

**HERITAGE GREENS
COMMUNITY DEVELOPMENT DISTRICT**



**AUGUST 19, 2019
BOARD OF SUPERVISORS MEETING
AGENDA PACKET**



HERITAGE GREENS COMMUNITY DEVELOPMENT DISTRICT

PREMIER DISTRICT MANAGEMENT, LLC
3820 Colonial Blvd. Suite 101 ▪ Fort Myers ▪ FL 33966
Telephone: (239) 690-7100 ▪ Email: info@cddmanagement.com

Board of Supervisors
Heritage Greens CDD

August 12st, 2019

Dear Supervisors,

The regular meeting of the Heritage Greens Community Development District Board of Supervisors will be held on Monday, August 19th, 2019 at 6 p.m. at the Heritage Greens Community Center on 2215 Heritage Greens Drive in Naples, FL. The Agenda is included in Section 3 and the points of interest are as follows:

- As per usual, enclosed are the regular Meeting Minutes and the Financials for July.
- This meeting will Include the Budget Adoption Public Hearing and Resolutions 2019-04 & 2019-05, for Approval of the budget and Authorizing Assessments is Included.
- Updates will be given on center Island landscape project, replacement of the front entrance monument signs, extension of the sidewalk.
- A bid to Power Wash the eastern wall is enclosed for board consideration.
- Continued discussion will be held on community access.
- Items 8A and 8B will be put on by the chair and any information will be provided at the meeting.
- Discussion on management services proposals will also be held, any new proposal will be presented by the chair.
- Any other information or handouts will be distributed at the meeting

Any supporting documents not enclosed will be distributed at the meeting. The **next meeting is scheduled for September 16, 2019**, if there are any questions or requests prior to the meeting, feel free to contact me.

Respectfully,

A handwritten signature in blue ink, appearing to read "Calvin Teague", with a long horizontal line extending to the right.

Calvin Teague
District Manager

Heritage Greens Community Development District Meeting Agenda

August 19, 2019 at 6:00 PM

1. Call to Order and Roll Call
 2. Pledge of Allegiance
 3. Approval of the Agenda
 4. Audience Comments on Agenda Items
 5. Budget Public Hearing
 - A. Resolution 2019-04
 - B. Resolution 2019-05
 6. Approval of Meeting Minutes
 - A. Regular Meeting Minutes from July 15, 2019
 7. Old Business
 - A. Center Island Upgrade
 - B. Front Monument Sign Replacement Update
 - C. Extension of sidewalk Project Update
 - D. Power Washing School side of Wall and Bee Removal Update
 - E. Community Access Discussion
 - i. Key Card Exchange for Hand Tags
 - ii. Key Card Buy Back
 8. New Business
 - A. Half Wall Exit Gate Side
 - B. Guardhouse converted to Office
 - C. Management Proposals
 - i. Resort Management
 - ii. Inframark
 - iii. Dorril Management Group
 9. District Manager's Report
 - A. Financial Statements
 - B. Website Update
 - C. Follow-Up
 10. Attorney's Report
 11. Engineer's Report
 12. Supervisor's Requests/Comments
 13. Audience comments
-

14. Adjournment

Next Meeting: September 16, 2019 at 6:00 PM



HERITAGE GREENS

Community Development District

Annual Operating Budget

Fiscal Year 2020

Approved Tentative Budget - May 20, 2019

RESOLUTION 2019-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
HERITAGE GREENS COMMUNITY DEVELOPMENT
DISTRICT, APPROVING THE BUDGET FOR FISCAL YEAR 2020
AND SETTING A PUBLIC HEARING THEREON PURSUANT TO
FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating budget for Fiscal Year 2020; a copy of which is attached hereto; and

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

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

1. The budget proposed by the District Manager for Fiscal Year 2020 is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. A public hearing on said approved budget is hereby declared and set for the following date, time and place:

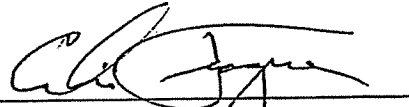
Date: August 19th, 2019

Time: 6 pm

Place: Heritage Greens Community Center
2215 Heritage Greens Drive
Naples, FL 34119

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

Adopted this 20th day of May 2019.


Secretary/Assistant Secretary


Chair/Vice Chair

Heritage Greens Community Development District
Statement of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Operating Budget

<i>General Fund</i>	<u>Actual</u> <u>FY 2017</u>	<u>Budget</u> <u>FY 2018</u>	<u>Actual</u> <u>FY 2018</u>	<u>Budget</u> <u>FY 2019</u>	<u>Actual YTD</u> <u>OCT-FEB</u>	<u>Projected</u> <u>MAR-SEP</u>	<u>Total</u> <u>Projected</u> <u>FY 2019</u>	<u>Proposed</u> <u>Budget</u> <u>FY 2020</u>
Revenues								
001.361001.0000 Interest Income	979	539	539	500	1,121	900	2,021	1,000
001.361006.0000 Interest - Tax Collector	14	10	10	-	85	-	85	-
001.362001.0000 Gate Stickers/Cards	935	3,672	3,672	1,000	1,670	583	2,253	1,000
001.363010.0000 Special Assmnts- Tax Collector	244,442	242,904	242,919	242,904	224,877	18,027	242,904	231,725
001.363090.0000 Special Assmnts- Discounts	(8,853)	(8,955)	(8,955)	(9,716)	(4,715)	-	(4,715)	(9,269)
001.369900.0000 Other Miscellaneous Revenues	46	15,717	14,421	-	2,364	-	2,364	500
001.389000.0000 HOA Contribution	12,238	-	-	-	-	-	-	-
Total Revenues	249,801	253,887	252,606	234,688	225,402	19,510	244,912	224,956
Expenses								
Administrative								
001.511001.0000 P/R-Board Of Supervisors	3,200	3,850	4,000	4,800	1,400	1,400	2,800	4,800
001.512004.0000 Payroll-Processing Fees	-	250	234	456	271	271	542	542
001.521001.0000 Employment Taxes	245	508	306	368	137	85	222	288
001.531013.0000 Profserv-Engineering	-	500	476	1,000	-	600	600	500
001.531023.0000 Profserv-Legal Services	4,283	6,500	11,452	4,000	1,268	2,700	3,968	4,000
001.531025.0000 Litigation Expenses	-	-	-	-	108	-	108	200
001.531027.0000 Profserv-Mgmt Consulting Serv	41,024	40,401	40,401	41,613	17,981	24,274	42,255	43,523
001.531035.0000 Profserv-Property Appraiser	3,644	3,644	3,644	3,644	219	2,126	2,345	2,344
001.531038.0000 Profserv-Special Assessment	6,525	5,628	5,628	5,628	1,932	3,696	5,628	5,797
001.531047.0000 Profserv-Web Site Development	941	650	650	650	223	3,300	3,523	1,200
001.532002.0000 Auditing Services	2,900	3,000	3,000	3,000	-	3,000	3,000	3,000
001.541006.0000 Postage And Freight	505	300	48	1,500	-	300	300	300
001.545002.0000 Insurance - General Liability	7,823	8,152	7,936	8,500	2,860	4,187	7,047	7,700
001.547001.0000 Printing And Binding	-	500	-	1,000	-	850	850	-
001.548002.0000 Legal Advertising	1,272	2,200	2,879	1,500	221	875	1,096	1,000
001.549009.0000 Misc-Bank Charge	789	950	908	-	60	-	60	-
001.549070.0000 Misc-Assessmnt Collection Cost	4,711	4,855	4,704	4,855	4,403	400	4,803	4,855
001.551002.1001 Office Supplies	-	175	-	100	-	-	-	-
001.554007.0000 Annual District Filing Fee	175	175	175	175	175	-	175	175
Total Administrative	78,037	82,238	86,441	82,789	31,258	48,064	79,322	80,224

