

HERITAGE PINES

COMMUNITY DEVELOPMENT DISTRICT

April 18, 2023

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Heritage Pines Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

April 11, 2023

Board of Supervisors
Heritage Pines Community Development District

ATTENDEES:
Please identify yourself each
time you speak to facilitate
accurate transcription of
meeting minutes.

Dear Board Members:

The Board of Supervisors of the Heritage Pines Community Development District will hold a Regular Meeting on April 18, 2023 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667. The agenda is as follows:

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Public Comments: Agenda Items [3 minutes per person]
4. Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2022, Prepared by Carr, Riggs & Ingram, LLC
5. Consideration of Resolution 2023-03, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021
6. Consideration of Resolution 2023-04, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
7. Consideration of Heritage Pines Community Association, Inc., Proposal for Landscape Maintenance
 - Consideration of Landscape Maintenance Agreement (*under separate cover*)
8. Consideration of Proposal from Landscape Maintenance Professionals, Inc.
 - A. Sample Bid Packet
 - B. Landscape Maintenance Service Agreement
 - C. Additional Maintained CDD's
9. Acceptance of Unaudited Financial Statements as of February 28, 2023

10. Approval of February 21, 2023 Regular Meeting Minutes

- To Do Action Items List

11. Staff Reports

- A. District Counsel: *Straley Robin Vericker, P.A.*
- B. District Engineer: *Stroud Engineering Consultants*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: June 20, 2023 at 2:00 PM

- QUORUM CHECK

SEAT 1	ARTHUR RHODES	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	JANICE BENEDETTI	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	MICHAEL WALSH	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	KATHLEEN F. LONERGAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	CAROL E. VAUGHAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

12. Audience Comments: Non-Agenda Items [3 minutes per person]

13. Supervisors' Requests

14. Adjournment

If you have any questions or comments, please contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

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Heritage Pines Community Development District

FINANCIAL STATEMENTS

September 30, 2022



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Carr, Riggs & Ingram, LLC
Certified Public Accountants
500 Grand Boulevard
Suite 210
Miramar Beach, Florida 32550

(850) 837-3141
(850) 654-4619 (fax)
CRlcpa.com

INDEPENDENT AUDITORS' REPORT

To the Board of Supervisors
Heritage Pines Community Development District
Pasco County, Florida

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of Heritage Pines Community Development District (hereinafter referred to as "District"), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budget to actual comparison information on pages 4 - 8 and 22 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our

inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 11, 2023, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Miramar Beach, Florida
April 11, 2023

Management's Discussion And Analysis

Heritage Pines Community Development District Management’s Discussion and Analysis

Our discussion and analysis of the Heritage Pines Community Development District’s financial performance provides an overview of the District’s financial activities for the fiscal year ended September 30, 2022. Please read it in conjunction with the District’s financial statements, which begin on page 9.

FINANCIAL HIGHLIGHTS

- At September 30, 2022, the assets of the District exceeded its liabilities by approximately \$2.9 million.
- During the fiscal year ended September 30, 2022, the District collected assessments in the General Fund totaling \$283,861.

USING THE ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities on pages 9 – 10 provide information about the activities of the District as a whole and present a longer-term view of the District’s finances. Fund financial statements start on page 11. For governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the District’s operations in more detail than the government-wide statements by providing information about the District’s most significant funds.

Reporting the District as a Whole

Our analysis of the District as a whole begins on page 5. One of the most important questions asked about the District’s finances is, “Is the District as a whole better off or worse off as a result of the year’s activities?” The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year’s revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District’s net position and related changes during the current year. You can think of the Districts’ net position – the difference between assets and liabilities – as one way to measure the District’s financial health, or financial position. Over time, increases or decreases in the District’s net position is one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors; however, such as changes in the District’s assessment base and the condition of the District’s infrastructure, to assess the overall health of the District.

Heritage Pines Community Development District Management’s Discussion and Analysis

Reporting the District’s Most Significant Funds

Our analysis of the District’s major funds begins on page 6. The fund financial statements begin on page 11 and provide detailed information about the most significant funds – not the District as a whole. Some funds are required to be established by State law and by bond covenants. All of the District’s funds are governmental fund-types.

- *Governmental funds* – All of the District’s basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The governmental fund statements provide a detailed short-term view of the District’s general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District’s programs.

THE DISTRICT AS A WHOLE

The following table reflects the condensed Statement of Net Position and is compared to the prior year.

<i>September 30,</i>	2022	2021	Change
Assets			
Current and other assets	\$ 525,921	\$ 489,234	\$ 36,687
Capital assets, net	2,360,412	2,850,031	(489,619)
Total assets	\$ 2,886,333	\$ 3,339,265	\$ (452,932)
Liabilities			
Current liabilities	\$ 15,724	\$ 19,230	\$ (3,506)
Total liabilities	15,724	19,230	(3,506)
Net position			
Net investment in capital assets	2,360,412	2,850,031	(489,619)
Unrestricted	510,197	470,004	40,193
Total net position	2,870,609	3,320,035	(449,426)
Total liabilities and net position	\$ 2,886,333	\$ 3,339,265	\$ (452,932)

For more detailed information, see the accompanying Statement of Net Position.

During the fiscal year ended September 30, 2022, total assets decreased by approximately \$453,000 from the prior fiscal year, while total liabilities did not change significantly. The decrease in assets was primarily a result of current year depreciation on capital assets.

Heritage Pines Community Development District Management's Discussion and Analysis

The following schedule compares the Statement of Activities for the current and previous fiscal year.

<i>For the year ended September 30,</i>	2022	2021	Change
Revenue:			
Program revenue:			
Charges for services	\$ 283,861	\$ 336,464	\$ (52,603)
General revenue:			
Interest and other revenue	1,558	55	1,503
Total revenue	285,419	336,519	(51,100)
Expenses:			
General government	84,562	90,473	(5,911)
Maintenance and operations	650,283	636,491	13,792
Total expenses	734,845	726,964	7,881
Change in net position	(449,426)	(390,445)	(58,981)
Net position, beginning of year	3,320,035	3,710,480	(390,445)
Net position, end of year	\$ 2,870,609	\$ 3,320,035	\$ (449,426)

For more detailed information, see the accompanying Statement of Activities.

During the fiscal year ended September 30, 2022, total revenue decreased by approximately \$51,000 while total expenses increased \$8,000 from the prior fiscal year. The decrease in revenue is primarily due to a decrease in budgeted assessment rates. The increase in expenses is primarily due to an increase in landscaping hourly rates in the current year. The overall result was a \$449,426 decrease in net position for fiscal year 2022.

THE DISTRICT'S FUNDS

As the District completed the year, its governmental funds (as presented in the balance sheet on page 11) reported a combined fund balance of approximately \$510,000, which is an increase over last year's balance that totaled approximately \$470,000. Significant transactions are discussed below.

- During the fiscal year ended September 30, 2022, the District collected assessments in the General Fund totaling \$283,861.

The overall increase in fund balance for the year ended September 30, 2022 totaled approximately \$40,000.

Heritage Pines Community Development District Management’s Discussion and Analysis

CAPITAL ASSET ADMINISTRATION

Capital Assets

At September 30, 2022, the District had approximately \$2.4 million invested in capital assets (net of accumulated depreciation). This amount represents a decrease of approximately \$490,000 from the fiscal year 2021 total.

A listing of capital assets by major category for the current and prior year follows:

<i>September 30,</i>	2022	2021	Change
Land	\$ 388,125	\$ 388,125	\$ -
Capital assets being depreciated	12,100,974	12,100,974	-
Total, prior to depreciation	12,489,099	12,489,099	-
Accumulated depreciation	(10,128,687)	(9,639,068)	(489,619)
Net capital assets	\$ 2,360,412	\$ 2,850,031	\$ (489,619)

More information about the District’s capital assets is presented in Note 6 to the financial statements.

GOVERNMENTAL FUNDS BUDGETARY HIGHLIGHTS

An Operating budget was established by the governing board for the District pursuant to the requirements of Florida Statutes. The budget to actual comparison for the general fund, including the original budget and final adopted budget, is shown at page 22.

The District experienced favorable variances in revenue and expenditures as compared to the budget in the amount of \$1,493 and \$38,700, respectively. The variance in expenditures occurred primarily due to budgeted pond maintenance expenditures which were not needed in the current year.

FUTURE FINANCIAL FACTORS

Heritage Pines Community Development District is an independent special district that operates under the provisions of Chapter 190, Florida Statutes. The District operates under an elected Board of Supervisors, which establishes policy and sets assessment rates. Assessment rates for fiscal year 2023 were established to provide for the operations of the District.

Heritage Pines Community Development District Management's Discussion and Analysis

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the District's finances. If you have questions about this report or need additional financial information, contact the Heritage Pines Community Development District's management company, Wrathell, Hunt & Associates, LLC, at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

Basic Financial Statements

**Heritage Pines Community Development District
Statement of Net Position**

<i>September 30,</i>	2022
	Governmental Activities
Assets	
Cash and cash equivalents	\$ 507,457
Investments	2,667
Accounts receivable	1,080
Utility deposits	14,717
Capital assets:	
Not being depreciated	388,125
Depreciable, net	1,972,287
Total assets	2,886,333
Liabilities	
Accounts payable	15,724
Total liabilities	15,724
Net position	
Net investment in capital assets	2,360,412
Unrestricted	510,197
Total net position	\$ 2,870,609

The accompanying notes are an integral part of these financial statements.

Heritage Pines Community Development District Statement of Activities

For the year ended September 30,

2022

		<u>Program Revenue</u>	<u>Net (Expense) Revenue and Changes in Net Position</u>
<u>Functions/Programs</u>	<u>Expenses</u>	<u>Charges for Services</u>	<u>Governmental Activities</u>
Primary government:			
Governmental activities:			
General government	\$ (84,562)	\$ 97,885	\$ 13,323
Maintenance and operations	(650,283)	185,976	(464,307)
<hr/>			
Total governmental activities	\$ (734,845)	\$ 283,861	(450,984)
<hr/>			
	General revenue		
			1,558
			<hr/>
			Change in net position (449,426)
			<hr/>
			Net position - beginning of year 3,320,035
			<hr/>
			Net position - end of year \$ 2,870,609
			<hr/> <hr/>

The accompanying notes are an integral part of these financial statements.

**Heritage Pines Community Development District
Balance Sheet – Governmental Funds**

September 30,

2022

		General Fund
Assets		
Cash and cash equivalents	\$	507,457
Investments		2,667
Accounts receivable		1,080
Utility deposits		14,717
<hr/>		
Total assets	\$	525,921
<hr/>		
Liabilities and Fund Balances		
Liabilities		
Accounts payable	\$	15,724
Total liabilities		15,724
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Fund balances		
Nonspendable		14,717
Committed for:		
Disaster recovery		175,000
Future mower replacement		70,000
Working capital		150,000
Unassigned		100,480
Total fund balances		510,197
<hr/>		
Total liabilities and fund balances	\$	525,921
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The accompanying notes are an integral part of these financial statements.

**Heritage Pines Community Development District
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of
Net Position**

<i>September 30,</i>	2022
Total fund balances, governmental funds	\$ 510,197
Capital assets used in governmental activities are not financial resources and therefore are not reported in the fund level statements.	2,360,412
Total net position - governmental activities	\$ 2,870,609

The accompanying notes are an integral part of these financial statements.

**Heritage Pines Community Development District
Statement of Revenue, Expenditures and Changes in Fund Balances –
Governmental Funds**

For the year ended September 30,

2022

	General Fund
Revenue	
Assessments	\$ 283,861
Interest	1,558
Total revenue	285,419
Expenditures	
Current:	
General government	84,562
Maintenance and operations	160,664
Total expenditures	245,226
Excess of revenue over expenditures	40,193
Fund balances, beginning of year	470,004
Fund balances, end of year	\$ 510,197

The accompanying notes are an integral part of these financial statements.

**Heritage Pines Community Development District
Reconciliation of the Statement of Revenue, Expenditures and Changes in Fund
Balances of Governmental Funds to the Statement of Activities**

<i>For the year ended September 30,</i>	2022
Net change in fund balances - governmental funds	\$ 40,193
Depreciation on capital assets is not recognized in the fund financial statements but is reported as an expense in the Statement of Activities.	(489,619)
Change in net position of governmental activities	\$ (449,426)

The accompanying notes are an integral part of these financial statements.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 1: NATURE OF ORGANIZATION

The Heritage Pines Community Development District (the "District") was created on October 28, 1997 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes, by Pasco County Ordinance No. 97-15. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by a Board of Supervisors ("Board"), which is comprised of five members. The Supervisors are elected on an at large basis by the owners of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the final responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include or exclude a potential component unit in the reporting entity was made by applying the criteria set forth by Generally Accepted Accounting Principles (GAAP) as defined by the Governmental Accounting Standards Board (GASB). Based on the foregoing criteria, no potential component units were found.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the District conform to GAAP as applicable to governments in accordance with those promulgated by GASB. The following is a summary of the more significant policies:

Government-wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all the non-fiduciary activities of the primary government. Governmental activities, which normally are supported by assessments, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The business-type activities are reported separately in government-wide financial statements; however, at September 30, 2022, the District did not have any significant business-type activities. Therefore, no business-type activities are reported. Assessments and other items not properly included as program revenues (i.e., charges to customers or applicants who purchase, use, or directly benefit from goods or services) are reported as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Basis of Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and other similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Assessments, including operation and maintenance assessments, are non-ad valorem special assessments imposed on all lands located within the District and benefited by the District's activities, operation and maintenance. Assessments are levied and certified for collection by the District prior to the start of the fiscal year which begins October 1st and ends on September 30th. Operation and maintenance special assessments are imposed upon all benefited lands located in the District.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District reports the following major governmental fund:

General Fund – The General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

For the year ended September 30, 2022, the District does not report any proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned, or unassigned resources are available for use in governmental fund financial statements, it is the government's policy to use committed resources first, followed by the assigned resources, and then unassigned resources as needed.

