CDD

**INVOICE**

INVOICE #	INVOICE DATE
STAUG 519426	5/1/2023
TERMS	PO NUMBER
Net 30	

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** May 31, 2023

**Invoice Amount:** \$3,153.33

Description	Current Amount
Monthly Landscape Maintenance May 2023	\$3,153.33

#43

Approved 04/26/2023  
Landscape Maintenance  
001.320.53800.46200  
Rich Gray

**Invoice Total**

**\$3,153.33**



EXCELLENCE  
IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

**Future Horizons, Inc**

403 N First Street  
PO Box 1115  
Hastings, FL 32145  
USA

Voice: 904-692-1187  
Fax: 904-692-1193

**INVOICE**

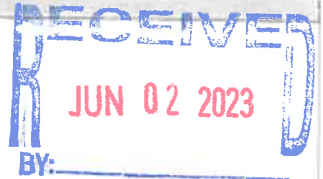
Invoice Number: 78682  
Invoice Date: May 31, 2023  
Page: 1

**Bill To:**

Heritage Park CDD  
c/o GMC, LLC  
1408 Hamlin Avenue, Unit E  
St. Cloud, FL 34771

**Ship to:**

Aquatic Weed  
Control Services



Customer ID	Customer PO	Payment Terms	
Heritage04		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Hand Deliver	5/11/23	6/30/23

Quantity	Item	Description	Unit Price	Amount
1.00	Aquatic Weed Control	Aquatic Weed Control services in Heritage Park for the month of <u>May</u> 2023  #112 Approved Lake Maintenance 001.320.53800.46300 Rich Gray	1,945.00	1,945.00
Subtotal				1,945.00
Sales Tax				
Freight				
Total Invoice Amount				1,945.00
Payment/Credit Applied				
<b>TOTAL</b>				<b>1,945.00</b>

Check/Credit Memo No:

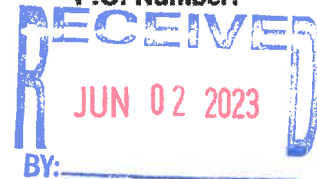
Overdue invoices are subject to finance charges.

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 547**Invoice Date:** 6/1/23**Due Date:** 6/1/23**Case:****P.O. Number:****Bill To:**

Heritage Park CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	#2	Hours/Qty	Rate	Amount
Management Fees - June 2023	210-313 351		4,605.58	4,605.58
Website Administration - June 2023	492		100.00	100.00
Information Technology - June 2023	351		150.00	150.00
Dissemination Agent Services - June 2023	313		83.33	83.33
Office Supplies	51		12.50	12.50
Postage	42		88.87	88.87
Copies	425		114.90	114.90
<b>Total</b>				<b>\$5,155.18</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$5,155.18</b>

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

May 31, 2023

#77  
210-517-715

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #

First National Bank of Omaha

Kutak Rock LLP

A/C #

Reference: Invoice No. 3225953

Client Matter No. 10423-1

Notification Email: eftgroup@kutakrock.com

Jim Oliver

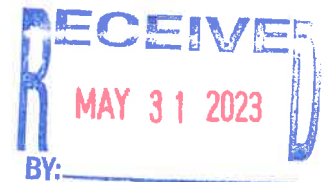
Heritage Park CDD

Governmental Management Services - North Florida

Suite 114

475 West Town Place

St. Augustine, FL 32092



Invoice No. 3225953

10423-1

Re: Heritage Park CDD - General Representation

For Professional Legal Services Rendered

04/01/23	L. Whelan	0.50	192.50	Monitor 2023 legislative session for legislation pertaining to or affecting District
04/03/23	W. Haber	0.30	105.00	Review correspondence regarding development of vacant lot; confer with Oliver regarding same
04/21/23	K. Jusevitch	0.20	29.00	Prepare budget approval resolution and correspond with district manager
TOTAL HOURS		1.00		