Heritage Greens Community Development District
Statement of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Operating Budget

<i>General Fund</i>	<u>Actual</u> <u>FY 2017</u>	<u>Budget</u> <u>FY 2018</u>	<u>Actual</u> <u>FY 2018</u>	<u>Budget</u> <u>FY 2019</u>	<u>Actual YTD</u> <u>OCT-FEB</u>	<u>Projected</u> <u>MAR-SEP</u>	<u>Total</u> <u>Projected</u> <u>FY 2019</u>	<u>Proposed</u> <u>Budget</u> <u>FY 2020</u>
Public Safety								
001.534001.0000 Contracts-Mgmt Services	400	-	-	-	-	-	-	-
001.534002.0000 Contracts-Gate Maintenance Service	-	1,550	1,540	1,550	-	1,550	1,550	650
001.534020.0000 Contracts-Cleaning Services	2,944	3,016	2,479	3,016	986	1,759	2,745	2,800
001.534023.0000 Contracts-HVAC	-	350	314	350	-	204	204	350
001.534033.0000 Contracts-Other Services	1,540	-	-	-	-	-	-	-
001.534037.0000 Contracts-Security Services	52,635	50,000	44,334	55,000	13,191	32,083	45,274	30,146
001.534140.0000 Contracts-Gates	-	500	500	1,200	412	700	1,112	3,952
001.541003.0000 Communication - Telephone	2,048	1,750	1,562	1,500	695	875	1,570	2,100
001.543010.0000 Electricity - Entrance	2,011	2,200	1,678	2,000	532	600	1,132	2,000
001.546034.0000 R&M-Gate	1,148	2,500	3,238	3,500	3,209	1,000	4,209	4,000
001.546035.0000 R&M-Gatehouse	-	4,000	3,694	2,000	240	1,167	1,407	2,000
001.549069.0000 Misc-Hurricane	-	6,000	5,755	-	-	-	-	5,000
001.552035.0000 Op Supplies - Gate Stickers	1,066	2,100	1,753	600	1,065	350	1,415	900
001.552104.0000 Op Supplies - Gatehouse	-	100	-	600	40	350	390	500
001.564024.0000 Capital Outlay - Equipment	58,223	100	1	-	-	22,634	22,634	5,000
Total Public Safety	122,015	74,166	66,848	71,316	20,370	63,272	83,642	59,398
Landscape & Irrigation								
001.534050.0000 Contracts-Landscape	15,727	18,200	18,183	19,800	3,300	16,000	19,300	-
001.534076.0000 Contracts-Preserve Management	1,760	1,760	1,760	1,760	880	880	1,760	1,760
001.543033.0000 Utility - Water & Sewer	705	1,200	1,006	700	345	408	753	760
001.543033.1001 Electricity - Irrigation	1,895	2,200	1,815	2,200	783	1,283	2,066	-
001.546007.0000 R&M-Canals	1,200	2,400	2,350	4,700	-	4,700	4,700	-
001.546032.0000 R&M-Fountain	1,575	2,516	1,715	2,516	350	-	350	500
001.546036.0000 R&M-Renewal and Replacement	360	1,707	200	3,000	-	3,000	3,000	-
001.546037.0000 R&M-Grounds	6,130	8,000	7,992	3,000	-	3,000	3,000	1,500
001.546041.0000 R&M-Irrigation	1,268	2,000	1,518	1,500	400	1,123	1,523	-
001.546123.0000 R&M-Preserves	-	100	-	100	146	58	204	300
001.549915.0000 Misc-Special Projects	2,100	11,000	10,035	3,344	9,515	500	10,015	10,000
Total Landscape & Irrigation	32,720	51,083	46,574	42,620	15,719	30,952	46,671	14,820

Heritage Greens Community Development District
Statement of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Operating Budget

<i>General Fund</i>	<u>Actual</u> <u>FY 2017</u>	<u>Budget</u> <u>FY 2018</u>	<u>Actual</u> <u>FY 2018</u>	<u>Budget</u> <u>FY 2019</u>	<u>Actual YTD</u> <u>OCT-FEB</u>	<u>Projected</u> <u>MAR-SEP</u>	<u>Total</u> <u>Projected</u> <u>FY 2019</u>	<u>Proposed</u> <u>Budget</u> <u>FY 2020</u>
<u>Roads & Sidewalks</u>								
001.543013.0000 Electricity - Streetlighting	11,155	10,500	9,317	10,500	4,475	6,125	10,600	10,000
001.546019.0000 R&M-Drainage	-	24,500	23,525	1,550	570	900	1,470	1,500
001.546084.1001 R&M-Sidewalks	8,565	8,485	7,960	3,500	6,900	250	7,150	8,000
001.546139.0000 R&M-Roads & Alleyways	275	2,000	1,375	2,000	3,925	1,100	5,025	5,092
001.549027.0000 Traffic Signage Rehabilitation	-	400	-	1,400	2,016	300	2,316	1,400
Total Roads & Sidewalks	19,995	45,885	42,177	18,950	17,886	8,675	26,561	25,992
<u>Capital Expenditures & Projects</u>								
001.564043.0000 Capital Outlay	-	-	-	3,000	-	-	-	18,575
001.568091.0000 Reserve - Roadways	2,395	-	-	16,013	-	-	-	25,947
Total Capital Expenditures & Projects	2,395	-	-	19,013	-	-	-	44,522
<u>Other Sources/Uses</u>								
Total Expenses	255,162	253,372	242,040	234,688	85,233	150,963	236,196	224,956
Excess Revenue Over (Under) Expenditures	(5,361)	515	10,566	-	140,169	(131,453)	8,716	-
Beginning Fund Balance	249,134		243,774	262,926			\$ 262,926	\$ 260,060
Ending Fund Balance	243,774		262,926	262,926	\$ 391,513	(131,453)	\$ 260,060	\$ 304,582

Heritage Greens Community Development District

Exhibit "A"

Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	260,060
Net Change in Fund Balance - Fiscal Year 2020	-
Reserves - Fiscal Year 2020 Additions	25,947
Total Funds Available (Estimated) - 09/30/2020	286,007

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

		-
Subtotal		-

Assigned Fund Balance

Operating Reserves - First Quarter Operating Capital	50,000	(1)
Reserves - Drainage	6,000	
Reserves - Fountains	5,500	
Reserves - Irrigation System	7,500	
Reserves - Roads and Sidewalks	134,824	
Subtotal	203,824	

Total Allocation of Available Funds	203,824
Total Unassigned (undesignated) Cash	82,183

Notes

(1) Represents approximately 3 months of operating expenditures.