Cash, Deposits and Investments

The District maintains deposits with "Qualified Public Depositories" as defined in Chapter 280, Florida Statutes. All Qualified Public Depositories must place with the Treasurer of the State of Florida securities in accordance with collateral requirements determined by the State's Chief Financial Officer. In the event of default by a Qualified Public Depository, the State Treasurer will pay public depositors all losses. Losses in excess of insurance and collateral will be paid through assessments between all Qualified Public Depositories.

Under this method, all the District's deposits are fully insured or collateralized at the highest level of security as defined by GASB, Statement Number 40, *Deposits and Investment Disclosures (An Amendment of GASB, Statement Number 3)*.

The District is authorized to invest in financial instruments as established by Section 218.415, Florida Statutes. The authorized investments include among others negotiable direct or indirect obligations which are secured by the United States Government; the Local Government Surplus Trust Funds as created by Section 218.405, Florida Statutes; SEC registered money market funds with the highest credit quality rating from a nationally recognized rating agency; and interest-bearing time deposits or savings accounts in authorized financial institutions.

Estimates

The preparation of U.S. GAAP financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and changes therein, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets

Capital assets, which include primarily infrastructure assets (e.g., roads, sidewalks, water management systems and similar items), are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial/individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost and estimated historical cost if purchased or constructed. Donated assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government are depreciated using the straight-line method over the following estimated useful lives: roads, lights and drainage: 25 years; water systems: 25 years; equipment: 3-15 years.

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position will sometimes include a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District does not have any of this type of item at September 30, 2022.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District does not have any of this type of item at September 30, 2022.

Fund Equity

Net position in the government-wide financial statements represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources and is categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents assets related to infrastructure and property, plant and equipment, net of any related debt. Restricted net position represents the assets restricted by the District's bond covenants.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned, or unassigned. Nonspendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by creditors, grantors, or contributors or by enabling legislation or constitutional provisions. Committed fund balance is a limitation imposed by the District board through approval of resolutions. Assigned fund balance is a limitation imposed by a designee of the District board. Unassigned fund balance in the General Fund is the net resources in excess of what can be properly classified in one of the above four categories. Negative unassigned fund balance in other governmental funds represents excess expenditures incurred over the amounts restricted, committed, or assigned to those purposes.

Budgets

The District is required to establish a budgetary system and an approved annual budget. Annual budgets are legally adopted on a basis consistent with GAAP for the General Fund. Any revision to the budget must be approved by the District Board. The budgets are compared to actual expenditures. In instances where budget appropriations and estimated revenues have been revised during the year, budget data presented in the financial statements represent final authorization amounts.

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- B. A public hearing is conducted to obtain comments.
- C. Prior to October 1, the budget is legally adopted by the District Board.
- D. All budget changes must be approved by the District Board.
- E. Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

Subsequent Events

Management has evaluated subsequent events through the date the financial statements were available to be issued, April 11, 2023, and determined there were no events that occurred that required disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

NOTE 3: INVESTMENTS

All investments held at September 30, 2022 are similar in nature to money market mutual funds and accordingly are reported at amortized cost.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 3: INVESTMENTS (Continued)

The following is a summary of the District’s investments:

<u>September 30,</u>	<u>2022</u>	<u>Credit Risk</u>	<u>Maturities</u>
<u>State Board of Administration Florida PRIME</u>	<u>\$ 2,667</u>	S&P AAAm	21 days

Custodial credit risk – For an investment, custodial credit risk is the risk that the District will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The District has no formal policy for custodial risk. At September 30, 2022, the money market funds are not exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration risk – The District’s investment policy requires diversification, but does not specify limits on types of investments.

Interest rate risk – The District does not have a formal policy for addressing interest rate risk; however, investments are made with discretion, to seek reasonable returns, preserve capital, and in general, avoid speculative investments. The District manages its exposure to declines in fair values from interest rate changes by reviewing the portfolio on an ongoing basis for changes in effective yield amounts.

NOTE 4: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District maintains commercial insurance coverage to mitigate the risk of loss. Coverage may not extend to all situations. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this commercial coverage in the previous three years.

NOTE 5: MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting advisory services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

Heritage Pines Community Development District Notes to Financial Statements

NOTE 6: CAPITAL ASSETS

The following is a summary of changes in the capital assets for the year ended September 30, 2022:

	Beginning Balance	Additions	Disposals	Ending Balance
Governmental Activities:				
<i>Capital assets not being depreciated</i>				
Land	\$ 388,125	\$ -	\$ -	\$ 388,125
Total capital assets, not being depreciated	388,125	-	-	388,125
<i>Capital assets being depreciated</i>				
Infrastructure- roads, lights and drainage	8,403,159	-	-	8,403,159
Infrastructure-water systems	3,519,416	-	-	3,519,416
Equipment	178,399	-	-	178,399
Total capital assets, being depreciated	12,100,974	-	-	12,100,974
<i>Less accumulated depreciation</i>				
Infrastructure- roads, lights and drainage	6,722,526	336,126	-	7,058,652
Infrastructure-water systems	2,815,534	140,777	-	2,956,311
Equipment	101,008	12,716	-	113,724
Total accumulated depreciation	9,639,068	489,619	-	10,128,687
Total capital assets, being depreciated, net	2,461,906	(489,619)	-	1,972,287
Governmental activities capital assets, net	\$ 2,850,031	\$ (489,619)	\$ -	\$ 2,360,412

Depreciation expense of \$489,619 was allocated to maintenance and operations on the accompanying Statement of Activities.

**Required Supplemental Information
(Other Than MD&A)**

**Heritage Pines Community Development District
Budget to Actual Comparison Schedule – General Fund**

For the year ended September 30,

2022

	Original and Final Budget	Actual Amounts	Variance with Final Budget
Revenue			
Assessments	\$ 282,926	\$ 283,861	\$ 935
Interest	1,000	1,558	558
Total revenue	283,926	285,419	1,493
Expenditures			
Current:			
General government	87,426	84,562	2,864
Maintenance and operations	196,500	160,664	35,836
Total expenditures	283,926	245,226	38,700
Excess of revenue over expenditures	\$ -	\$ 40,193	\$ 40,193



Carr, Riggs & Ingram, LLC
Certified Public Accountants
500 Grand Boulevard
Suite 210
Miramar Beach, Florida 32550

(850) 837-3141
(850) 654-4619 (fax)
CRlcpa.com

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Supervisors
Heritage Pines Community Development District
Pasco County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Heritage Pines Community Development District (hereinafter referred to as the "District"), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated April 11, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

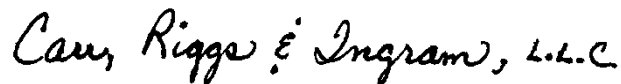
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CARR, RIGGS & INGRAM, LLC

Miramar Beach, Florida

April 11, 2023



Carr, Riggs & Ingram, LLC
Certified Public Accountants
500 Grand Boulevard
Suite 210
Miramar Beach, Florida 32550

(850) 837-3141
(850) 654-4619 (fax)
CRIcpa.com

MANAGEMENT LETTER

To the Board of Supervisors
Heritage Pines Community Development District
Pasco County, Florida

Report on the Financial Statements

We have audited the financial statements of Heritage Pines Community Development District (“District”) as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated April 11, 2023.

Auditors’ Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor’s Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant’s Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in this report, which is dated April 11, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations made in the preceding annual audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The information required is disclosed in the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Heritage Pines Community Development District reported:

- a. The total number of district employees compensated in the last pay period of the district's fiscal year as 0.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's fiscal year as 0.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as \$0.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$0.
- e. The District does not have any construction projects with a total cost of at least \$65,000 that are scheduled to begin on or after October 1 of the fiscal year being reported.
- f. The District did not amend its final adopted budget under Section 189.016(6), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the Heritage Pines Community Development District reported:

- a. The rate or rates of non-ad valorem special assessments imposed by the District as \$210 per residential unit.

- b. The total amount of special assessments collected by or on behalf of the District as \$283,861.
- c. The total amount of outstanding bonds issued by the district as \$0.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Miramar Beach, Florida
April 11, 2023



Carr, Riggs & Ingram, LLC
Certified Public Accountants
500 Grand Boulevard
Suite 210
Miramar Beach, Florida 32550

(850) 837-3141
(850) 654-4619 (fax)
CRlcpa.com

INDEPENDENT ACCOUNTANTS' REPORT

To the Board of Supervisors
Heritage Pines Community Development District
Pasco County, Florida

We have examined Heritage Pines Community Development District's compliance with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, during the year ended September 30, 2022. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and performed the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2022.

This report is intended solely for the information and use of management and the State of Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Miramar Beach, Florida
April 11, 2023

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

5

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT HEREBY ACCEPTING THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

WHEREAS, the District’s Auditor, Carr, Riggs & Ingram, LLC, has heretofore prepared and submitted to the Board, for accepting, the District’s Audited Financial Statements for Fiscal Year 2022;

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

1. The Audited Financial Statements for Fiscal Year 2022, heretofore submitted to the Board, are hereby accepted for Fiscal Year 2022 for the period ending September 30, 2022; and
2. A verified copy of said Audited Financial Statements for Fiscal Year 2022 shall be attached hereto as an exhibit to this Resolution, in the District’s “Official Record of Proceedings”.

PASSED AND ADOPTED this 18th day of April, 2023.

ATTEST:

**HERITAGE PINES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Audited Financial Statements for Fiscal Year 2022

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

6

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Heritage Pines Community Development District ("**District**") prior to June 15, 2023, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: _____

HOUR: _____

LOCATION: Heritage Pines Country Club
Meeting Room
11524 Scenic Hills Boulevard
Hudson, Florida 34667

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

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

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

6. **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.

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

PASSED AND ADOPTED THIS 18TH DAY OF APRIL, 2023.

ATTEST:

**HERITAGE PINES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 202**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
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**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 202**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy - gross	\$ 294,502				\$ 294,338
Allowable discounts (4%)	(11,780)				(11,774)
Assessment levy - net	282,722	\$ 271,082	\$ 11,640	\$ 282,722	282,564
Interest and miscellaneous	1,000	71	929	1,000	1,000
Total revenues	283,722	271,153	12,569	283,722	283,564
EXPENDITURES					
Professional & administrative					
Supervisors	7,000	2,153	4,847	7,000	7,000
Management/recording	32,450	13,521	18,929	32,450	32,450
Legal	1,000	769	231	1,000	1,000
Engineering	5,000	525	4,475	5,000	5,000
Audit	7,500	1,000	6,500	7,500	7,500
Assessment roll preparation	7,210	3,004	4,206	7,210	7,210
Trustee	4,337	-	4,337	4,337	4,337
Telephone	150	65	85	150	150
Rental and leases	1,860	775	1,085	1,860	1,860
Postage	1,000	216	784	1,000	1,000
Printing & binding	1,030	429	601	1,030	1,030
Legal advertising	350	-	350	350	350
Annual special district fee	175	175	-	175	175
Insurance	8,205	8,318	-	8,318	8,800
Contingencies	1,000	318	682	1,000	1,000
Website ADA compliance	210	210	-	210	210
Website hosting & maintenance	705	-	705	705	705
Total professional & administrative	79,182	31,478	47,817	79,295	79,777

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 202**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023		
Operation and maintenance					
Street lighting	22,500	7,337	15,163	22,500	22,500
Retention pond mowing/weed control/irr.	115,000	34,298	80,702	115,000	140,000
Irrigation Water	15,000	7,675	7,325	15,000	15,000
Contingency	1,000	1,451	-	1,451	1,000
Aquatic weed control	20,000	9,305	10,695	20,000	20,000
Dry retention pond refurbishment/planting	50,000	47,657	2,343	50,000	25,000
Total operation and maintenance	<u>223,500</u>	<u>107,723</u>	<u>116,228</u>	<u>223,951</u>	<u>223,500</u>
Other fees and charges					
Property appraiser	150	-	150	150	150
Tax collector	5,890	5,428	462	5,890	5,887
Total other fees and charges	<u>6,040</u>	<u>5,428</u>	<u>612</u>	<u>6,040</u>	<u>6,037</u>
Total expenditures	<u>308,722</u>	<u>144,629</u>	<u>164,657</u>	<u>309,286</u>	<u>309,314</u>
Excess/(deficiency) of revenues over/(under) expenditures	(25,000)	126,524	(152,088)	(25,564)	(25,750)
Fund balance - beginning (unaudited)	466,744	510,196	636,720	510,196	484,632
Fund balance - ending					
Committed					
Disaster recovery	175,000	175,000	175,000	175,000	175,000
Future mower replacement	70,000	70,000	70,000	70,000	70,000
Working capital	150,000	150,000	150,000	150,000	150,000
Unassigned	46,744	241,720	89,632	89,632	63,882
Fund balance - ending (projected)	<u>\$ 441,744</u>	<u>\$ 636,720</u>	<u>\$ 484,632</u>	<u>\$ 484,632</u>	<u>\$ 458,882</u>

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional and Administrative Services