**KUTAK ROCK LLP**

Heritage Park CDD

May 31, 2023

Client Matter No. 10423-1

Invoice No. 3225953

Page 2

TOTAL FOR SERVICES RENDERED

\$326.50

TOTAL CURRENT AMOUNT DUE

\$326.50

403 N First Street  
PO Box 1115  
Hastings, FL 32145  
USA

Voice: 904-692-1187  
Fax: 904-692-1193

# INVOICE

Invoice Number: 78872  
Invoice Date: May 31, 2023  
Page: 1

**Bin To:**

Heritage Park CDD  
c/o GMC, LLC  
1408 Hamlin Avenue, Unit E  
St. Cloud, FL 34771

**Ship to:**

Heritage Park CDD  
c/o GMC, LLC  
1408 Hamlin Avenue, Unit E  
St. Cloud, FL 34771

RECEIVED  
JUN 08 2023  
BY:

Customer ID	Customer PO	Payment Terms	
Heritage04	Verbal	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
Johnson01	Hand Deliver	5/25/23	6/30/23

Quantity	Item	Description	Unit Price	Amount
1.00	125250	C-25 Control Box	351.00	351.00
1.00		New Outlet, outlet box, and weatherproof cover	30.77	30.77
1.00	Aerator Service	Aerator Service - Pond #700	157.50	157.50
		Replaced 120v Outlet, installed C-25 controller		
		#42 Approved Lake Contingency 001.320.53800.46600 Rich Gray		

#42  
Approved  
Lake Contingency  
001.320.53800.46600  
Rich Gray

Subtotal	539.27
Sales Tax	
Freight	
Total Invoice Amount	539.27
Payment/Credit Applied	
<b>TOTAL</b>	<b>539.27</b>

Check/Credit Memo No:

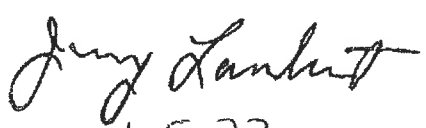
Overdue invoices are subject to finance charges.

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 548**Invoice Date:** 6/1/23**Due Date:** 6/1/23**Case:****P.O. Number:****Bill To:**

Heritage Park CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	#2	Hours/Qty	Rate	Amount
Contract Administration - June 2023	22059872		928.33	928.33
 6-5-23				


<b>Total</b>	<b>\$928.33</b>
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<b>Payments/Credits</b>	<b>\$0.00</b>
-------------------------	---------------

<b>Balance Due</b>	<b>\$928.33</b>
--------------------	-----------------

# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Heritage Park Comm Development		<b>ACCOUNT #</b> 764135	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0005605928	<b>BILLING PERIOD</b> May 1- May 31, 2023	<b>PAYMENT DUE DATE</b> June 20, 2023	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (Included in amt due)</b> \$0.00	<b>TOTAL AMOUNT DUE</b> \$65.28	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>  Heritage Park Comm Development 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 		<b>BILLING INQUIRIES/ADDRESS CHANGES</b> 1-877-736-7612 or smb@ccc.gannett.com	
		<b>FEDERAL ID</b> 47-2390983	
<p><b>Legal Entity:</b> Gannett Media Corp.</p> <p><b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p><b>All funds payable in US dollars.</b></p>			

00007641350000000000000056059280000652867170

To sign-up for E-mailed invoices and online payments please contact [abgspecial@gannett.com](mailto:abgspecial@gannett.com). Previous account number: MOR\_15656

Date	Description	Amount		
5/1/23	Balance Forward	\$0.00		
<b>Package Advertising:</b>				
Start-End Date	Order Number	Description	PO Number	Package Cost
5/10/23	8728874	NOTICE OF MEETING HERITAGE PARK		\$65.28

#75  
310-97-48



PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Heritage Park Comm Development		<b>PAYMENT DUE DATE</b> June 20, 2023		<b>AMOUNT PAID</b>  \$65.28		
<b>ACCOUNT NUMBER</b> 764135		<b>INVOICE NUMBER</b> 0005605928				
<b>CURRENT DUE</b> \$65.28	<b>30 DAYS PAST DUE</b> \$0.00	<b>60 DAYS PAST DUE</b> \$0.00	<b>90 DAYS PAST DUE</b> \$0.00	<b>120+ DAYS PAST DUE</b> \$0.00	<b>UNAPPLIED PAYMENTS</b> \$0.00	<b>TOTAL AMOUNT DUE</b> \$65.28
<b>REMITTANCE ADDRESS (Include Account# &amp; Invoice# on check)</b>  CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244			<b>TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:</b>  <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX  Card Number _____ Exp Date ____/____/____    CVV Code _____ Signature _____    Date _____			