Heritage Greens Community Development District

COMPARISON OF ASSESSMENT RATES

Fiscal Year 2019 to 2020

Number of Units	FY 2019 per Unit	FY 2020 per Unit	Increase (Decrease)	Percent Increase (Decrease)	Total Assessments
527	460.92	439.71	(21.21)	-4.6%	231,727.17

RESOLUTION 2019-04

A RESOLUTION OF THE HERITAGE GREENS COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS OF THE DISTRICT AND ADOPTING THE BUDGET FOR THE FISCAL YEAR 2020, AND REFERENCING THE MAINTENANCE AND BENEFIT SPECIAL ASSESSMENTS TO BE LEVIED BY THE DISTRICT FOR SAID FISCAL YEAR

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2019, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year 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 annual budget and any proposed long-term financial plan or program of the District for future operations (the "Proposed Budget") the District did file a copy of the Proposed Budget with the general purpose local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 0(2)(b) Florida Statutes; and

WHEREAS, on May 20, 2019, the Board set August 19, 2019, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.08(2)(a) Florida Statutes; and

WHEREAS, Section 190.008(2)(a), Florida Statutes requires that, prior to October 1st of each year, the District 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 on a Cash Flow basis, 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; and

WHEREAS, Section 190.021, Florida Statutes provides that the Annual Appropriation Resolution shall also fix the Maintenance Special Assessments and Benefit Special Assessments upon each piece of property within the boundaries of the District benefited, specifically and peculiarly, by the maintenance and/or capital improvement programs of the District, such levy representing the amount of District assessments necessary to provide for payment during the ensuing budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds, in order for the District to exercise its various general and special powers to implement its single and specialized infrastructure provision purpose; and

WHEREAS, the Board of Supervisors of the Heritage Greens Community Development District finds and determines that the non-ad valorem special assessments it imposes and levies by this Resolution for maintenance on the parcels of property involved will constitute a mechanism by which the property owners lawfully and validly will reimburse the District for those certain special and peculiar benefits the District has determined are received by, and flow to, the parcels of property from the systems, facilities and services being provided, and that the special and peculiar benefits are apportioned in a manner that is fair and reasonable in accordance with applicable assessment methodology and related case law; and

WHEREAS, the Chair of the Board of Supervisors may designate the District Manager or other person to certify the non-ad valorem assessment roll to the Tax Collector in and for Collier County political subdivision on compatible electronic medium tied to the property identification number no later than 15 September 2019 so that the Tax Collector may merge that roll with others into the collection roll from which the November tax notice is to be printed and mailed; and

WHEREAS, the proceeds from the collections of these imposed and levied non-ad valorem assessments shall be paid to the Heritage Greens Community Development District; and

WHEREAS, the Tax Collector, under the direct supervision of the Florida Department of Revenue performs the state work in preparing, mailing out, collecting and enforcing against delinquency the non-ad valorem assessments of the District using the Uniform Collection Methodology for non-ad valorem assessments; and

WHEREAS, if the Property Appraiser and the Tax Collector have adopted a different technological procedure for certifying and merging the rolls, then that procedure must be worked out and negotiated with Board approval through the auspices of the District Manager before there are any deviations from the provisions of Section 197.3632, Fla. Stat., and Rule 12D-18, Florida Administrative Code.

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

Section 1. The provisions of the whereas clauses are true and correct and are incorporated herein as dispositive.

Section 2. Budget

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Treasurer and the office of the Recording Secretary, and is hereby attached to this resolution, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. That the District Manager's Proposed Budget, as amended by the Board, is adopted hereby in accordance with the provisions of Section 190.008(2)(a), Florida Statutes and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be revised subsequently as deemed necessary by the District Manager to reflect actual revenues and expenditures for the Fiscal Year 2020 and/or revised projections for Fiscal Year 2019.

- c. That the adopted budget, as amended, shall be maintained in the office of the District Treasurer and the District Recording Secretary in addition to being posted on the District’s website and identified as "The Budget for the Heritage Greens Community Development District for the Fiscal Year Ending September 30, 2020, as Adopted by the Board of Supervisors on August 16, 2019.

Section 3. Appropriations

That there be, and hereby is appropriated out of the revenues of the Heritage Greens Community Development District, for the Fiscal Year beginning October 1, 2019, and ending September 30, 2020 the sum of two hundred and thirty-one thousand dollars and seven hundred and twenty-seven dollars (\$231,727) to be raised by the applicable imposition and levy by the Board of applicable non-ad valorem special assessments and otherwise, which sum is deemed by the Board of Supervisors 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	\$231,727
TOTAL ALL FUNDS	\$231,727

Section 4. Supplemental Appropriations

The Board may authorize by resolution supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget account to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpended balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the applicable department director and the District Manager or Treasurer. The District Manager or Treasurer must establish administrative procedures, which require information on the request forms proving that such transfer requests comply with this section.

Section 5. Maintenance Special Assessment Levy: Fixed and Referenced and to be Levied by the Board

- a. That the Fiscal Year 2019 Maintenance Special Assessment Levy (the "assessment levy") for the assessment upon all the property within the boundaries of the District based upon the special and peculiar benefit received and further based upon reasonable and fair apportionment of the special benefit, shall be in accordance with the attached schedule, which levy represents the amount of three hundred dollars in District assessments necessary to provide for payment during the aforementioned budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds. Said assessment levy shall be distributed as follows:

General Fund O & M

[See Assessment Levy Resolution 2019-05]

- b. The designee of the Chair of the Board of Supervisors of the Heritage Greens Community Development District shall be the Manager or the Treasurer of the District designated to certify the non-ad valorem assessment roll to the Tax Collector in and for the Collier County political subdivision, in accordance with applicable provisions of State law (Chapters 170, 190 and 197, Fla. Stat.) and applicable rules (Rule 12D-18, Florida Administrative Code) which shall include not only the maintenance special assessment levy but also the total for the debt service levy, as required by and pursuant to law.

Introduced, considered favorably, and adopted this 19th day of August 2019.

Heritage Greens

Community Development District

Chairman

Attest:

Secretary

RESOLUTION 2019-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF HERITAGE GREENS COMMUNITY
DEVELOPMENT DISTRICT LEVYING AND IMPOSING
NON-AD VALOREM SPECIAL ASSESSMENTS FOR
THE HERITAGE GREENS COMMUNITY
DEVELOPMENT DISTRICT AND CERTIFYING AN
ASSESSMENT ROLL FOR FISCAL YEAR 2019-2020**

Preamble

WHEREAS, Heritage Greens Community Development District (the "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 Collier County, Florida (the "County"); and

WHEREAS, the District has constructed or acquired certain public improvements within the District and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District ("Board") hereby determines to undertake various operations and maintenance activities described in the District's general fund budget for Fiscal Year 2019/2020 attached hereto as Exhibit "A" and incorporated by reference herein ("Operations and Maintenance Budget"); 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 Operations and Maintenance Budget for Fiscal Year 2019/2020; 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 benefited lands within the District; 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

WHEREAS, the District has previously levied an assessment for operation and maintenance service, which the District desires to collect on the tax roll pursuant to the Uniform Method and which is also indicated on Exhibit "A"; and

WHEREAS, the District has previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an Agreement with the Property Appraiser and Tax Collector of the County to provide for the collection of the special assessments under the Uniform Method; and

WHEREAS, the Board finds that the District's total Operations and Maintenance operation assessments, taking into consideration other revenue sources during Fiscal Year 2019/2020 (defined as October 1, 2019 through September 30, 2020), will amount to \$231,727; and

WHEREAS, the Board finds that the non-ad valorem special assessments it levies and imposes by this resolution for operation and maintenance on the parcels of property involved will reimburse the District for certain special and peculiar benefits received by the property flowing from the maintenance of the improvements, facilities and services apportioned in a manner that is fair and reasonable, in accordance with the applicable assessment methodology as adopted by the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the District (the "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 HERITAGE GREENS
COMMUNITY DEVELOPMENT DISTRICT;**

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein by reference.