Supervisors	\$ 7,000
<p>Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates seven meetings and all 5 Board Members receiving fees during the fiscal year.</p>	
Management/recording	32,450
<p>rathell, Hunt and Associates, LLC specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bonds and, operate and maintain the assets of the community.</p>	
Legal	1,000
<p>Straley Robin Vericker, provides on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, this firm provides services as "local government lawyers" realizing that this type of local government is very limited in its scope – providing infrastructure and services to developments.</p>	
Engineering	5,000
<p>Stroud Engineering Consultants provides a broad array of engineering, consulting and construction services to the District, which assists in crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	7,500
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures. The District currently has an agreement with Carr, Riggs & Ingram, LLC.</p>	
Assessment roll preparation	7,210
<p>rathell, Hunt and Associates, LLC provides assessment roll services, which include preparing, maintaining and transmitting the annual lien roll with the annual special assessment amounts for the operating, maintenance and capital assessments.</p>	
Trustee	4,337
<p>Annual fees paid to U.S. Bank for services provided as trustee, paying agent and</p>	
Telephone	150
<p>Telephone and fax machine.</p>	
Rental and leases	1,860
<p>This fee relates to management/recording.</p>	
Postage	1,000
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	1,030
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	350
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	8,800
The District carries public officials and general liability insurance with policies written by Preferred Governmental Insurance Trust. The limit of liability is set at \$1,000,000 for general liability (\$2,000,000 general aggregate) and \$1,000,000 for public officials liability.	
Contingencies	1,000
Bank charges, automate AP routing and other miscellaneous expenses incurred during the year.	
Website ADA compliance	210
Website hosting & maintenance	705
Operation and maintenance	
Street lighting	22,500
Estimated cost of annual street lighting cost paid to Withlacoochee River Electric.	
Retention pond mowing/weed control/irr.	140,000
The District has entered into an agreement with a qualified landscape contractor to provide dry retention pond mowing, weed control and irrigation repair services. The agreement includes the CDD providing the mowing equipment and the contractor providing everything else at cost.	
Irrigation Water	15,000
Provides for the irrigation water used to irrigate certain dry retention pond banks. This service is a pass through expense based upon a percentage of what the golf course is billed monthly by Pasco County.	
Contingency	1,000
The category is for automated AP routing and unforeseen expenditures that the District may incur during the fiscal year.	
Aquatic weed control	20,000
The District currently contract with a licensed lake maintenance contractor to provide monthly services to the District for aquatic weed control in it's wet ponds.	
Dry retention pond refurbishment/planting	25,000
Provides for dry retention pond refurbishment, overseeding and planting.	
Property appraiser	150
The property appraiser's fee is \$150.	
Tax collector	5,887
The tax collector's fee is 2% of assessments collected.	
Total expenditures	\$ 309,314

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED ASSESSMENTS**

Description	Number of Units	Projected FY 2024 Assessments		FY 23 Assessment
		GF	Total	
All Units	1,406	\$ 209.34	\$ 209.34	\$ 209.46
Total	<u>1,406</u>			

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

7



LANDSCAPE MAINTENANCE PROPOSAL

To: **Heritage Pines Community Association CDD**
Attn: Chuck Adams
9220 Bonita Beach Road, Suite 214
Bonita Springs, Florida 34135

Submitted By: Heritage Pines Community Association Inc.

Landscape Maintenance Summary

Basic Maintenance	\$129,000	Annually
Irrigation Inspection	Included	Annually
Fertilization/Pest Control	Included	Annually
Mulch	Not Included	
Annuals	Not Included	
Total Annual Fee	\$ 129,000 *	
Monthly Fee	\$ 10,750 *	

* Pricing is valid for 30 days from the date of this Proposal.

Exhibit "A"

SERVICE AGREEMENT SPECIFICATIONS

The following services shall be provided by the Heritage Pines Community Association Inc. to the Heritage Pines Community Development District ("CDD"). Except as provided herein, such services shall be included in the Monthly Fee ("Monthly Services"). Any work performed in addition to the Monthly Services ("Additional Services") will be separately invoiced and performed in accordance with a properly executed addendum to this Agreement.

LANDSCAPE MAINTENANCE PROGRAM

I. TURF GRASS SPECIFICATIONS

i. Mowing

Mowing shall be performed weekly from May 1st through October 1st and bi-weekly (or as necessary and dictated by the weather conditions October 1st through May 1st) with power lawn mowers of sufficient horsepower to leave a neat, clean appearance.

HP shall notify the CDD of any areas that cannot be serviced due to environmental conditions or due to any risk of injury to persons or damage to property.

HP shall use mowing patterns as deemed appropriate by HP to ensure the even distribution of clippings and to prevent ruts in the turf caused by mowers.

Mower blades will be kept sharp to prevent the tearing of grass blades.

St. Augustine and Bahia turf should be maintained at a mowing height of 3 1/2" to 4 1/2" in height, with no more than 1/2 of leaf blade removed during mowing.

ii. Trimming

Areas which cannot be safely accessed with mowing machinery, as determined by HP, will be maintained with string trimmers, or as environmental conditions permit.

iii. Debris Removal

HP shall remove landscape debris generated on the property during the performance of landscape maintenance services by HP.

iv. Fertilization

Irrigated Turf shall be fertilized to maintain good appearance and turf health throughout the year. The method of application of fertilizer shall be the responsibility of HP.

HP shall apply fertilizer in accordance with UF recommended Nitrogen application rates for the turf varieties present, using GI-BMP guidelines to help reduce the need for chemical intervention

and protect the ground water and in compliance with Southwest Florida Water Management District.

v. Weed, Insect & Disease Control

HP will implement an integrated Pest Management Program to minimize excessive use of pesticide and will rely heavily on continual monitoring of insect levels.

All products will be applied as directed by the manufacturer. HP will comply with all state and federal regulations.

Any infestation will be treated on an as needed basis throughout the year and the CDD will be made aware of the actions taken as well as the chemicals used.

HP employs an active certified Pest Control License issued through the Florida Department of Agriculture and Consumer Services. At the request of the CDD, HP will provide a copy of same to the CDD.

II. PLANTING BEDS, SHRUBS, WOODY ORNAMENTAL, GROWDCOVERS, ALL PALM TREES AND ALL OTHER TREE CARE SPECIFICATION

i. Pruning

All pruning and thinning will have the distinct objective of retaining the plant's natural shape and the original design specifications unless Customer requests otherwise.

Plants, hedges, shrubbery, and trees obstructing pedestrian or automobile traffic and damaged plants, shall be pruned as needed. HP shall remove clippings following pruning.

All shrubs shall be pruned and shaped a maximum of twelve times per calendar year. This will help the individual plant retain its natural form and eliminate branches which are rubbing against any structures.

Selective pruning of shrubs shall occur one time per year to balance infiltrating light and remove dead wood to promote maximum health and growth.

The removal of diseased or injured branches and palm fronds will be performed up to 12 feet on trees and palms. If requested by the CDD, any branches or fronds above these heights may be removed at an additional charge.

Planting beds and ground cover will be maintained in a neat and uniformed appearance.

Trees shall be maintained with clear trunks with lower branch elevations to 10 feet.

Tree interior sucker branches and dead wood shall be removed up to a height not exceeding 12' from ground. If requested by the CDD moss removal and tree spraying may be performed at an additional charge.

ii. Tree Removal

Tree removal is not included in this agreement. HP can provide this service at an additional fee at the request of the CDD.

iii. Insect and Disease control

Plants will be treated chemically as required to control insect infestation and disease as environmental, horticultural, and weather conditions permit.

iv. Weed Control

Open ground between plants shall be maintained in a condition of acceptable weed density as determined by HP by manual or chemical means, as environmental, horticultural, and weather conditions permit.

All mulch areas or plant beds shall be maintained in a condition of acceptable weed density as determined by HP.

The walking path in Paleo Park shall be mulched as needed as determined by the CDD.

v. New Landscaping

Any new landscaping shall be installed at a price agreed upon between HP and the CDD.

III. IRRIGATION

HP shall be responsible for the operation of the irrigation systems within the designated areas. The irrigation systems shall be operated to provide watering frequencies sufficient to replace soil moisture below the root zone of all planted areas, including lawns, and taking into account the amount of rainfall that has occurred. HP will be responsible for controlling the amount of water used for irrigation in order to avoid damage from over watering and insufficient watering. HP is not responsible for City or County Watering Guidelines or any plant loss or damage resulting from any such watering restrictions or lack of water arising from such “watering guidelines” or restrictions. HP is not responsible for any plant loss or damage resulting from overwatering due to natural causes.

HP will inspect and operate all the irrigation zones on a monthly basis to ensure the irrigation system is operating properly.

The EDRA’s with existing sprinkler systems shall be irrigated sufficiently enough to promote grass growth which will inhibit/prevent bank erosion.

This Agreement includes an annual irrigation allowance in the amount of \$12,000.00 for costs of normal repair and maintenance of irrigation systems, including labor and materials. Any irrigation expense over and above this amount will be billed separately to the CDD and paid by the CDD after approval by the CDD.

In addition, irrigation components damaged due to construction, vandalism, or other causes outside of HP's control shall be reported to the CDD when discovered by HP. Upon written authorization from the CDD, HP shall repair the damage at the CDD's sole cost and expense.

IV. PERFORMANCE

The parties acknowledge and agree that HP's performance of this Agreement can be, and often is, subject to weather conditions, which are beyond HP's control, e.g. excessive rain and wet conditions, temperatures below freezing, acts of God (External Causes). HP will be excused from performance for such a period of time as is reasonably necessary, after such occurrence, to remedy the effects thereof. HP shall use due care, skill, and diligence in the performance of its obligations under this Agreement and shall perform all its obligations in accordance with the accepted standards for professional landscape maintenance contractors in the State of Florida. All materials used in performing any obligations under this Agreement shall be of good quality and shall be used strictly in accordance with manufacturer's specifications.

V. MULCHING

Mulch is not provided under this Agreement. HP can provide service for mulching upon the CDD request at an additional cost.

VI. REQUIRED ADDENDUMS/LANDSCAPE ALTERATIONS

HP shall not be responsible for the following services unless specifically agreed to in writing in a properly executed Addendum to this Agreement:

- i. Repair of damage to concrete curbing;
- ii. Repair of damage to stucco on homes and/or fences;
- iii. Maintenance of any plants or other landscaping installed by the homeowner; and

VII. REPAIR & MAINTENANCE

HP shall provide and maintain all necessary equipment, including regular routine maintenance of HP CDD supplied mowers, to perform all necessary tasks; including mowing, aeration, etc.

Any repair to the CDD supplied mowers, not caused by operator error, will be the responsibility of the CDD to cover the costs of the repairs.

The CDD will continue to provide its current mowers and will allow HP employees the use of this equipment specifically to perform work within the EDRA's, Paleo Park and the Front Property.

VIII. PIPE CLEANOUT

Drainage pipes and sumps located within the EDRA's shall be inspected, cleaned and maintained as designed or as deemed necessary by either HP or the HP CDD.

Any blockage in the discharge location or within the drainage pipe or sump shall be cleared and/or removed.

Any observed structural integrity issues shall be reported to the HP CDD.

Weeds around drainage pipes need to be trimmed or cut back as part of the mowing process.

HP shall notify the CDD of any areas that cannot safely accessed with mowers, or line trimmers/string trimmers, or if silt buildup in the sump needs removal by excavation. Upon review and recommendation from the CDD engineer, CDD will subcontract for the necessary services, under a separate agreement.

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

8A

LMP Landscape Maintenance Professionals, Inc.SM

Built on Integrity. Grown on Relationships.

SAMPLE BID PACKET 1.19.2023



Tampa

13050 E US Highway 92
Dover, Florida 33527
(813) 757-6500



Wesley Chapel

26324 Wesley Chapel Blvd.
Lutz, FL 33559
(813) 406-4465



Sarasota

1306 Rome Avenue
Sarasota, FL 34243
(941) 556-9404

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Built on Integrity. Grown on Relationships.

Thank you!

We would like to thank you for the opportunity to submit the following proposal for review. Our approach is one of partnership and stewardship; we want you to earn your trust and work together to exceed your needs, goals, and desires, improving your landscape's appearance, longevity and preserving your investment.

We care about understanding all of your primary concerns and areas of challenge, which helps us establish our rotational service and how we will divide the property into areas for service.

1. Providing detail services rotationally each week.
2. Scheduling all annual services prior to due date.
3. Actively scouting for opportunities to improve the landscape.
4. Manage your landscapes water consumption by property oversight and proposing long-term improvements.

Communication is key. We provide a proprietary customer service experience with a hands-on Account Manager. We offer weekly, monthly, and quarterly reports on the status of services and the work quality. This process is done in partnership with you to document our progress along with pictures of what we have discussed.

The LMP Advantage is that we partner with you rather than simply doing jobs for you. LMP will provide project management, offer maintenance strategies, and oversee the execution of services that provide the expected results. We understand needs change as a business and landscape evolve. Our focus is on the 'big picture', which enables us to create strategic plans that help guide your budgeting. When key business objectives are driven by quality, we know that there is no margin for error. With LMP you will discover a better landscape long-term—giving you and your property the proper attention and care, as well as bring you the information you need to communicate to your stakeholders efficiently.

We understand the challenges you face in managing expectations, and we look forward to the opportunity to serve as your landscape partner. Your property's appearance and your brand are safe with us.

Sincerely,

The **LMP** *Team*

Section I – About Us

Landscape Maintenance Professionals, Inc. – Our History & Legacy

” *Our history is about our accomplishments; our legacy is about our impact.*

LMP was created for the simple purpose of providing landscape maintenance services that reflect its passion, and over the decades, that passion has grown, driving the company’s culture. Orlando Castillo, LMP’s founder, and President began the company with a simple motto, “do what you say you’re going to do when you say you’re going to do it.” He learned this from his father, who instilled in him an entrepreneurial spirit and the importance of honoring commitments and maintaining integrity even when things get difficult. When Orlando began the company in 1991, he had less than five trucks in his fleet but a burning passion for elevating landscaping to a profession. Since then, he has successfully grown the business in revenues and reverence by building solid teams with solid leadership.

We believe ourselves to be fully accountable for all aspects of protecting your largest uninsured asset, the landscape. Our successful partnerships are built upon accountability and respect and the continuous flow of relevant information. We consistently demonstrate our commitment to communication through our Account Managers’ collaborative relationship with the client.

” *Our reputation for acting with the highest values and principles is our legacy and the strong foundation for our future.*

Landscape Maintenance Professionals, Inc.SM (LMPSM) is a privately held, single-owner organization that has grown organically by providing premier landscape services for three decades. LMP’s approach to landscape maintenance and business is to focus on the details. This attention to detail extends beyond the physical appearance of a property to the foundation of the successful relationships we build. We notice the little things that can enhance the overall appearance of a property, and we train all our employees on this practice.

Our Mission

Our mission is to exceed our clients’ expectations by providing exceptional landscape services at competitive prices, demonstrating that we are fully accountable for our work, and cultivating long-term, trouble-free relationships with our customers.