00007641350000000000000056059280000652867170



# LOCALiQ

## FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

### **PROOF OF PUBLICATION**

Heritage Park Comm Development  
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

05/10/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 05/10/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$65.28

Order No: 8728874

Customer No: 764135

PO #:

# of Copies:

-1

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

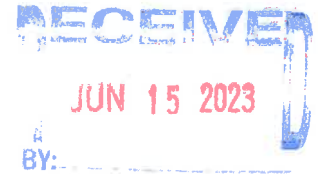
### **NOTICE OF MEETING HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors (the "Board") of the Heritage Park Community Development District is scheduled to be held on Thursday, May 18, 2023 at 1:00 p.m. at the Heritage Park Amenity Center, located at 225 Hefferon Drive, St. Augustine, Florida 32084. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, place and time certain, to be announced at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at these meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver  
District Manager

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin



Heritage Park CDD  
c/o Governmental Management Services-CF, LLC  
1408 Hamlin Ave., Unit E  
St. Cloud, FL 34771

June 12, 2023  
Project No: P0104022.01  
Invoice No: 50357

Project P0104022.01 Heritage Park/CDD-General Fund  
Respond to staff questions via e-mail.

**Professional Services from May 01, 2023 to May 31, 2023**

**Professional Personnel**

		Hours	Rate	Amount	
Principal		1.00	235.00	235.00	
	Totals	1.00		235.00	
	<b>Total Labor</b>				<b>235.00</b>
			<b>Total this Invoice</b>		<b>\$235.00</b>

#21  
210-513-311

**Bill To:**

Heritage Park CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Property Name:** Heritage Park CDD

**INVOICE**

INVOICE #	INVOICE DATE
STAUG 533307	6/1/2023
TERMS	PO NUMBER
Net 30	

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** July 1, 2023

**Invoice Amount:** \$3,153.33

Description	Current Amount
Monthly <del>Landscape Maintenance</del> June 2023	\$3,153.33



#40  
Approved  
Landscape Maintenance  
001.320.53800.46200  
Rich Gray

**Invoice Total** **\$3,153.33**

Excellence  
IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**YELLOWSTONE**  
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
STAUG 544635	6/12/2023
TERMS	PO NUMBER
Net 30	

**Bill To:**

Heritage Park CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Heritage Park CDD

**Invoice Due Date:** July 12, 2023

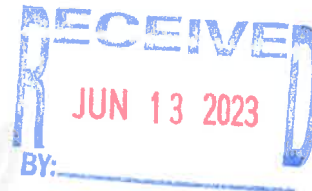
**Invoice Amount:** \$3,885.00

Description	Current Amount
-------------	----------------

Hefferon Drive to Newpark Court Wood Line Trimming Services

Tree Care Services

\$3,885.00



**Invoice Total**

**\$3,885.00**

*Excellence*  
IN COMMERCIAL LANDSCAPING

#43

Approved 06/13/2023  
Common Area Maintenance  
001.320.53800.46400  
Rich Gray

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

1001 Bradford Way  
Kingston, TN 37763

**Invoice #: 549**  
**Invoice Date: 6/20/23**  
**Due Date: 6/20/23**  
**Case:**  
**P.O. Number:**

**Heritage Park CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092**

RECEIVED  
JUN 23 2023  
BY: \_\_\_\_\_

[illegible]