Section 2. Benefit. The provision of the services, facilities, and operations as described in Exhibit "A" confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the Assessments (as defined below). The allocation of the costs to the specially benefitted lands is shown in Exhibits "A" and "B".

Section 3. Assessment Imposition. A special assessment for operations and maintenance as provided for in Chapter 190, Florida Statutes is hereby imposed and levied on the benefitted lands within the District in accordance with Exhibits "A" and "B" (the "Assessments"). The lien of the Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 4. Collection. The collection of the Assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. Further, the collection of the Assessments will be together with the collection of all other debt service non-ad valorem assessments, if any, which have been levied and certified by the District.

Section 5. Assessment Roll. The District's 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 Heritage Greens Community Development District. The Chairman of the Board designates the District Manager to perform the certification duties. A copy of this Resolution be transmitted to the proper public officials so that its purpose and effect may be carried out in accordance with law.

Section 6. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property tax roll by the Property Appraiser after the date of this

Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property tax roll. After any amendment of the Assessment Roll, the District Manager shall file the updates to the property tax roll in the District records.

Section 7. Conflict. All Resolutions, sections or parts of sections of any Resolutions or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

Section 8. 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 9. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of the District.

PASSED AND ADOPTED this 19th day of August 2019.

**HERITAGE GREENS COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

District Manager

Chairman

Exhibit A: Budget
Exhibit B: Assessment Roll

**DRAFT
MINUTES OF MEETING**

The following is a summary of the actions taken at the Heritage Greens Community Development District (CDD) Board of Supervisors meeting.

**HERITAGE GREENS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Greens CDD was held July 15, 2019 at 6:00 p.m. at the Heritage Greens Community Center at 2215 Heritage Greens Drive in Naples, Florida.

Present and constituting a quorum:

Dorothy Thompson	Chair
John Shelton	Vice Chair
Barbara Pitts	Assistant Secretary
Leigh Connor	Assistant Secretary
Dale Meszaros	Assistant Secretary

Also present were:

Calvin Teague	District Manager
Residents	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and the District Manager called roll. All were present for today's meeting.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

After reciting the Pledge of Allegiance, the next Order of Business followed.

THIRD ORDER OF BUSINESS

Approval of the Agenda

The Agenda was approved with additions as follows:

- 7. B. Review of Management Contracts
- 6. F. Landscaping Around School Gate
- 6. G. Bushes on Wall

On MOTION by Supervisor Pitts, seconded by Supervisor Meszaros, with all in favor, the Agenda was approved as amended.

48 **FOURTH ORDER OF BUSINESS** **Audience Comments on Agenda**
 49 **Items**

50
 51 There being none, the next Order of Business followed.

52
 53 **FIFTH ORDER OF BUSINESS** **Approval of Meeting Minutes**

54
 55 **A. Regular Meeting Minutes from May 20, 2019**

56
 57 The Meeting Minutes were presented with changes as follows:

- 58
 59
 - On page 2 of the Minutes change "The District Manager" to "Supervisor Meszaros".
 - On page 5 of the Minutes change "one" to "any".

63 On MOTION by Vice Chair Shelton, seconded by
 64 Supervisor Connor, with all in favor, the Regular
 65 Meeting Minutes from May 20, 2019 were approved as
 66 amended.

67
 68 **B. Special Meeting Minutes from June 03, 2019**

69
 70 The Meeting Minutes were presented with changes as follows:

- 71
 72
 - On page 2 of the Minutes, line 78, change "discussed" to "commented".
 - On page 2, line 77, change "someone" to "a resident".

75 On MOTION by Vice Chair Shelton, seconded by
 76 Supervisor Connor, with all in favor, the Regular
 77 Meeting Minutes from June 03, 2019 were approved as
 78 amended.

79
 80 **SIXTH ORDER OF BUSINESS** **Old Business**

81
 82 **A. Center Island Landscaping Update**

83
 84 The start date goal for the project is this week.

85
 86 **B. Virtual Guard Project Update**

87
 88 The new system is running smoothly and functioning as expected.

89
 90 **i. Card Reader Buy Back**

91
 92 The Board discussed getting AWID wands in place of the card readers. These
 93 wands would be read like the gate stickers. The Board is waiting to hear back
 94 from NewIQ to see if AWID's or something similar would work for the community.
 95

96 When the Board orders new stickers, they pay \$10.75 per sticker and as such
 97 they have been losing money because they charge residents \$10 per sticker.
 98 Therefore, the Board decided to increase the price of stickers from \$10 to \$15
 99 per sticker.

100
 101 On MOTION by Chair Thompson, seconded by
 102 Supervisor Connor, with all in favor, the price to
 103 purchase a gate sticker was increased to \$15 per
 104 sticker.

105
 106 **C. Front Monument Sign Replacement Update**

107
 108 It was reported that the approved permit was picked up last Friday. However, electrical is
 109 needed for each sign and each sign requires their own breaker. Therefore, an electrician
 110 needs to do this work. An estimate for the electrical work has been received and the
 111 Board is waiting for one or two more estimates before awarding the project to a
 112 company. Once the electrical work has been completed the project can move forward.
 113

114 **D. Extension of Sidewalk**

115
 116 Two estimates were received for this project. Sapphire Maintenance sent over an
 117 estimate for \$6,700 and the other estimate is from Premier Structural Systems for
 118 \$9,012. Before proceeding with this project, the Board wanted to ask the HOA if the
 119 Capital Contribution Fund could cover this project.
 120

121 **E. Power Washing School Side of Wall and Bee Removal Update**

122
 123 It was reported that the area has been treated for bees twice, the Palms have been cut
 124 back and everything between the fence has been cleaned up and removed. There are
 125 pepper bushes hanging over the wall and the Board received an estimate of \$500 to cut
 126 them back. On the North side of the gate there are about 7 more Sable Palms that need
 127 to be trimmed and the Board received an estimate for \$23 per tree. Once all of this work
 128 is complete, then the wall can be power washed.
 129

130 On MOTION by Chair Thompson, seconded by
 131 Supervisor Meszaros, with all in favor, the Board
 132 approved a not to exceed amount of \$700 to cut down
 133 and trim the Pepper Trees as well as trim the seven
 134 Sable Palms.