What We Believe

The world is continually changing, and so is our business. But one thing that will never change is our commitment to maintaining the highest ethical standards. Our team’s decades of combined experience in all facets of the industry, coupled with an unwavering commitment to quality, has led to the establishment of a loyal clientele we are privileged to serve.

Our reputation is one of our greatest assets, and each of us has a responsibility to protect it every day. When faced with challenges, how we respond defines us. Our decisions, and ultimately our actions, tell our community who we are at LMP.

We hope to continue our **LEGACY of EXCELLENCE** with you.



Core Values

We believe that our core values and company culture define us at Landscape Maintenance Professionals and set us apart from our competition!

” *Our values define who we are and will remain at the forefront of everything we do.*

Integrity

It's something we live every day when we hold ourselves accountable and deliver results. It is a constant. Those with whom we work and live can rely on us. We align our actions with our words and deliver what we promise. We build and strengthen our reputation through trust.

Excellence

We are dedicated to quality with an acute focus on our customers.

We are determined to serve our customers through innovation, continuous improvement, an intense focus on customer needs, and a dedication to meet those needs and deliver value through our products, services, and solutions to help them succeed.

” *For us, excellence is not only a value; it is a discipline and a means for making the world a better place.*

Teamwork

We are a team, sharing our unique talents to help those we engage, whether at work, home, or in the community. We are one encouraging and supportive team, leading by example and influence, encouraging and supportive to inspire all to maximize their potential.

- We hold ourselves accountable as team members and the responsibility we each have to achieve our collective goals.
- We know that we can produce better results as a team than any of us can achieve alone.
- We recognize and celebrate milestones reminding each other that their best work is recognized and appreciated.

Commitment

- We embrace our responsibilities.
- We understand and focus on the needs of our customers.
- We are committed to the safety of our teams, our customers, and the environment.
- We are each personally accountable for meeting both individual and shared goals.
- We are committed to providing sustainable solutions that best serve our planet and its people.



We are your full-service landscape management partner that is built on integrity and has grown on relationships. The drive to go above and beyond; a collaborative culture that works with you to exceed your project goals; and the capability to leverage innovation to meet emerging trends and keep you at the forefront is LMP.

Construction & Installation

LMP has installed and renovated commercial landscapes throughout Florida for over 30 years. We honor specifications set while using the highest quality material available. Our certified irrigation technicians and crews are capable of installation and repairing of multiple types of irrigation systems.



Landscape Maintenance

Our teams are trained in comprehensive landscape maintenance protocols, from policing a property to removing all debris and hazards. We understand the desire to increase property values, achieve high tenancy and occupancy rates, and drive traffic through visual appeal. We partner with each client to define a custom plan and full scope of services for their unique property goals.



Integrated Pest Management

LMP's Certified Pest Control Operators ensure each property is provided the opportunity to participate in prevention programs designed to mitigate unforeseen expenses to the landscaping budget.



Monitor and Identify Pests

Our IPM program monitors pests and identifies them accurately to make appropriate control decisions with action thresholds. This monitoring and identification remove the possibility that pesticides will be used when they are not needed or that the wrong pesticide will be used.

Horticultural Controls

Horticultural practices such as pruning, mulching, planting pest-resistant trees and shrubs, composting decayed plant material, and using it to improve soil quality also help control pest populations safely and effectively while protecting the environment from chemical overuse.

Chemical Controls

With IPM, the least toxic pesticides are used only when a pest is actively causing severe damage, and there is no spraying on a calendar basis.

Pest Prevention

Pest prevention is a fundamental IPM concept. Prevention involves removing the conditions that might attract a pest or disease or providing it with the food and environment it needs to thrive. Some plants need full sun, some do better in the shade, and some grow best in specific soils. Some need a lot of fertilizer; others need very little. Nothing does well, surrounded by weeds that compete for light, fertility, and water and often harbor insects and diseases.



Irrigation Management

Our team of Certified Irrigation Technicians provides industry-leading installation, maintenance, and repair services to ensure your irrigation system is performing at optimal efficiency. LMP's irrigation technicians are responsible for strict adherence to the best management practices.

Before beginning routine landscape maintenance services at a property, the irrigation teams of LMP are tasked with performing a full audit of the irrigation system, documenting deficiencies from the number of zones, faulty controllers, compromised lines, and potential improvements to hydro zoning practices. The completed audit accompanied by recommendations for improvements, repairs, or replacements is presented to the appropriate property contacts for review and implementation approval.



Floriculture & Enhancements

Since our beginnings in 1991, our **Enhancement and Floriculture** programs have been a differentiator that has made our customers' properties stand out for future residents, prospective tenants, and passersby. Our connection with regional growers benefits our customers greatly by keeping them ahead of new varieties of seasonal colors and plants.

Our **floriculture services** include design, installation and maintenance, and insect and disease control. Our professionally trained team can provide seasonal color that adds depth, increases curb appeal, and sets your property apart, from beds to container gardening to hanging baskets.



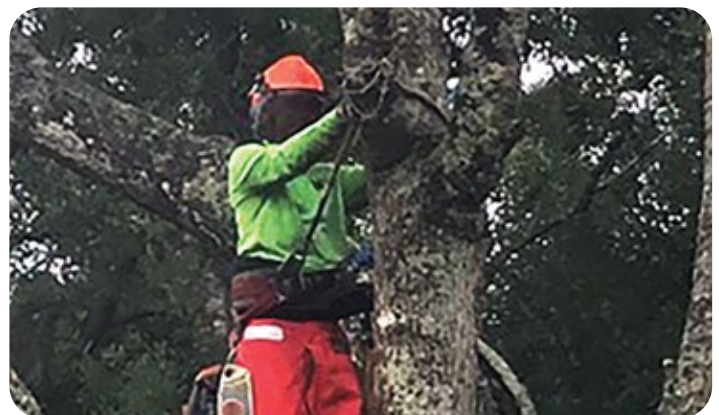
Our **enhancement services** offer a wide range of design options for your property. We provide award winning seasonal color programs and can refresh, refurbish, or replace areas as needed to keep the high-visibility areas of your properties looking their best.

” *LMP's teams are experienced in designing and installing improvements from turf, annuals, trees, shrubs, and inorganic materials to revitalize a community or commercial property.*

Arbor Services

LMP's Arbor team performs services from extensive pruning in the winter and before the onset of hurricane season, cutbacks, tree removal, stump grinding, debris removal, fertilization, and tree installation, as well as relocation services.

The LMP Arbor Care team includes individuals recognized by the International Society of Arborists (ISA) as Certified Arborists and Tree Risk Assessment Specialists. These individuals have the knowledge and experience to discern if not only a tree is at risk for infestation or even death, but they can determine the best diagnostic and treatment tools needed to mitigate any significant damage before its occurrence.



LMP Locations

LMP has three regional locations servicing the greater Tampa Bay area. Each site is structured to provide optimal support to clients by implementing a team approach to accountability. Properties are assigned an Account Manager, responsible for overseeing the property and coordinating services with the Irrigation Manager, Fertilization and Pest Control Manager, and Enhancement Manager regarding services required outside of general maintenance. The Branch Manager is informed of all aspects of the client's needs and requests regarding landscape services and oversees operations and client satisfaction, services, and personnel.

The branches servicing clients in the greater Tampa Bay area include:

Sarasota

1306 Rome Avenue
Sarasota, FL 34243
(941) 556-9404

Serving: Charlotte, DeSoto, Hardee, Manatee, Sarasota
Branch Manager: Christopher Berry

Tampa

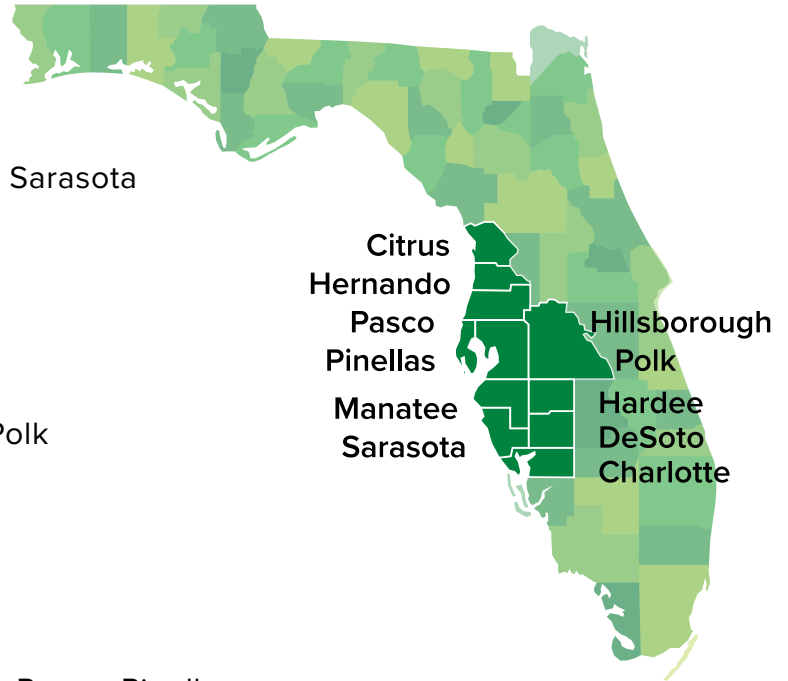
13050 E US Highway 92
Dover, Florida 33527
(813) 757-6500

Areas Served: Hillsborough, Pasco, Pinellas, Polk
Branch Manager: Garth Rinard

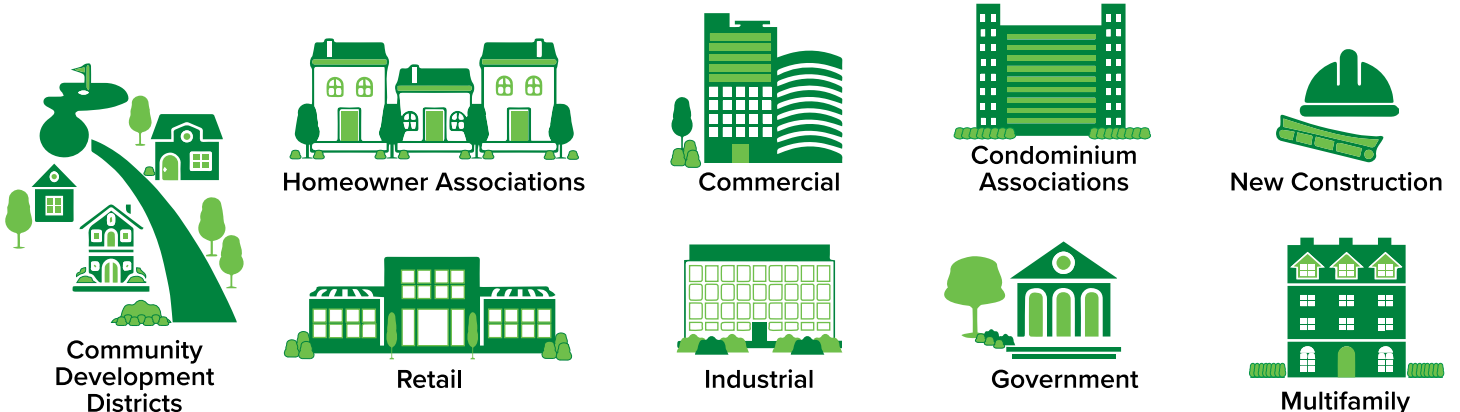
Wesley Chapel

26324 Wesley Chapel Blvd.
Lutz, FL 33559
(813) 406-4465

Areas Served: Citrus, Hernando, Hillsborough, Pasco, Pinellas
Branch Manager: Michael Newsome



Client Profiles



SECTION II The Partnership

Landscape Maintenance Professionals specialize in commercial landscape maintenance, serving all types of businesses in Citrus, DeSoto, Hardee, Hernando, Hillsborough, Pasco, Pinellas, Polk, Sarasota, and Manatee counties.

At LMP, our service delivery model is built to customize a unique experience for each customer we service. We have developed the best practices to meet customer needs through our expertise, experience, resources, and continual awareness.

Receptive & Responsive Customer Service

A great customer experience starts with excellent customer service. Our approach is based on excellent communication, both before the project begins and throughout the entire process. Reliability is peace of mind, and we focus on inspiring change and addressing issues before they become concerns. Clients recognize our integrity and commitment to exceeding their expectations through the beautiful landscapes we provide.

Efficient & Courteous Teams

LMP leadership nurtures teamwork combining common sense with uncommon levels of discipline and persistence. Our legacy is in the details of our professional, punctual and efficient crew members. We work closely with clients to build a strong foundation and ongoing relationship, where we take into account your personal preferences, requirements & expectations.

Experience & Solutions

At LMP, we deliver the highest quality results when and where you need them. Our services are designed to address your commercial property needs. We utilize the best mowing and maintenance techniques with top-of-the-line, well-maintained equipment, bringing the ultimate expert solutions to your landscape and lawn maintenance problems.

Trust, Commitment & Satisfaction

Satisfaction is the result of expectations being met. LMP understands the consistent quality of service is key to your satisfaction. Our LMP quality control measures provide systems that set the standards for operations and outcomes, designed to ensure that every team member can meet those standards and deliver reliable results. We take pride in our work, our name, and our customer's satisfaction.

Environmental, Health & Safety | EHS

Our culture drives continuous improvement by establishing measurable targets and goals. We utilize measurements and accountabilities to monitor and document performance towards goals, oversee improvements, and maintain the effectiveness of our environmental, health, and safety systems.

LMP's safety program is a documented process that is introduced to its employees prior to their first day in the field and continues on a weekly basis with formal 'Tailgate Training Sessions' in addition to daily safety checklist processes. Preventing employees from experiencing exposure to workplace hazards is the backbone of our effective safety program.

LMP commits itself to the safety and well-being of each employee and has practices in place to ensure that its safety awareness and methods are extended to its clients, their properties, tenants and owners, and the public in general.