**HERITAGE PARK COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MAY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/2/23	4	R.G.	Reset GFCI on fountains 1100 and 1200 at entrance, removed debris around pond, cleaned outflow on pond, checked all pond fountains for proper operation and checked banks for debris
5/9/23	2	R.G.	Inspected all lakes and outfalls for proper operations and reset GFCI on ponds 1100 and 1200
5/11/23	3	R.G.	Cleaned out trash on ponds 100, 400 and 700, reset timer on pond 700, cleaned outflow free of debris on pond 1200, reset GFCI on pond 1100, inspected streetlight on Heritage Park Drive to have a shield installed
5/17/23	2	R.G.	Reset GFCI on ponds 1100 and 1200, removed debris around ponds 100, 500 and 600, cleaned up outflow at grate entryway on pond 300
5/18/23	2	R.G.	Inspected all remaining ponds 1000, 1500, 1600, 1700 and 1800 for trash and debris in outflows and around pond
5/23/23	3	R.G.	Checked all ponds for debris, cleaned outflows on ponds 1200, 1600 and 1800, reset GFCI on ponds 1100, 1200 and 800
<b>TOTAL</b>	<u>16</u>		
<b>MILES</b>	<u>115</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 29, 2023

#73  
310-513315

Jim Oliver  
Heritage Park CDD  
Governmental Management Services - North Florida  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

**Check Remit To:**

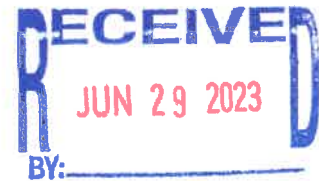
Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #  
First National Bank of Omaha  
Kutak Rock LLP  
A/C #

Reference: Invoice No. 3239636

Client Matter No. 10423-1

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

Invoice No. 3239636  
10423-1

**Re: Heritage Park CDD - General Representation****For Professional Legal Services Rendered**

05/05/23	W. Haber	0.20	70.00	Review draft agenda for May meeting
05/12/23	W. Haber	0.20	70.00	Review agenda for May meeting
05/17/23	W. Haber	0.30	105.00	Prepare for Board meeting
05/18/23	W. Haber	2.50	875.00	Prepare for and participate in Board meeting
05/31/23	W. Haber	0.40	140.00	Review and revise budget notices
05/31/23	K. Jusevitch	0.70	101.50	Prepare budget hearing notices and resolutions; confer with Haber and correspond with district manager
TOTAL HOURS		4.30		

**KUTAK ROCK LLP**

Heritage Park CDD

June 29, 2023

Client Matter No. 10423-1

Invoice No. 3239636

Page 2

TOTAL FOR SERVICES RENDERED

\$1,361.50

DISBURSEMENTS

Meals

5.15

Travel Expenses

61.10

TOTAL DISBURSEMENTS

66.25

TOTAL CURRENT AMOUNT DUE

\$1,427.75



**Future Horizons, Inc**

403 N First Street  
PO Box 1115  
Hastings, FL 32145  
USA

Voice: 904-692-1187  
Fax: 904-692-1193

**INVOICE**

Invoice Number: 79171  
Invoice Date: Jun 30, 2023  
Page: 1

**Bill To:**

Heritage Park CDD  
c/o GMC, LLC  
1408 Hamlin Avenue, Unit E  
SL Cloud, FL 34771

**Ship to:**

Aquatic Weed  
Control Services



Customer ID	Customer PO	Payment Terms	
Heritage04	Per Contract	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Hand Deliver		7/30/23

Quantity	Item	Description	Unit Price	Amount
1.00	Aquatic Weed Control	Aquatic Weed Control services in Heritage Park for the month of <u>June 2023</u>  #42 Approved Lake Maintenance 001.320.53800.46300 Rich Gray	1,945.00	1,945.00
Subtotal				1,945.00
Sales Tax				
Freight				
Total Invoice Amount				1,945.00
Payment/Credit Applied				
<b>TOTAL</b>				<b>1,945.00</b>

Check/Credit Memo No:

Overdue invoices are subject to finance charges.

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 551**Invoice Date:** 7/1/23**Due Date:** 7/1/23**Case:****P.O. Number:****Bill To:**

Heritage Park CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	#2	Hours/Qty	Rate	Amount
Management Fees - July 2023	310 513-34		4,605.58	4,605.58
Website Administration - July 2023	492		100.00	100.00
Information Technology - July 2023	351		150.00	150.00
Dissemination Agent Services - July 2023	313		83.33	83.33
Copies	425		37.80	37.80
Telephone	41		1.52	1.52
<b>Total</b>				<b>\$4,978.23</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$4,978.23</b>