135
 136 **F. Landscaping Around School Gate**

137
 138 Discussed under 6. E. Power Washing School Side of Wall and Bee Removal Update.
 139

140 **G. Bushes on Wall**

141
 142 The Board discussed getting the bushes planted in front of the new fencing, at the same
 143 time as the new center island is being completed.
 144

145 **SEVENTH ORDER OF BUSINESS** **New Business**

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A. Discuss Moving Future Meeting Date/Times

The Chair announced that she accepted a new job and as such will not be available from Monday afternoon through Friday afternoon every week. Therefore, the Board decided to move the Board of Supervisors meetings to 10 a.m. Monday mornings.

On MOTION by Chair Thompson, seconded by Supervisor Pitts, with all in favor, the Board approved changing their regularly scheduled meeting time from 6 p.m. to 10 a.m. beginning in August.

B. Review of Management Contracts

The District Manager announced that his company is not submitting a proposal for management services and as such they are resigning as the management company of Heritage Greens CDD.

One proposal for management services was received from Inframark. The Board decided to request proposals for management services from more companies for consideration at the August meeting.

EIGHTH ORDER OF BUSINESS **Manager’s Report**

A. Financial Statements

i. Period Ending May 31, 2019

The financial statements were presented, discussed briefly and accepted.

ii. Period Ending June 30, 2019

The financial statements were presented, discussed briefly and accepted.

On MOTION by Chair Thompson, seconded by Supervisor Pitts, with all in favor, the Financial Statements for period ending May 31, 2019 and June 30, 2019 were accepted.

B. Audit

The District Manager presented and discussed the audit briefly. He stated that it was a good clean audit.

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On MOTION by Chair Thompson, seconded by Supervisor Meszaros, with all in favor, the annual audit was accepted, and Chair Thompson is authorized to sign the annual financial report.

C. Website ADA Update

The website will be done in August because it needs to be reviewed by staff. It will be a fully compliant ADA website. The District Manager discussed that most likely they might have to hand over the old GoDaddy website to the new management company instead of the new website, as he is not sure that the new management company will be able to utilize it given the way it was designed.

The Board requested CDD emails for the Supervisors that don't currently have them before they switch over to the new management company.

D. Follow-up

The District Manager handed out a copy of an insured property value statement. He stated that the insurance company would not quote a \$5,000 deductible. However, the deductible will remain at \$2,500 and all the property values would be adjusted to a total of \$300,000.

NINTH ORDER OF BUSINESS

Attorney's Report

There being none, the next Order of Business followed.

TENTH ORDER OF BUSINESS

Engineer's Report

There being none, the next Order of Business followed.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests and/or Comment

Chair Thompson asked whether the cleaning service for the guardhouse was switched to once a month or cancelled. After discussion, the Board decided to cancel the cleaning services for the guardhouse.

Chair Thompson also asked where the Summit bill is as they now have Summit as well as Comcast. She is concerned with receiving a late fee as they have not yet received the bill.

TWELVTH ORDER OF BUSINESS

Audience Comments (Limited to 3 per speaker)

There being none, the next Order of Business followed.

July 15, 2019

Heritage Greens CDD

241 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

242

243 There being no further Orders of Business and,

244

245 On MOTION by Supervisor Pitts, seconded by
246 Supervisor Connor, with all in favor, the
247 meeting was adjourned at 7:36 p.m.

248

249

250 **Next Meeting: August 19, 2019 at 6:00 p.m.**

251

252

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254 _____
Secretary/Assistant Secretary

Chair/Vice Chair

**HERITAGE GREENS
COMMUNITY DEVELOPMENT DISTRICT**

Financial Report

July 31, 2019
unaudited

Prepared by:
Premier District Management

Balance Sheet
Heritage Greens Community Development District
July 31, 2019

GENERAL
FUND

ASSETS

Cash - Iberia Operating	18,393.73
Investments - Iberia - MMA	268,218.68
Prepaid Items	1,081.30
	287,693.71
TOTAL ASSETS	287,693.71

LIABILITIES AND FUND BALANCES

LIABILITIES

Accounts Payable	1,754.99
	1,754.99
TOTAL LIABILITIES	1,754.99

FUND BALANCES

Nonspendable	
Prepaid Items	1,081.30
Assigned	
Reserves - Drainage	6,000.00
Reserves - Fountains	5,500.00
Reserves - Irrigation System	7,500.00
Reserves - Roads and Sidewalks	53,028.00
Reserves - Signage	1,000.00
Reserves - Wall Painting	6,000.00
Reserves - Wall Replacement	12,786.00
Operating Reserves	58,697.00
Unassigned	
Unassigned	134,346.42
	285,938.72
TOTAL FUND BALANCES	285,938.72
TOTAL LIABILITIES AND FUND BALANCES	287,693.71

**Statement of Revenues, Expenditures and Changes in Fund Balances
Heritage Greens Community Development District
For the Period Ending July 31, 2019**

General Fund

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL BUDGET</u>	<u>YTD BUDGET</u>	<u>YTD ACTUAL</u>	<u>Variance</u>	<u>% ANNUAL BUDGET</u>	<u>JUL. 31, 2019 Actual</u>
Revenues						
Interest Income	500	417	2,839	2,423	(568)	304
Interest - Tax Collector	0	0	114	114	0	9
Gate Stickers/Cards	1,000	833	2,560	1,727	(256)	350
Special Assmnts- Tax Collector	242,904	202,420	238,719	36,299	(98)	0
Special Assmnts- Discounts / Penalties	(9,716)	(8,097)	(4,706)	3,391	(48)	0
Other Miscellaneous Revenues	0	0	3,342	3,342	0	0
Total Revenues	234,688	195,573	242,868	47,296	(103)	663
Expenses						
Administrative						
Salaries - Supervisors	4,800	4,000	3,210	790	67	400
Payroll-Processing Fees	456	380	710	(330)	156	88
Supervisor Expenses	0	0	10	(10)	0	0
Employment Taxes	368	307	264	43	72	33
Profserv-Engineering	1,000	833	0	833	0	0
Profserv-Legal Services	4,000	3,333	4,971	(1,638)	124	3,228
Litigation Expenses	0	0	108	(108)	0	0
Profserv-Mgmt Consulting Serv	41,613	34,678	35,319	(642)	85	3,468
Profserv-Property Appraiser	3,644	3,037	219	2,818	6	0
Profserv-Special Assessment	5,628	4,690	4,348	342	77	483
Profserv-Web Site Development	650	542	502	40	77	56
Auditing Services	3,000	2,500	3,000	(500)	100	500
Postage And Freight	1,500	1,250	21	1,229	1	0
Insurance - General Liability	8,500	7,083	6,031	1,053	71	847
Printing And Binding	1,000	833	0	833	0	0
Legal Advertising	1,500	1,250	378	872	25	0
Misc-Bank Charge	0	0	60	(60)	0	0
Misc-Assessmnt Collection Cost	4,855	4,046	4,682	(636)	96	0
Office Supplies	100	83	0	83	0	0
Annual District Filing Fee	175	146	175	(29)	100	0
Total Administrative	82,789	68,991	64,008	4,983	77	9,103
Public Safety						
Contracts-Gate Maintenance Service	1,550	1,292	0	1,292	0	0
Contracts-Cleaning Services	3,016	2,513	2,030	483	67	0
Contracts-HVAC	350	292	0	292	0	0
Contracts-Security Services	55,000	45,833	33,754	12,079	61	0
Contracts-Gates	1,200	1,000	927	77	77	103
Communication - Telephone	1,500	1,250	1,556	(306)	104	221
Electricity - Entrance	2,000	1,667	944	723	47	0
R&M-Gate	3,500	2,917	6,090	(3,173)	174	0