Bill Maxwell, Safety & Occupational Compliance Manager
MBA
Certified GI-BMP Instructor
OSHA 511 Certification



We're committed to developing systems that drive safe work practices.

At LMP, each employee makes health, safety, and environmental protection integral to all daily work. Our associates are our greatest asset. We're equally committed to environmental stewardship and sustainable initiatives to reduce waste, water, and energy use.

Best Practices for Safety

We are landscapers.

We understand the risks of the equipment we use and don't want anybody injuring themselves. We want people to be safe and to go home to their families at the end of every day as healthy as they started the day. Injuries also have a significant cost effect on the company. Limiting injuries by all means necessary helps us keep our costs low, where we can pass those savings on to our customers. We work hard to maintain our competitive pricing and competitive wages in the commercial landscaping industry.

Training.

Training is the obvious key. As leaders in the business, it is our job to ensure that our staff is well trained in all aspects of their job so that they can perform the tasks of their position in the safest manner possible. Safety training is never over. We have weekly tailgate meetings for every crew to prep them on anything from weather to new equipment to potential hazards of the job. Preparation for safety training is just as crucial as the repetition of best practices in the field. We work hard to plan for a consistent, informative schedule of training modules to keep safety top of mind for all of us.

Personal Protective Equipment.

Every commercial landscape or tree trimming crew employee has specific PPE required to perform their tasks safely and successfully. From boots to earplugs and goggles to safety vests or gloves, our crew leaders ensure that their team is properly outfitted for the work at hand every day.

Safety on the Road.

In addition to constant training on safe driving practices, we use a GPS installed on all field trucks. This system allows us to measure safety by providing minute information on speed traveled, route taken, and an overall safety score that the program assesses daily for each driver. Our crews know this system is in place, holding everyone accountable for keeping safe driving at the forefront.



Drug-Free Workplace



LMP also participates in the Drug-Free Workplace Program (DFWP) and adheres to the guidelines stipulated by the state of Florida. LMP has made it a practice to prevent workplace injuries through a **NO TOLERANCE** for substance violations and abuse. Before a potential candidate is offered the opportunity to join the LMP family, they must participate in and pass a pre-employment drug test. We also perform random testing that occurs monthly, post-accident, and if reasonable suspicion.

Environmentally Sound Solutions

We are always focused on environmentally sound solutions. A well-designed landscape can cost less to build and maintain in the long run by consuming fewer resources. Adopting these principles and practices will improve the health of landscapes. The goal is to assist our clients in increasing their property values and generating long-term environmental benefits.

Provide leadership and effective communication

Key Principle → Evaluation of existing natural resources to preserve and conserve

Key Principle → Implement environmentally sustainable initiatives

Every project holds the potential to conserve, restore and create the benefits provided by healthy ecosystems. Plants and trees grow, soils improve, habitat develops, and in turn, people are nurtured by these environments. These benefits from healthy ecosystems are essential to the health and well-being of all life on this planet. Built landscapes can also provide these benefits if designed, constructed, and maintained sustainably. Unlike buildings, sustainable landscapes appreciate value over time rather than depreciate.

Economic Performance: Sustainability

Key Principle → Eliminate or reduce the use of resources that are difficult or impossible to renew

Key Principle → Conduct life cycle assessments and costing

Key Principle → Produce contingency plans that reflect budget reductions

Key Principle → Make sure plants are properly placed with respect to sunlight, drainage, irrigation, and space requirements

Key Principle → Use integrated pest control practices.

Projects and plans specific to the grounds operations are developed to save water, minimize land degradation, and reduce chemical use and labor cost.

Maintenance Best Practices

Best Practice → Pruning

Prune trees, shrubs, and groundcovers to encourage healthy growth and create a natural appearance. Removing weak branching patterns provides for proper development.

Best Practice → Water Efficiently

Overwatering plants will negatively impact their growth, appearance, and ability to resist pests and disease. When plants are first installed, they require more water to establish and allow the roots to grow deeper into the ground. Once the plants are established and mature, they won't need as much water.

Best Practice → Soil Testing

Florida soils are naturally high in phosphorus; therefore, a soil test should be used to determine if this nutrient should be applied.

Best Practice → Weed Control

Hand pull weeds where chemicals could damage plant material. Where chemical weed control is thought necessary, contractors are encouraged to use the least toxic, target-specific materials and methods.

Best Practice → Insect and Disease Control

Thorough inspections of all plantings for the presence of insect and disease activity.

Improper fertilization can damage plants and the environment.

Do not apply fertilizer on lawn areas within 10 feet of the water's edge.

Keep storm drains free of debris and vegetation.

Minimize or eliminate the use of fertilizer where possible.

Best Practice → Reduce Stormwater Runoff

Special care is taken when using forced air machinery to prevent fertilizers and pesticides from entry into waterways. Keep swales mowed and clear of blockages.

Best Practice → Protect the Waterfront

Fertilizers, pesticides, debris, and eroded soil carried in stormwater can wreak havoc on our water quality.



The LMP Business Resiliency Plan provides our clients and internal departments with a contingency and backup resource structure to ensure continuity of critical business operations. Proactive reaction to emergency events including but not limited to hurricane, terrorist, storm & flood, will be in place to keep your operation intact.

In reaction to any event deemed as critical in nature, LMP will adjust resources and/or work at client properties in a timely and efficient manner to reduce or eliminate impacts to your business operations. This includes but is not limited to the following events:

Hurricane • Named Storm • Other Storm Flood • Fire • Tree Falls • Safety Hazards

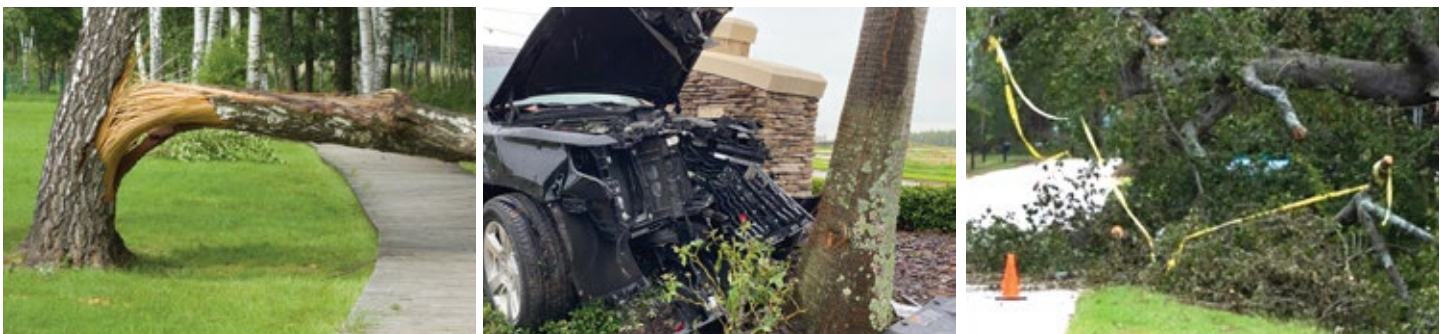
Production

- 1) Reduce standard Production Schedule to minimal needs during event.
- 2) Focus on proactive recovery of specific event.
- 3) Do not add new enhancement or new installation work.
- 4) Delay existing enhancement or new installation work. Delay regularly scheduled maintenance.

Recovery Outline

Resources will be aligned and dispatched upon the all clear from the local authorities.

- 1) Clear Roadways and doorways by cutting and stacking downed tree and branches near roadside
- 2) Clear landscape areas of debris, downed storm fall and stack near roadside
- 3) Remove initial stacked roadside material
- 4) Focus turns to cleanup from buildings out to property boundaries until recovered.



Local Emergency Call List will be provided.

Reports & Inspections

To achieve quality results, your community requires the expertise of a professional landscape management company such as LMP. Our qualified division managers, area managers, irrigation technicians, certified crew members will give your property the quality care your property deserves.

LMP has benchmarks in place to measure the quality of work provided to clients throughout the partnership. To ensure your property is getting the attention it requires, managers perform regular quality checks, in addition to monthly landscape walks. Areas of concern are addressed promptly and communicated to clients. Our goal is to make the customer happy, and we strive to build relationships that make things grow.



MQI Report | Monthly Quality Inspection Report

The MQI Report includes:

- A summary of work completed and work in progress
- Outstanding issues
- Issues resolved during the reporting period
- Outstanding potential change orders
- Current status of active projects with an estimated completion date
- Project pictures as appropriate

Deficient items will be followed up on agreed time frames to ensure compliance.

Your Account Manager will ensure all questions and concerns are addressed.

MI Report | Monthly Irrigation Inspection & Irrigation Service Request

Each month, an LMP irrigation technician will inspect the irrigation system for pressure variations, excessive flow rates, non-uniform distribution of water, faulty valves and wiring, or controller failures or inefficiencies. These inspections will be documented within a report to the assigned Account Manager and appropriate property contact to communicate potential stress on the landscape materials and obtain authorization to make the necessary repairs or improvements.

Fertilization and Pesticide Spray Sheet & Fertilization and Pesticide Report

As the first line of pest control, the IPM program works to prevent pests from becoming a threat. This strategy involves routine monitoring of the landscape to identify and remedy pest outbreaks early before they become widespread. When curative treatment is needed, we target only areas where pests can reduce exposure and environmental impact. | *Documented after any application.*

Truck, Trailer & Equipment Checklist | Weekly

Our service vehicles are well maintained, registered, insured, and operated only by responsible licensed personnel. We replace our mowers every three years and replace our trucks every five to 10 years. We employ full-time mechanics to perform preventive maintenance and repairs at each branch, so our equipment runs well for as long as possible. We have a regular schedule for maintaining equipment, so downtime is limited while machines are being repaired. Each quarter, we review the condition of all pieces of our fleet to continue to plan for repairs and replacements proactively.

MQI Report | Monthly Quality Inspection Report



P.O. 267 Seffner, Florida 33583
 (813)757-6500 (813)757-6501
 www.LMPPRO.com

Monthly Quality Inspection Report

Submitted by	
Date	
Reference #	
Location	

General Information	
Property	
Location	
Supervisor	
Supervisor Email	
Branch Manager	
Branch Manager Email	
Date of Inspection	

Details		Photos
Grade		
Notes		

15 categories are graded during our MQI with photos and notes.

Palm Pruning		Photos
Grade		
Notes		

Overall Cleanliness		Photos
Grade		
Notes		

Photos of site conditions document existing conditions and demonstrate improvements moving forward.

Plant Insect & Disease Control		Photos
Grade		
Notes		

Plant Fertility		Photos
Grade		
Notes		



MQI Report | Monthly Quality Inspection Report | *continued*

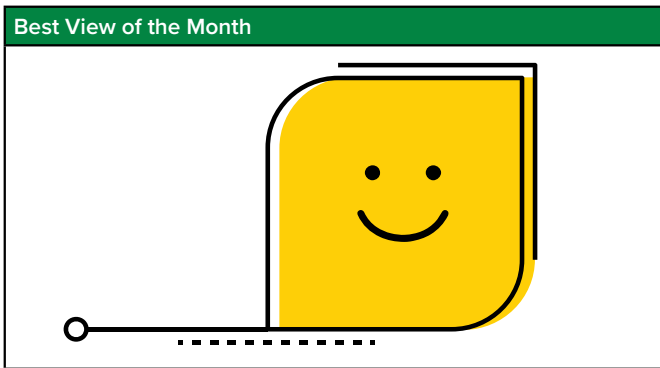
Mowing Functions		Photos
Grade		
Notes		
Tree Pruning		Photos
Grade		
Notes		
Turf Insect & Disease Control		Photos
Grade		
Notes		
Weed Control Bed Areas		Photos
Grade		
Notes		
Water Irrigation Management Notes		Photos
Grade		
Notes		
Shrub Pruning		Photos
Grade		
Notes		
Mulching		Photos
Grade		
Notes		
Turf Weed Control		Photos
Grade		
Notes		

This is a condensed version of a detailed MQI report highlighting the specifics we monitor.

Monthly Quality Inspection Report | continued

MQI Report | Monthly Quality Inspection Report | *continued*

Notes to Client



		%
		%

LMP Landscape Maintenance Professionals, Inc.SM

Built on Integrity. Grown on Relationships.

Monthly Quality Inspection Report | continued

Monthly Irrigation Inspection



P.O. 267 Seffner, Florida 33583
 (813)757-6500 (813)757-6501
 www.LMPRO.com

Irrigation Inspection Report

Property	Date
	Technician
	Arrive
	Depart

Clock Type #												
Battery Date		Confirm Time Date	Yes	Time Date Adjust	Y	N	Rain Sensor	ok	bad	Battery Replaced	Y	N

Notes

Start	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Pgm A 1							
Pgm A 2							
Pgm B 1							
Pgm B 2							
Pgm C 1							
Pgm C 2							
Pgm D 1							

Technician Us Only Additional Charges prepared on Standard Invoice			
Labor	Hours	Rate	Amount
Supervisor			\$
Technician			\$
Total Labor Charges			\$

Materials	Quantity	Unit	Extended

Our Irrigation Inspection monitors your irrigation system and includes regular inspections to detect leaks, blockages or part failures. It also includes routine sprinkler head cleaning and adjustments.

Zone	Type	A	B	C	D	Zone Information
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
Season Adjust %						
Run Time						

Total Materials			\$
Total Labor			\$
Grand Total			\$

Bill to

Fertilization & Pesticide Spray Sheet



P.O. 267 Seffner, Florida 33583
 (813)757-6500 (813)757-6501
 www.LMPPRO.com

Fertilization & Pesticide Spray Sheet

Submitted by			
Date		Date Submitted	
Client			

	TU	OR	TR	PLM	AN	1	2	3	4	5
Fertilization										
Insect										
Disease										
Other										

Description of Problem

Our landscape services involve quickly identifying the exact insects plaguing your yard. Our Technicians are trained and knowledgeable on how to treat and minimize the impact of insects, fungi and diseases.