Statement of Revenues, Expenditures and Changes in Fund Balances
Heritage Greens Community Development District
For the Period Ending July 31, 2019

General Fund

ACCOUNT DESCRIPTION	ANNUAL		YTD		YTD ACTUAL	Variance	% ANNUAL		JUL. 31, 2019 Actual
	BUDGET	BUDGET	BUDGET	BUDGET			BUDGET	BUDGET	
R&M-Gatehouse	2,000	1,667	770	897	770	897	38	0	0
Op Supplies - Gate Stickers	600	500	2,418	(1,918)	2,418	(1,918)	403	278	278
Op Supplies - Gatehouse	600	500	40	460	40	460	7	0	0
Public Safety	71,316	59,431	48,529	10,902	48,529	10,902	68	602	602
Landscape									
Contracts-Landscape	19,800	16,500	9,700	6,800	9,700	6,800	49	0	0
Contracts-Preserve Management	1,760	1,467	880	587	880	587	50	0	0
Utility - Water & Sewer	700	583	660	(76)	660	(76)	94	57	57
Electricity - Irrigation	2,200	1,833	1,651	182	1,651	182	75	0	0
R&M-Canals	4,700	3,917	3,005	912	3,005	912	64	0	0
R&M-Fountain	2,516	2,097	750	1,347	750	1,347	30	200	200
R&M-Renewal and Replacement	3,000	2,500	3,000	(500)	3,000	(500)	100	0	0
R&M-Grounds	3,000	2,500	4,728	(2,228)	4,728	(2,228)	158	729	729
R&M-Irrigation	1,500	1,250	1,523	(273)	1,523	(273)	102	0	0
R&M-Preserves	100	83	146	(62)	146	(62)	146	0	0
Misc-Special Projects	3,344	2,787	9,515	(6,728)	9,515	(6,728)	285	0	0
Landscape	42,620	35,517	35,558	(39)	35,558	(39)	83	986	986
Road and Street Facilities									
Electricity - Streetlighting	10,500	8,750	8,977	(227)	8,977	(227)	85	0	0
R&M-Drainage	1,550	1,292	1,425	(133)	1,425	(133)	92	0	0
R&M-Sidewalks	3,500	2,917	0	2,917	0	2,917	0	0	0
R&M-Roads & Alleyways	2,000	1,667	3,925	(2,258)	3,925	(2,258)	196	0	0
Traffic Signage Rehabilitation	1,400	1,167	2,016	(849)	2,016	(849)	144	0	0
Total Road and Street Facilities	18,950	15,793	16,343	(550)	16,343	(550)	86	0	0
Capital Expenditures & Projects									
Capital Outlay	3,000	2,500	32,539	(30,039)	32,539	(30,039)	1,085	0	0
Reserve - Roadways	16,013	13,344	0	13,344	0	13,344	0	0	0
Total Capital Expenditures & Projects	19,013	15,844	32,539	(16,695)	32,539	(16,695)	171	0	0
Total Expenses	234,688	195,576	196,977	(1,399)	196,977	(1,399)	84	10,691	10,691
Excess Revenue Over (Under) Expenditures	0	(3)	45,891	48,695	45,891	48,695	0	(10,028)	(10,028)

Statement of Revenues, Expenditures and Changes in Fund Balance
Heritage Greens Community Development District
For the Fiscal Year Ending September 30, 2019

General Fund - Trend Report

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Annual	Year to
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Date
Revenues														
Interest Income	0	0	355	402	364	393	364	339	318	304	42	42	500	2,839
Interest - Tax Collector	0	0	0	85	0	0	20	0	0	9	0	0	0	114
Gate Stickers/Cards	320	0	900	450	0	210	0	330	0	350	83	83	1,000	2,560
Special Assmnts- Tax	0	119,311	88,614	11,882	5,070	0	10,616	922	2,305	0	20,242	20,242	242,904	238,719
Collector	0	(778)	(3,516)	(343)	(78)	0	(18)	28	0	0	(810)	(810)	(9,716)	(4,706)
Special Assmnts- Discounts /														
Penalties	231	2,133	0	0	0	0	14	0	964	0	0	0	0	3,342
Other Miscellaneous														
Revenues	551	120,666	86,353	12,476	5,356	603	10,996	1,619	3,587	663	19,557	19,557	234,688	242,868
Expenses														
Administrative														
Salaries - Supervisors	800	0	200	200	200	200	200	0	1,010	400	400	400	4,800	3,210
Payroll-Processing Fees	38	38	59	70	34	206	88	0	88	88	38	38	456	710
Supervisor Expenses	0	0	0	0	0	0	0	0	10	0	0	0	0	10
Employment Taxes	66	0	17	38	17	(5)	17	0	83	33	31	31	368	264
Profserv-Engineering	0	0	0	0	0	0	0	0	0	0	83	83	1,000	0
Profserv-Legal Services	(2,545)	455	195	163	0	98	3,281	0	98	3,228	333	333	4,000	4,971
Litigation Expenses	0	108	0	0	0	0	0	0	0	0	0	0	0	108
Profserv-Mgmt Consulting	3,468	3,468	4,110	3,468	3,468	3,468	3,468	3,468	3,468	3,468	3,468	3,468	41,613	35,319
Serv														
Profserv-Property Appraiser	219	0	0	0	0	0	0	0	0	0	304	304	3,644	219
Profserv-Special Assessment	483	483	0	483	483	483	483	483	483	483	469	469	5,628	4,348
Profserv-Web Site	56	56	0	56	56	56	56	56	56	56	54	54	650	502
Development														
Auditing Services	0	0	0	0	0	0	0	500	2,000	500	250	250	3,000	3,000
Postage And Freight	0	0	0	0	0	21	0	0	0	0	125	125	1,500	21
Insurance - General Liability	541	698	541	541	541	702	541	541	541	847	708	708	8,500	6,031
Printing And Binding	221	0	0	0	0	0	0	0	0	0	83	83	1,000	0
Legal Advertising	221	0	0	0	0	0	0	0	158	0	125	125	1,500	378
Misc-Bank Charge	60	0	0	0	0	0	0	0	0	0	0	0	0	60
Misc-Assessmnt Collection	0	2,371	1,702	231	100	0	212	19	47	0	405	405	4,855	4,682
Cost														
Office Supplies	0	0	0	0	0	0	0	0	0	0	8	8	100	0
Annual District Filing Fee	175	0	0	0	0	0	0	0	0	0	15	15	175	175
Total Administrative	3,582	7,577	6,824	5,250	4,899	5,229	8,346	5,067	8,042	9,103	6,899	6,899	82,789	64,008
Public Safety														
Contracts-Gate Maintenance	0	0	0	0	0	0	0	0	0	0	129	129	1,550	0
Service														
Contracts-Cleaning Services	406	232	0	348	0	232	232	232	348	0	251	251	3,016	2,030
Contracts-HVAC	0	0	0	0	0	0	0	0	0	0	29	29	350	0