Scouted By		Scout Date	
------------	--	------------	--

Notes

Technician			Schedule Date	
Completed?	Yes	No	Date Completed	
Follow up	Yes	No	Follow-Up Date	
			Date Completed	

Fertilization & Pesticide Report



Truck, Trailer & Equipment Checklist

Location			
Date		Vehicle #	
		Trailer #	

Technician		Air Temp		Wind Speed Direction		Precipitation		Arrive	
Helper								Depart	
Instructions Technician Notes								Complete	

These applications will be applied using our LMP spray vehicles and personnel applying both liquid and granular products at the proper rates per material label and under EPA guidelines and restrictions.

INSECTICIDE	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE
FUNGICIDE	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE
HERBICIDE (S) *	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE
HERBICIDE (NS)*	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE
FERTILIZER	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE
OTHER	OZ LBS	GALLONS	SQ FT	TARGET	METHOD	FLOW RATE

DAILY CHECKLIST											
SUPPLIES						VEHICLE		EQUIPMENT			
Label Book	SDS Book	Spill Kit	Cones	Safety Glasses		Oil Check		Oil Check			
Vest	Face Shield	Boots	Nitrile Gloves	Resperator		Water Level Check		Hydro Oil Check			
First Aid Kit	Posting Signs	Marker	Irr. Flags Pink	ISR?		Cleaned		Cleaned			



Truck, Trailer & Equipment Checklist

LMP Landscape Maintenance Professionals, Inc.SM
 P.O. 267 Seffner, Florida 33583
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 www.LMPPRO.com

Truck, Trailer & Equipment Checklist			
Date		Vehicle #	Trailer#
Driver			

Crew 1	Crew 3	Crew 5		
Crew 2	Crew 4	Crew 6		
ONE	Arrive	Depart		
	Round-Up	oz. Tribune	oz. Spreader Sticker	oz. Gallons
	Arrive	Depart		
TWO	Round-Up	oz. Tribune	oz. Spreader Sticker	oz. Gallons
	Arrive	Depart		
	Round-Up	oz. Tribune	oz. Spreader Sticker	oz. Gallons
THREE	Arrive	Depart		
	Round-Up	oz. Tribune	oz. Spreader Sticker	oz. Gallons
	Round-Up	oz. Tribune	oz. Spreader Sticker	oz. Gallons

Safety is a top priority!
 We're committed to developing systems that drive safe work practices.

Tools Inventoried?	
Equipment Inventoried?	

EQUIPMENT	Fire Extinguisher	<input type="checkbox"/>
	SDS Book	<input type="checkbox"/>
	Emergency Packet	<input type="checkbox"/>
	Registration - Truck Trailers	<input type="checkbox"/>
	Jack + Lug Wrench	<input type="checkbox"/>
	Driver's License	<input type="checkbox"/>
	Tool Box	<input type="checkbox"/>
	Traffic Cones Signs	<input type="checkbox"/>

TRUCK		Pre	Post		Pre	Post
	Engine Oil	<input type="checkbox"/>	<input type="checkbox"/>	Running Lights	<input type="checkbox"/>	<input type="checkbox"/>
Brake Fluid	<input type="checkbox"/>	<input type="checkbox"/>	Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>	
Coolant	<input type="checkbox"/>	<input type="checkbox"/>	Brakes	<input type="checkbox"/>	<input type="checkbox"/>	
Washer Fluid	<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="checkbox"/>	<input type="checkbox"/>	
Wipers	<input type="checkbox"/>	<input type="checkbox"/>	Tire Tread Wear	<input type="checkbox"/>	<input type="checkbox"/>	
Headlights	<input type="checkbox"/>	<input type="checkbox"/>	Tire Pressure	<input type="checkbox"/>	<input type="checkbox"/>	
Tailgates	<input type="checkbox"/>	<input type="checkbox"/>	Clean	<input type="checkbox"/>	<input type="checkbox"/>	

TRAILER		Pre	Post		Pre	Post
	Running Lights	<input type="checkbox"/>	<input type="checkbox"/>	Safety Chain	<input type="checkbox"/>	<input type="checkbox"/>
Brake Lights	<input type="checkbox"/>	<input type="checkbox"/>	Tire Tread	<input type="checkbox"/>	<input type="checkbox"/>	
Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>	Tire Pressure	<input type="checkbox"/>	<input type="checkbox"/>	
Hazards	<input type="checkbox"/>	<input type="checkbox"/>	Hitch Pin & Ball Lock	<input type="checkbox"/>	<input type="checkbox"/>	
Wire Harness	<input type="checkbox"/>	<input type="checkbox"/>	Plug Connection	<input type="checkbox"/>	<input type="checkbox"/>	

	Equipment Assignments - Unit#s						Transfers		Equipment Maintenance Status					
	#	OPR#	#	OPR#	#	OPR#	Crew	PM	clean	blades	oil	filter	grease	repair
Mower - Rider									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Mower - Walk Behind									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Mower - Push									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Edger									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Line Trimmer									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Blower									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Hedge Trim - Extended									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Power Pruner									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>
Chain Saw									yes <input type="checkbox"/>	<input type="radio"/> sharp <input type="radio"/> changed	<input type="checkbox"/> checked	<input type="checkbox"/> cleaned	yes <input type="checkbox"/>	emailed <input type="checkbox"/>

Onboarding

Kick-off Meeting

LMP's initial focus is on learning the property with all project start-ups by performing a complete property-wide inspection and analysis of turf, plant material, and irrigation systems.

Prior to commencing service on any property, a **thorough walk of the property** is performed with the **Account Manager** and **Crew Leader**, where all areas of particular interest or special instructions are identified. A report will document the entire property through photographs and provide the client with a detailed report on the conditions of the property, followed by a **Project Kick-off meeting** where we will ensure specifications are in line with expectations.

- Review assessment from property walk-through.
- Review the initial operational plan to confirm the scope of work and expectations.
- Identifying service areas, required periods to perform various services, as well as a map for mowing and detail work.



Establish Vision & Deliverables



Project Planning



Project Goals



Roles & Responsibilities



Onboarding

Irrigation

LMP will perform a full irrigation system inspection to identify any deficiencies to the current system and a cost component for addressing the issues.

Projected Chemical Applications

We find that until we know the actual integrity of the irrigation system, it limits our ability to apply many chemicals, including fertilizers. This is because so many chemicals need access to water following an application, or the application will damage the plant material.

Setting Timelines & Expectations

As with any new initiative or project, there will be a learning curve as LMP becomes familiar with the property; however, it is our goal to have that learning curve minimized through the development of a solid operational plan. As LMP is learning the nuances of the property, we would like the client to be aware that we are inspecting systems and layouts to ensure we have accurate information to share regarding:

Additionally, it is standard practice for key members of LMP's project team to schedule a **Progress Review**, to review the progress of the property with photographs taken over the course of the partnership at designated locations.



Project Management



Kick-Off Meeting



Execution



Deliver

Orlando Castillo | President & CEO

What does it mean to you to be a landscape professional?

I worked hard in the field, educating myself in the trenches. For many years, I labored learning all aspects of exterior grounds services, from mowing, weeding, and edging to insect/disease control to irrigation. Before the advent of technology, I would carry books around in my truck to help me diagnose issues I would come across. When I could, I would attend horticulture classes at night to earn the right and privilege to call myself a professional. It is my greatest accomplishment, and I embrace it with pride and satisfaction.

What motivates you on a Monday morning?

I am motivated knowing that I will spend the day visiting job sites to perform quality assurance inspections. It is exciting to have the opportunity to see the products our team produces and spend time with them in the field to talk about the property and the product.

I get to share the experience and knowledge I learned over the years with these men and women, and I can learn from them when we are in the field together.



Scott Carlson | Vice President & GM

What does it mean to you to be a landscape professional?

Having had the opportunity to begin a career as a golf professional at a very young age, I developed a love for well-groomed landscapes. They create a sense of calm and appreciation with their color and lines, and I am proud to know that I contribute to that by being a landscape professional.

I enjoy having the opportunity to watch the men and women in the organization grow in their confidence and creativity and hear the positive feedback from our clients and the compliments we receive from members of the public for our work.

What motivates you on a Monday morning?

I get excited knowing that the day and the week are going to present both challenges and opportunities. Challenges are just opportunities for us to refine our processes and train our people to ensure we provide a quality product beyond what our clients are anticipating.

The opportunities are just an extension of the challenges. Over the ten years, I have been with LMP, I have watched the organization grow organically as our clients refer us to their partners. I have had the privilege of watching the LMP family members grow, develop, and advance in their careers, and it continues to bring me enjoyment.



Garth Rinard
Dover | Branch Manager



Background

My horticultural career began as a means for an income. What started as a part-time job quickly became a residential lawn service. At the same time, I was engaged in selling residential real estate after completing a business degree at the University of Florida. Eager to learn more about the profession I had become enamored with, I joined a commercial landscape company to further my skill set. I have remained in the business for more than 33 years, acquiring operational knowledge and certifications.

Qualifications

I am a Certified Pest Control Operator specializing in Lawn and Ornamental pests. I am certified in the Green Industries Best Management Practices (GI-BMPs) program for lawn care and landscape maintenance.

Customer Philosophy

Communication is the cornerstone of any relationship; we must understand a client's vision for their landscape and assess how to best provide the services needed to make that vision a reality. The most proactive and comprehensive way to achieve these goals is to communicate consistently, openly, and thoroughly.

Employee Philosophy

Employees are the first-line client of any organization; they are the physical and emotional ambassadors of what a client can expect from an organization regarding commitment, integrity, professionalism, and abilities.

My philosophy is based on the ability to communicate openly and effectively. I focus on making sure my team has high morale and job satisfaction. We make it a practice to train and mentor our employees, ingrain the culture of accountability and teamwork we adopted several years ago and encourage them to grow.

What it Means to Me

To be involved in the green industry is an opportunity to cultivate a healthy environment and future caregivers. In an industry that is continuously evolving, learning opportunities are tremendous. Our responsibility is to share our knowledge and passion with prospective landscapers, horticulturists, and arborists.

Michael Newsome
Wesley Chapel | Branch Manager

Background

I started in the green industry at a very young age. Like many others in the industry, I started with a truck and trailer, running a residential lawn maintenance business during the summers to earn extra income. Soon, I developed a passion for a lush, green lawn and maintaining the landscapes entrusted to me by my clients. I earned a bachelor’s degree in Business Management from Sullivan University and have managed several businesses, from marketing to hospitality. I was able to marry all of those skills and have applied them as a leader in the commercial landscaping and maintenance market of South Florida.

Qualifications

FNGLA Licensed Horticulture Professional
GI-BMP Certified – multiple categories
17+ years of management experience

10+ years managing in the “Green Industry”
Excellent organizational skills
Proven leadership abilities

Customer Philosophy

I aim to develop long-term relationships with each client, listen to their concerns, provide solutions using expert knowledge, and display professionalism. I believe long-term relationships result from keeping an open dialogue, active listening, and providing our clients with proactive communication to ensure their satisfaction. I rely on two core values, honesty, and integrity, and implement them when dealing with any of our clients. We communicate openly and often with our clients, complete items promptly, and follow through when we make a promise. Our clients have chosen us as “stewards” _of their various communities, properties, etc.; therefore, we should be good stewards of what has been entrusted to our organization.

Employee Philosophy

My employees are unique, talented, and full of potential. Every unique individual I have the pleasure of managing leaves a mark on my life. I believe people don’t care how much you know until they know how much you care! My first duty as a manager is to provide each employee with proper training, knowledge, and equipment to ensure they can perform the job I’m asking of them. My goal is to create a positive atmosphere where employees can be themselves, become a part of our success story, and enjoy the work they perform. In this type of environment, we can better utilize those unique skills each employee has to help us execute on the job, but also to help them grow as an individual and an employee moving forward.

What it Means to Me

To be a leader in the green industry means working in a field I’m passionate about and actually enjoying what I do daily! This field has provided so many opportunities for me and others. It’s gratifying to have motivated employees and satisfied customers!



Christopher Berry
Sarasota | Branch Manager



Background

I have been involved in the landscaping industry for more than 15 years now, where I began in the Sarasota area as a supervisor and irrigation technician. Since that time, I have had the opportunity to learn about the physical and financial operations of the industry and have been involved in the new construction side of the business and the maintenance side.

Qualifications

I have a background in aviation and have spent time procuring various certifications related to landscaping, including Best Management Practices (BMP), Planning and Management Services, Lake and Wetland Management, Core Pesticide Safety Training. I also have licenses related to Lawn and Ornamental Pesticide Applications and Aquatic Pesticide Applications.

Customer Philosophy

My philosophy is to treat each client with respect and demonstrate that we are professionals operating from a place of integrity, accountability, and experience.

Employee Philosophy

Demonstrate compassion, respect, and trust for each member of your team.
Foster empowerment to help employees own their work and take responsibility for their results.


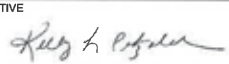
What it Means to Me

The personal satisfaction I receive from helping a customer or an employee means a great deal to me. I find it very rewarding to act as a steward and representative of the landscape industry.

Licensure & Certifications

Our commercial landscapers are degreed, accredited, and certified to handle all aspects from lawn maintenance to plant health diagnosis. Our landscapers receive constant training to ensure that they stay up to date with the latest guidelines, information, and procedures they will be implemented on a day-to-day basis.