Statement of Revenues, Expenditures and Changes in Fund Balance
Heritage Greens Community Development District
For the Fiscal Year Ending September 30, 2019

General Fund - Trend Report

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Annual	Year to
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Date
	(4,397)	4,397	4,397	4,397	0	0	10,080	12,986	1,894	0	4,583	4,583	55,000	33,754
Contracts-Security Services	103	103	0	481	0	0	103	103	103	103	100	100	1,200	927
Contracts-Gates	0	0	137	424	(275)	134	134	135	236	221	125	125	1,500	1,556
Communication - Telephone	291	77	87	78	0	120	68	0	223	0	167	167	2,000	944
Electricity - Entrance	60	0	346	1,470	1,333	271	770	601	1,240	0	292	292	3,500	6,090
R&M-Gate	30	0	30	0	180	0	150	0	380	0	167	167	2,000	770
R&M-Gatehouse	1,065	0	0	0	0	0	0	0	1,075	278	50	50	600	2,418
Op Supplies - Gate Stickers	0	0	0	40	0	0	0	0	0	0	50	50	600	40
Op Supplies - Gatehouse	0	0	0	0	0	0	0	0	0	0	50	50	600	40
Total Operations & Maintenance	(2,442)	4,809	4,997	7,238	1,372	860	11,537	14,057	5,499	602	5,943	5,943	71,316	48,529
Landscaping	3,300	0	0	0	0	0	6,400	0	0	0	1,650	1,650	19,800	9,700
Contracts-Landscape	0	0	0	880	0	0	0	0	0	0	147	147	1,760	880
Contracts-Preserve Management	(86)	94	208	65	65	65	65	57	72	57	58	58	700	660
Utility - Water & Sewer	297	168	155	165	0	346	186	0	335	0	183	183	2,200	1,651
Electricity - Irrigation	0	0	0	0	0	0	3,005	0	0	0	392	392	4,700	3,005
R&M-Canals	0	0	0	0	0	0	0	0	0	0	210	210	2,516	750
R&M-Fountain	150	0	200	0	0	0	200	0	0	200	250	250	3,000	3,000
R&M-Renewal and Replacement	0	0	0	0	0	0	3,150	0	800	729	250	250	3,000	4,728
R&M-Grounds	0	0	200	0	0	0	1,123	0	0	0	125	125	1,500	1,523
R&M-Irrigation	146	0	0	0	0	0	0	0	0	0	8	8	100	146
R&M-Preserves	0	0	0	0	9,515	0	0	0	0	0	279	279	3,344	9,515
Misc-Special Projects	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Operations & Maintenance	3,807	462	763	1,110	9,580	460	17,129	57	1,207	986	3,552	3,552	42,620	35,558
Road and Street Facilities	1,801	901	886	887	0	1,783	908	0	1,811	0	875	875	10,500	8,977
Electricity - Siree Lighting	0	0	0	0	570	855	0	0	0	0	129	129	1,550	1,425
R&M-Drainage	0	0	0	0	0	0	0	0	0	0	292	292	3,500	0
R&M-Sidewalks	0	0	0	0	0	0	0	0	0	0	167	167	2,000	3,925
R&M-Roads & Alleys	0	0	3,925	0	0	0	0	0	0	0	117	117	1,400	2,016
Traffic Signage Rehabilitation	0	0	0	29	1,987	0	0	0	0	0	117	117	1,400	2,016
Total Road and Street Facilities	1,801	901	4,811	916	2,557	2,638	908	0	1,811	0	1,580	1,580	18,950	16,343
Capital Expenditures & Projects	0	0	0	0	0	0	11,317	0	21,222	0	250	250	3,000	32,539
Capital Outlay	0	0	0	0	0	0	0	0	0	0	1,334	1,334	16,013	0
Reserve - Roadways	0	0	0	0	0	0	0	0	0	0	1,584	1,584	19,013	32,539
Total Operations & Maintenance	0	0	0	0	0	0	11,317	0	21,222	0	1,584	1,584	19,013	32,539
Total Expenses	6,748	13,849	17,395	14,514	18,408	9,187	49,237	19,181	37,781	10,691	19,558	19,558	234,688	196,977

HERITAGE GREENS
COMMUNITY DEVELOPMENT DISTRICT

Non-Ad Valorem Special Assessments
(Collier County Tax Collector - Monthly Collection Distributions)
Fiscal Year Ending September 30, 2019

GROSS ASSESSMENTS LEVIED \$ 242,905
100.00%

Distribution	Gross Amount Received	(Discount) / Penalties	Collection Cost	Net Amount Received	ALLOCATION
					General Fund
October	-	-	-	-	-
November	1,814	(95)	(34)	1,685	1,814
	17,054	(682)	(327)	16,045	17,054
	100,443	-	(2,009)	98,434	100,443
December	65,912	(2,637)	(1,266)	62,009	65,912
	22,702	(879)	(436)	21,387	22,702
January	11,882	(343)	(231)	11,308	11,882
February	5,070	(78)	(100)	4,892	5,070
March	-	-	-	-	-
April	5,421	(18)	(108)	5,295	5,421
	5,195	14	(104)	5,105	5,195
May	922	28	(19)	931	922
June	1,383	41	(28)	1,396	1,383
	922	28	(19)	931	922
July	-	-	-	-	-
August					
September					
TOTAL	238,720	(4,621)	(4,681)	229,418	238,720
BALANCE REMAINING					\$ 4,185

TOTAL ASSESSMENTS	\$ 242,905	PERCENT COLLECTED	98.28%
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HERITAGE GREENS COMMUNITY DEVELOPMENT DISTRICT

Cash and Investment Report

July 31, 2019

<u>Account Name</u>	<u>Bank Name</u>	<u>Yield</u>	<u>Balance</u>
<u>General Fund</u>			
Checking - Operating Fund (1832)	Iberia	0.85%	18,889
Money Market Account (1840)	Iberia	1.26%	<u>268,219</u>
		TOTAL	<u>\$ 287,108</u>

Heritage Greens Community Development District
Reconciliation - Iberia Bank 1832 OP

Run: 8/12/2019 @ 8:33 AM Page: 1

Closing Balance from Previous Statement.....	6/30/2019	35,601.83
3 Deposits and Other Additions Totaling.....		358.61
19 Checks and Other Withdrawals Totaling.....		32,208.92
1 Adjustments Totaling.....		15,000.00
1 Voids Totaling.....		119.79
Service Charge.....		0.00
Interest Earned.....	7/31/2019	18.21
Closing Balance for this Statement.....	7/31/2019	18,889.52
Difference.....		0.00

Cash Balance from General Ledger.....	7/31/2019	18,393.73
Open Activity from Bank Register.....		(495.79)
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		18,889.52