Certificate of Insurance

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 07/27/2022			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER Stahi & Associates Insurance, Inc. 110 Carillon Parkway St. Petersburg FL 33716			CONTACT NAME: Chayla Deitz, CISR, CIC PHONE (AG, Ho, Ext): (727) 391-9791 FAX (AG, No): (727) 393-5623 E-MAIL ADDRESS: chayla.deitz@stahinsurance.com				
INSURED Landscape Maintenance Professionals Inc DBA: LMP P O Box 267 Seffner FL 33583-0267			INSURER(S) AFFORDING COVERAGE		NAIC #		
			INSURER A : FCCI Insurance Group		10178		
			INSURER B : Monroe Guaranty Insurance Company		32506		
			INSURER C : National Trust Insurance Company		20141		
			INSURER D :				
			INSURER E :				
			INSURER F :				
COVERAGES CERTIFICATE NUMBER: CL2272761886 REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$1,000 PD Deductible GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			GL10007876800	08/01/2022	08/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA10007877100	08/01/2022	08/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UM / UIM \$ 500,000 / 500,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB10007876600	08/01/2022	08/01/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 Personal & Adv Injury \$ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC01000787200	08/01/2022	08/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Leased or Rented Equipment			CM10007876900	08/01/2022	08/01/2023	Limit \$75,000 Deductible \$2,500
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							
CERTIFICATE HOLDER				CANCELLATION			
Information Purposes Only XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX FL				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			

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ACORD 25 (2016/03)

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Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Landscape Maintenance Professionals, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
PO BOX 267

6 City, state, and ZIP code
Seffner, FL 33583

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

5	9	-	3	6	1	3	6	6	5
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Date ▶ 1-3-23

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Business Tax Receipts

2022 - 2023 HILLSBOROUGH COUNTY BUSINESS TAX RECEIPT OCC. CODE 330.000010 NURSERY/PLANT	EXPIRES SEPTEMBER 30, 2023	ACCOUNT NO. 241489 RENEWAL	Receipt Fee 30.00 Hazardous Waste Surcharge 40.00 Law Library Fee 0.00
2022 - 2023			
BUSINESS LMP INC TREE & SHRUB 13050 US 92 E DOVER, FL 33527 LMP INC TREE & SHRUB PO BOX 267 MAILING SEFFNER, FL 33583 ADDRESS	Paid 21-0-596865 09/13/2022 70.00		
BUSINESS TAX RECEIPT		NANCY C MILLAN, TAX COLLECTOR 813-435-5200 <small>THIS BECOMES A TAX RECEIPT WHEN VALIDATED.</small>	

2022 - 2023 HILLSBOROUGH COUNTY BUSINESS TAX RECEIPT OCC. CODE 290.030001 LAWN MOWING/LANDSCAPING SERVICE MORE THAN 3 EMPLO20 Employees	EXPIRES SEPTEMBER 30, 2023	ACCOUNT NO. 25734 RENEWAL	Receipt Fee 150.00 Hazardous Waste Surcharge 40.00 Law Library Fee 0.00
2022 - 2023			
BUSINESS LANDSCAPE MAINTENANCE PROFESSIONALS INC 13050 E 92 HWY DOVER, FL 33527 LANDSCAPE MAINTENANCE PROFESSIONALS INC PO BOX 267 MAILING SEFFNER, FL 33583 ADDRESS	Paid 21-0-601508 09/15/2022 190.00		
BUSINESS TAX RECEIPT		NANCY C MILLAN, TAX COLLECTOR 813-435-5200 <small>THIS BECOMES A TAX RECEIPT WHEN VALIDATED.</small>	

2022 - 2023 HILLSBOROUGH COUNTY BUSINESS TAX RECEIPT OCC. CODE 330.001009 RETAIL STORE WITHOUT HAZARDOUS WASTE SURCHARGE	EXPIRES SEPTEMBER 30, 2023	ACCOUNT NO. 216156 RENEWAL	Receipt Fee 30.00 Hazardous Waste Surcharge 0.00 Law Library Fee 0.00
2022 - 2023			
BUSINESS LANDSCAPE MAINTENANCE PROFESSIONALS INC 13050 E HWY 92 DOVER, FL 33527 LANDSCAPE MAINTENANCE PROFESSIONALS INC PO BOX 267 MAILING SEFFNER, FL 33583 ADDRESS	Paid 21-0-601508 09/15/2022 30.00		
BUSINESS TAX RECEIPT		NANCY C MILLAN, TAX COLLECTOR 813-435-5200 <small>THIS BECOMES A TAX RECEIPT WHEN VALIDATED.</small>	

PASCO COUNTY BUSINESS TAX RECEIPT		2023 Expires September 30th						
Issued pursuant to and subject to Florida Statutes and Pasco County Ordinances. Issuance does not certify compliance with zoning or other laws. This receipt must be posted conspicuously in place of business.								
ACCOUNT #: 89302 SIC CODE: 0781.01 LANDSCAPE MAINTENANCE PROFESSIONALS INC PO BOX 267 SEFFNER, FL 33583-0267	MIKE FASANO TAX COLLECTOR PASCO COUNTY FLORIDA	TYPE OF BUSINESS LANDSCAPING SERVICE STATE LICENSE # /or COUNTY COMP CARD # OWNER/QUALIFYING AGENT CASTILLO ORLANDO JR, CARLSON SC LOCATION ADDRESS: 26324 WESLEY CHAPEL BLVD LUTZ, FL 33559-7208 MOBILE BUSINESS <table border="0" style="width: 100%; font-size: 0.8em;"> <tr> <td>DATE</td> <td>RECEIPT</td> <td>AMOUNT</td> </tr> <tr> <td>09/22/2022</td> <td>22-0-137794</td> <td>113.75</td> </tr> </table>	DATE	RECEIPT	AMOUNT	09/22/2022	22-0-137794	113.75
DATE	RECEIPT	AMOUNT						
09/22/2022	22-0-137794	113.75						

Florida Agriculture Dealer License



State of Florida
Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

Registration No.: **AD1294**
Issue Date: October 19, 2022
Expiration Date: November 4, 2023

POST CERTIFICATE
CONSPICUOUSLY

License as Dealer in Agriculture Products

Section 604.15-604.30, Florida Statutes

LANDSCAPE MAINTENANCE PROFESSIONALS, INC.
13050 E US HIGHWAY 92
DOVER, FL 33527-4106

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

Certificate of Nursery Registration



Florida Department of Agriculture and Consumer Services

B108113

CERTIFICATE OF NURSERY REGISTRATION

Section 581.131, F.S. and Rule 5B-2.002, F.A.C
1911 S.W. 34th St. P.O. Box 147100, Gainesville, FL 32614-7100 (352) 395-4700

NICOLE "NIKKI" FRIED
COMMISSIONER

ISSUED TO:

LMP INC. TREE AND SHRUB
CASTILLO, ORLANDO
PO BOX 267
SEFFNER, FL 33583-0267

THIS CERTIFICATE EXPIRES: 01/21/2023

FEE PAID: \$100.00

REGISTRATION NO.: 48009485

DATE ISSUED: 01/21/2022

THIS IS TO CERTIFY that the nursery stock on the premises of the nursery shown hereon has been inspected for plant pests and meets at least the minimum requirements of Section 581.131, Florida Statutes.

THIS CERTIFICATE OF REGISTRATION MUST BE DISPLAYED or in the immediate possession of any person engaged in the sale or distribution of nursery stock.

NICOLE "NIKKI" FRIED
Commissioner of Agriculture

FDACS-08002 Revised 05/05



CITY OF CLEARWATER
 PLANNING & DEVELOPMENT DEPARTMENT
 Post Office Box 4748, Clearwater, Florida 33758-4748
 Municipal Services Building, 100 South Myrtle Avenue, Clearwater, Florida 33756
 Telephone (727) 562-4005

REG-0023075

2022-2023 BUSINESS REGISTRATION

THIS REGISTRATION MUST BE IN YOUR POSSESSION WHEN WORKING IN CLEARWATER.

Owner Name/Address: LANDSCAPE MAINTENANCE PROFESSIONALS INC P O BOX 267 SEFFNER, FL 33583
 Business Name: LANDSCAPE MAINTENANCE PROFESSIONALS INC REGISTRATION

Category: 038320 Contractor: Landscaping/tree surgery
 Quantity: 038330 Contractor: Lawn, yard and garden care
 REGISTRATION / HILLSBOROUGH CO / DACS #68795-5

CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS

LICENSE	PERIOD BEGINNING	PERIOD ENDING	PRINT DATE	
2022-2023	October 1, 2022	September 30, 2023	October 12, 2022	
	FEE TYPE	CHECK NO	RECEIPT	YES
Registration Fee		20715	669560	28.00
TOTAL RECEIVED			28.00	

THE ISSUANCE OF A LOCAL BUSINESS TAX RECEIPT DOES NOT PERMIT THE HOLDER TO VIOLATE ANY ZONING LAWS OF THE CITY OF CLEARWATER NOR DOES IT EXEMPT THE HOLDER FROM ANY OTHER LICENSE, PERMIT OR IMPOSED TRAFFIC IMPACT FEES.

ANY CHANGE IN THE BUSINESS LOCATION, NAME, OR OWNERSHIP MUST BE APPROVED BY THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT.

NON-REFUNDABLE

Lina O. Clayton
 LINA O. CLAYTON, DIRECTOR
 CLEARWATER, FLORIDA

**State of Florida
 Department of State**

I certify from the records of this office that LANDSCAPE MAINTENANCE PROFESSIONALS, INC. is a corporation organized under the laws of the State of Florida, filed on December 16, 1999.

The document number of this corporation is P99000109381.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on May 20, 2021, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-third day of June, 2021



Ronald R. Lee
 Secretary of State

Tracking Number: 3092353492CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
<https://services.sunbiz.org/filing/CertificateOfStatus/CertificateAuthentication>

Operating Permits



**STATE OF FLORIDA
 DEPARTMENT OF HEALTH
 Operating Permit**

29-57-901419 29-BID-6108309

Limited Use Water - LU Commercial

Issued To: Landscape Maintenance Professionals (Castillo, Orlando)
 13070 US 92 Highway
 Dover, FL 33527
 County: Hillsborough
 Amount Paid: \$140.00
 Date Paid: 09/09/2022
 Issue Date: 10/01/2022

Mail To: Orlando Castillo (Landscape Maintenance Professionals, Inc)
 PO Box 267
 Seffner, FL 33583
Permit Expires On: 09/30/2023

Owner: Landscape Maintenance Professionals, Inc (Castillo, Orlando)
 Issued By: Department of Health in Hillsborough County
 P O Box 5135
 Tampa, FL 33675
 (813) 307-8059



**STATE OF FLORIDA
 DEPARTMENT OF HEALTH
 Operating Permit**

29-QH-941392 29-BID-6106161

OSTDS - Operating - Industrial or Manufacturing

Issued To: Landscape Maintenance Professionals, Inc.
 13050 E US 92 Highway
 Dover, FL 33527
 County: Hillsborough
 Amount Paid: \$150.00
 Date Paid: 09/09/2022
 Issue Date: 10/01/2022

Mail To: Landscape Maintenance Professionals, Inc.
 13050 E US 92 Highway
 Dover, FL 33527
Permit Expires On: 09/30/2023

Owner: Landscape Maintenance Professionals Inc. (,)
 Issued By: Department of Health in Hillsborough County
 P O Box 5135
 Tampa, FL 33675
 (813) 307-8059



E-Verified





Certified Horticulture Professional & Landscape Design
Paula Means
Chris Holt
Michael Newsome
Tyree Brown

Florida Nursery, Growers, and Landscape Association (FNGLA) Florida-Friendly Landscaping Certified Professionals (FFLCP) These trained professionals have demonstrated the ability to recognize and address common landscape issues using environmentally sustainable landscape management practices that help preserve and protect Florida’s water and natural resources.



LMP customizes horticultural care to your plantings and your property’s requirements. Thanks to this knowledge and expertise, we provide top quality, expert horticulture service in all areas of your landscaping, including tree and shrub planting and care; flower bed design, planting, and care; lawn care and maintenance; container planting, and more.

LMP Guiding Principles

- Improve User Experience
- Create Unity through Consistency & Repetition
- Strong Lines make for Strong Designs
- Straight Lines vs Curved Lines
- Keep Balance & Symmetry in Mind
- Direct attention with Form, Shape, & Scale
- Inspire Emotional Context with Texture & Color
- Design for People



Certified GI-BMP Instructor

Green Industries Best Management Practices (GI-BMPs) is an educational program for lawn-care and landscape maintenance people. The GI-BMP program teaches environmentally safe landscaping practices that help conserve and protect Florida's ground and surface waters.



GI-BMP Certifications

Alvaro Balderrama	GV405725-1	Chris Holt	GV915580-1	Thomas Nelson	GV12398-2
Manuel Barron	GV401468-1	Leon Jennings	GV4512-1	Carlos Picazo	GV29838-1
Ismael Bello	GV401469-1	Miguel Jesus	GV401765-1	Ledarin Ragins	GV405390-1
Joseph Bond	GV29832-1	Felix Laporte	GV402063-1	Jose Reyes	GV397993-1
Tyree Brown	GV18611-1	Robert Law	GV12409-1	Scott Richardson	GV402210-1
Nelson Calderon	GV18173-2	William Leavens	GV20498-1	Jose Rios	GV910340-1
Scott Carlson	GV11210-1	Auner Lopez	GV397988-1	Victor Rubio-Balli	GV401768-1
RigoBerto Cruz	GV911954-1	Andres Lopez	GV14789-1	Walter Ruiz	GV440539-1
Mike Davidson	GV405387-1	David Manfrin	G29844-1	Jose Ruiz	GV397996-1
Luis Diaz	GV911027-1	Samuel Martel	GV406648-1	Nicholas Sanborn	GV405393-1
Marvin Diego	GV401762-1	David Mason	GV14131-2	John Sindelar	GV405393-1
William Driskell, Sr.	GV19062-1	William Maxwell	GV916046-1	Steve Small	GV29846-1
Maria Felix	GV911322-1	Paula Means	GV34217-1	Kevin Toole	GV406651-1
Stephen Fletcher	GV19329-1	Angel Miron	GV397990-1	Jose Torres	GV912633-1
David Fontanez	GV401471-1	Gabriel Miron	GV397716-1	Bonifacio Villegas	GV23038-1
William Gipp	GV000037-1	Angel Monterroso	GV401763-1	Alvin Windham	GV911478-1
David Gomez	GV4613-1	Jose Montiel	GV911957-1		

Florida Department of Agriculture and Consumer Services (FDACS)

Unfortunately, the same climate that makes Florida so ideal for gardening also provides conditions in which insects thrive. Many different insects attack our landscape and garden, and it's difficult to predict from one season to the next which of these pests will cause problems. A successful pest management program includes the ability to properly identify pests, monitor populations, and evaluate control methods based on the level of need. Our PMPs are skilled in the science of solving pest problems, and certified by the FDACS in the safe use, storage, and disposal of pesticides according to federal and state laws.