Date	Reference	To	Void Description	Amount
✓ 5/21/2019	0010107	Richard Stevins	Void check 0010107	-119.79
Total Voids:				-119.79

Date	Reference	Deposit Description	Amount
✓ 7/10/2019	DEP	Branch Deposit	10.00
✓ 7/23/2019	DEP	Branch Deposit	340.00
✓ 7/23/2019	DEP	Interest Earned FY 2019 Q3	8.61
Total Deposits:			358.61

Date	Check	To	Check Description	Amount
✓ 4/10/2019	0010107	Richard Stevins	Install Aluminum Vented Soffit	119.79
✓ 6/26/2019	0010130	Lykins-Signtek	50% Deposit - Fabrication and Installation of Custome Reverse Lit Channel Letters & Permit	7,720.00
✓ 6/26/2019	0010131	New IQ	Relocate the Tele Entry System	800.00
✓ 6/26/2019	0010132	Pottery as Art	Bargain 600 and Naples Pebbler Planter MD Jade 23H 23W	1,749.98
✓ 6/27/2019	0010133	Department of State	Oath of Office - E. Leigh B. Conner	10.00
✓ 6/27/2019	0010134	Department of State	Oath of Office - Dale F. Meszaros	10.00
✓ 7/02/2019	0010136	Envera Systems	Invoices INV000002554, INV000002555	13,646.35
✓ 7/08/2019	EFT	Collier County Utilities	Utilities - Water 05/09 - 06/11	72.43
✓ 7/09/2019	0010138	Grau and Associates	Financial Audit Services - FY 2018	500.00
✓ 7/09/2019	0010139	Premier District Management	District Management & Field Services - JUL 2019	4,109.61
✓ 7/09/2019	EFT	FPL	Electric 05/28/19 - 06/26/19	1,188.11
✓ 7/18/2019	0010141	Abbey Thomas Landscapes	Sabal Palms Trimmed, Cleanup Dead Palm Fronds	729.00
✓ 7/19/2019	EFT	ADP	BOS Meeting Payroll - 07/19/19 (Direct Deposit)	369.40
✓ 7/19/2019	EFT	ADP	BOS Meeting Payroll Tax - 07/19/19	63.60
✓ 7/25/2019	0010142	Coleman, Yovanovich & Koester, PA	General Legal Services	227.50
✓ 7/25/2019	0010143	EGIS Insurance Advisors, LLC	Policy Change- Policy 100118733 10/01/2018 - 10/01/2019	306.00
✓ 7/25/2019	0010144	New IQ	25 Vehicle Rearview Mirror Hang Tag	277.50
✓ 7/26/2019	EFT	ADP	Payroll Processing Fees	88.47
✓ 7/29/2019	EFT	Comcast	Telephone Service 07/07 - 08/06	221.18
Total Checks:				32,208.92

Date	Reference	Adjustment Description	Amount
✓ 7/03/2019	TXFR	Transfer From 1840 MM to 1832 OP	15,000.00
✓ 7/31/2019		Interest Earned	18.21
Total Adjustments:			15,018.21

Run: 8/08/2019 at 11:23 AM

Heritage Greens Community Development District

Check Register from 7/01/2019 to 7/31/2019

Iberia Bank 1832 OP

Page: 1

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0010135	7/02/2019	Century Environmental (Pest Control Services - June 2019)	30.00
0010136	7/02/2019	Envera Systems (Invoices INV000002554, INV000002555)	13,646.35
0010137	7/02/2019	Genesta Service Group, Inc. (Janitorial Services - June 219)	116.00
EFT	7/08/2019	Collier County Utilities (Utilities - Water 05/09 - 06/11)	72.43
EFT	7/09/2019	FPL (Electric 05/28/19 - 06/26/19)	1,188.11
0010138	7/09/2019	Grau and Associates (Financial Audit Services - FY 2018)	500.00
0010139	7/09/2019	Premier District Management (District Management & Field Services - JUL 2019)	4,109.61
0010140	7/17/2019	Napier Enterprises, Inc. (Monthly Maintenance & Quarterly Diving per Pump)	200.00
0010141	7/18/2019	Abbey Thomas Landscapes (Sabal Palms Trimmed, Cleanup Dead Palm Fronds)	729.00
EFT	7/19/2019	ADP (BOS Meeting Payroll - 07/19/19 (Direct Deposit))	369.40
EFT	7/19/2019	ADP (BOS Meeting Payroll Tax - 07/19/19)	63.60
0010142	7/25/2019	Coleman, Yovanovich & Koester, PA (General Legal Services)	227.50
0010143	7/25/2019	EGIS Insurance Advisors, LLC (Policy Change- Policy 100118733 10/01/2018 - 10/01/2019)	306.00
0010144	7/25/2019	New IQ (25 Vehicle Rearview Mirror Hang Tag)	277.50
EFT	7/26/2019	ADP (Payroll Processing Fees)	88.47
EFT	7/29/2019	Comcast (Telephone Service 07/07 - 08/06)	221.18
<u>Total Checks:</u>			<u>22,145.15</u>

**Heritage Greens Community Development District
Reconciliation - Iberia Bank 1840 MM**

Run: 8/08/2019 @ 1:23 PM

Page: 1

Closing Balance from Previous Statement.....	6/30/2019	282,933.20
0 Deposits and Other Additions Totaling.....		0.00
0 Checks and Other Withdrawls Totaling.....		0.00
1 Adjustments Totaling.....		-15,000.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....	7/31/2019	285.48
Closing Balance for this Statement.....	7/31/2019	268,218.68
Difference.....		0.00
<hr/>		
Cash Balance from General Ledger.....	7/31/2019	268,218.68
Open Activity from Bank Register.....		0.00
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		268,218.68
<hr/>		
Date	Reference	Adjustment Description
7/03/2019	TXFR	
7/31/2019		Interest Earned
		-15,000.00
		285.48
	Total Adjustments:	-14,714.52

Anabel Tejada

From: JL23 PRESSURE CLEANING SERVICES, INC. <quickbooks@notification.intuit.com>
Sent: Monday, August 12, 2019 2:27 PM
To: Anabel Tejada
Cc: jl23pcs@icloud.com
Subject: Estimate from JL23 PRESSURE CLEANING SERVICES, INC.

Heritage Greens CDD,

Please review the estimate below. Feel free to contact us if you have any questions.
We look forward to working with you.

Thanks for your business!
JL23 PRESSURE CLEANING SERVICES, INC.

----- Estimate -----

631 5th St. SW
NAPLES, FL 34117 US
239-290-2369

Estimate #: 3346
Date: 08/12/2019
Exp. Date: \$1,600.00

Address:

Heritage Greens CDD
3820 Colonial Blvd., Suite 101
Fort Myers, FL 33966
239-690-7100

Activity	Qty	Rate	Amount
Pressure wash 1,000' of interior wall along the east side of Heritage Greens community.	1	700.00	700.00
Pressure wash 1,200' of interior wall along the east side of Heritage Greens community.	1	900.00	900.00

Total:

Attached is a proposal from JL23 Pressure Cleaning Services, Inc.
If you have any questions please call Jimmy at 239-290-2369.