Limited Commercial Fertilizer Applicator Licenses

Nelson	Calderon	LF233541
Alex	Figueroa	LF242457
Stephen	Fletcher	LF219686
Carlos	Gomez	LF225682
David	Mason	LF279730
Scott	Richardson	LF263836
Jose	Rios	LF284218
Robert	Tabone	LF184018
Bonifacio	Villegas	LF219742

Pest Control Operator

Scott	Richardson	JF327415
Garth	Rinard	JF159948
Robert	Tabone	JF250513

Limited Lawn & Ornamental Management Operator

Alex	Figueroa	JF287006
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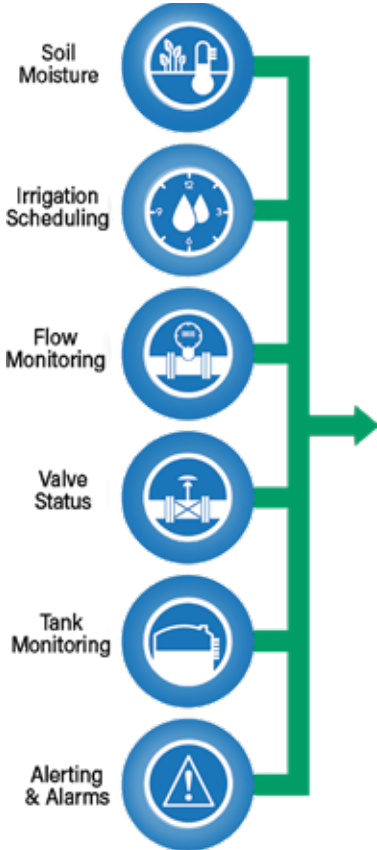
Pesticide Applicator License

Ramon	Barbosa	JE327033	Andres	Melo	JE266670
Joseph	Bond	JE207834	Angel	Miron	JE284078
Ricardo	Burgos-Sepulveda	JE252127	Gabriel	Miron Torres	JE201115
Nelson	Calderon	JE186565	Edgardo	Navarro	JE201115
Candido	Gaspar Juan	JE272937	Hector	Ortiz	JE280379
Michael	Davidson	JE116766	Esteban	Portillo-Castro	JE307203
Luis Ernesto	Diaz	JE266583	Ledarin	Ragins	JE205518
Alex	Figueroa	JE243326	Sotero	Ramos	JE277849
Stephen	Fletcher	JE199332	Scott	Richardson	JE254469
Carlos	Picazo Gomez	JE201112	Garth	Rinard	JE29820
Nayeli	Gomez Diaz	JE325314	Jose	Rios	JE283843
Alejandro	Juarez	JE252128	Rueben	Rivero Hernandez	JE280376
Rigaud	Lafortune	JE262585	Sergio	Rojas	JE257142
Felix Carlos	Laporte	JE237375	Jose	Ruiz	JE230001
Robert	Law	JE136722	Nicholas	Sanborn	JE170039
William	Leavens	JE138769	Roman	Santa Maria	JE312806
Auner	Lopez	JE243116	Luis	Santana	JE280377
Andres	Lopez Juan	JE257877	Steven	Small	JE170038
Erwing	Martinez	JE49895	Robert	Tabone	JE52727
David	Mason	JE174601	Lorenzo	Vargas	JE206681
William	Maxwell	JE309033	Bonifacio	Villegas	JE204496
Paula	Means	JE287366			

Irrigation Certifications

Landscape Maintenance Professionals, Inc. is a licensed and insured certified irrigation system contractor that employs numerous certified irrigation technicians. The LMP Irrigation team is dedicated to providing the highest quality and the highest standard of customer satisfaction. We are fully vetted and ready to give the best solution for your commercial irrigation project.

Our goal at LMP is to provide each customer with the proper volume of sprinkler head coverage to move water around their lawn efficiently.



Javier Bellido
has successfully completed the
X2 Controller Specialist
ONLINE TRAINING PROGRAM



Sam Martel
has successfully completed the
Hunter Product Technician
ONLINE TRAINING PROGRAM



Jonathan Lopez

has successfully completed the
S.T.A.R. Distributor
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
ACC and Two-Wire Systems Controller Specialist
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
Hydrawise™ Simplifying Your First Controller Installation
1-HOUR WEBINAR

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Hunter



Jonathan Lopez

has successfully completed the
The Power of Centralus™ Irrigation Management and EZ Decoder System
1-HOUR WEBINAR
JUNE 26, 2019

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Hunter

Jonathan Lopez

has successfully completed the
Irrigation Installation Fundamentals
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
I-Core Controller and Dual Decoder System
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
Hunter Core Product Specialist
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
Hunter Advanced Product Specialist
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Jonathan Lopez

has successfully completed the
Hunter Product Technician
ONLINE TRAINING PROGRAM

Philipp Fehrsch
PHILIPPO F. DE O. DE O. DE O.
Product Training Manager

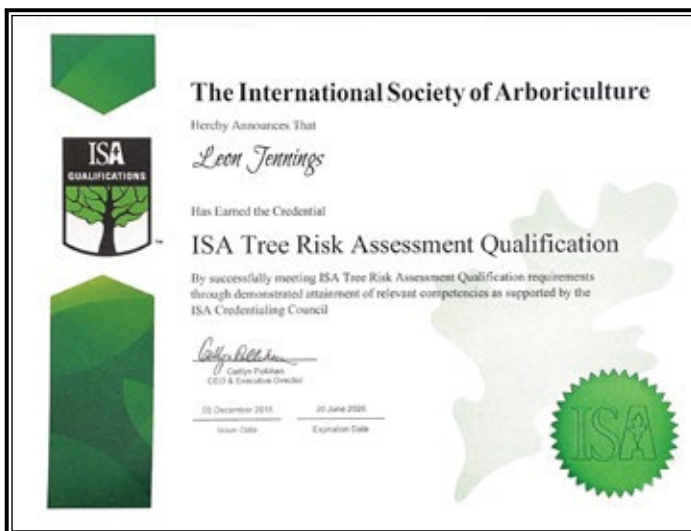
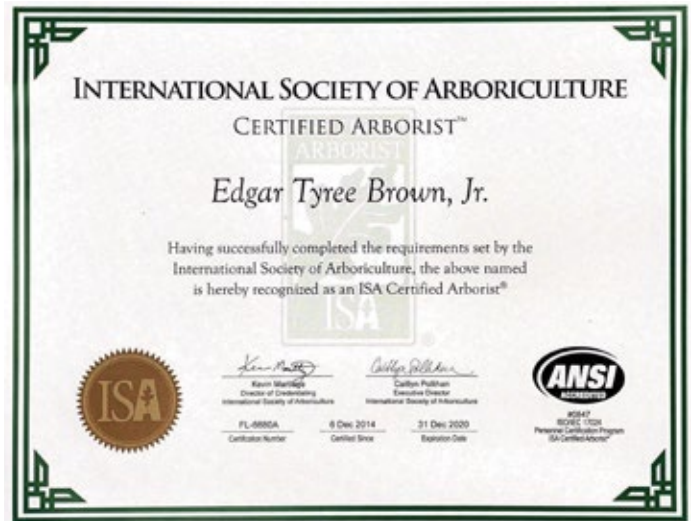
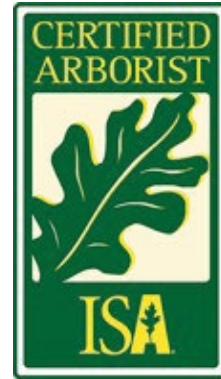
Todd S. Polster
TODD S. POLSTER
Site President, Marketing
Landscape Integration and Outdoor Lighting

Hunter

Arbor Certifications

An arborist, by definition, is an individual trained in the art and science of planting, caring for, and maintaining individual trees. Arborists are knowledgeable about the needs of trees and are trained and equipped to provide proper care. Hiring an arborist is a decision that should not be taken lightly.

Proper tree care is an investment that can lead to substantial returns. Well-cared-for trees are attractive and can add considerable value to your property. Poorly maintained trees can be a significant liability. Pruning or removing trees, especially large trees, can be dangerous work. Tree work should be done only by those trained and equipped to work safely in trees.



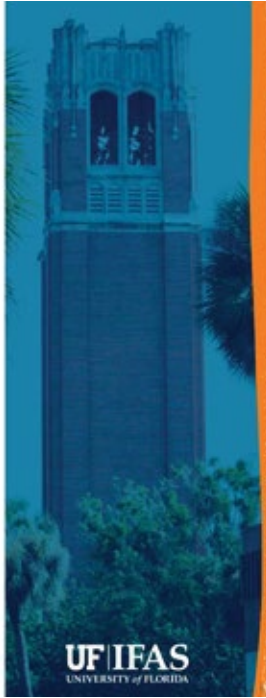
Arbor Certifications



We Abide By The Arborist Code of Ethics!

- 1) Strive for continuous self-development by increasing their qualifications and technical proficiency by staying abreast of technological and scientific developments affecting the profession.
- 2) Not misuse or omit material facts in promoting technical information, products or services if the effect would be to mislead or misrepresent.
- 3) Hold paramount the safety and health of all people, and endeavor to protect property and the environment in the performances of professional responsibilities.
- 4) Accurately and fairly represent their capabilities, qualifications and experience and those of their employees and/or agents.
- 5) Subscribe to fair and honest business practices in dealing with clients, suppliers, employees and other professionals.
- 6) Support the improvement of professional services and products through encouraging research and development.
- 7) Observe the standards and promote adherence to the ethics embodied in this code.

International Society of Arboriculture, Florida Chapter



Continuing Education CERTIFICATE OF COMPLETION

LMP supports the professional development of employees. It helps our employees—and the organization overall—stay current and competitive. Committing to our employees’ continuing education is an investment, but this investment pays for itself over time.

- Creates New Leaders**
- Improves Productivity**
- Increases Employee Satisfaction and Engagement**
- Maintains Licensure**
- Develops New Skills**
- Creates a Healthier Workplace**
- Reduces Turnover**

Joseph Bond	Computer Pest Management	JE207834
Luis Diaz	More Than Ladybugs: Biocontrol for The Urban Landscape	JE266583
Alex Figueroa	4 Hr Core Course II	JF287006
Alex Figueroa	Ornamental and Turf Pests and Diseases	JF287006
Alex Figueroa	White Grubs in Turfgrass	JF287006
Alex Figueroa	4 Hr Core Course	JF287006
Felix LaPorte	More Than Ladybugs: Biocontrol for The Urban Landscape	JE237375
Robert Law	Groundwater Basics	JE136722
Robert Law	Pesticide Failure & Resistance	JE136722
Robert Law	“Pesticide Spray Drift”	JE136722
Robert Law	Pesticide Labels & Calculations	JE136722
Sam Martel	Landscape University	GV406648-1
David Mason	Disease Control for Lawn and Ornamentals	JE174601
Hector Navarro	Florida-Friendly Landscaping - GI-BMP Irrigation	JE280379
Scott Richardson	Green Industries Best Management	LF263836
Garth Rinard	Equipment Calibrations and Mixing Pesticide	JF159948
Garth Rinard	“Developing a Healthy Lawn”	JF159948
Garth Rinard	“Be Prepared for an Inspection”	JF159948
Garth Rinard	Major Grasses	JF159948
Garth Rinard	“Pesticide Labeling”	JF159948
Garth Rinard	“L&O 2012...Weeds Near Water”	JF159948
Garth Rinard	Chinch Bugs and Mole Crickets	JF159948
Garth Rinard	Storage of Pesticides	JF159948

Continuing Education CERTIFICATE OF COMPLETION

continued

Garth	Rinard	“Understanding Fire Ants”	JF159948
Garth	Rinard	Harrell’s Customer Appreciation	JF159948
Garth	Rinard	Tackling Take-All Root Rot in Warm Season Golf Turf	JF159948
Garth	Rinard	Using PGR’s in Warm Season Turf - Golf	JF159948
Garth	Rinard	Is Your Water Impacting Product Performance	JF159948
Garth	Rinard	Water, Pesticides and Profits in Urban Agriculture	JF159948
Garth	Rinard	Maximizing Fertilizer Efficiency	JF159948
Garth	Rinard	Transporting, Storing & Disposing of Pesticides	JF159948
Jose	Ruiz	Great Expectations: Establishing Pest Management Goals for Your Clientele	JE230001
Jose	Ruiz	Thistle Be the End of Me: The Basics of Weed Control	JE230001
Jose	Ruiz	What’s that Bug? Introduction to Insects and Scouting	JE230001
Jose	Ruiz	More Than Ladybugs: Biocontrol For The Urban Landscape	JE230001
Jose	Ruiz	Dead Palms Tell No Tales: Palm Diseases & Pests	JE230001
Jose	Ruiz	The Grass Class	JE230001
Robert	Tabone	Effective Sedge, Broadleaf & Grassy Weed Mngement	JF250513
Robert	Tabone	Identify & Control Lawn & Landscape Pests	JF250513
Robert	Tabone	Soil Surfactant Overview	JF250513
Robert	Tabone	Computer Pest Management	JF250513
Robert	Tabone	Thistle Be the End of Me: The Basics of Weed Control	JF250513
Robert	Tabone	What’s That Bug? Introduction to Insects and Scouting	JF250513
Robert	Tabone	Dead Palms Tell No Tales: Palm Diseases & Pests	JF250513
Robert	Tabone	“The Grass Class”	JF250513
Robert	Tabone	Labels And How You Use Them	JF250513
Robert	Tabone	Southern Turf	JF250513
Robert	Tabone	“Insecticide Modes of Action”	JF250513
Robert	Tabone	Jeepers Creepers? Managing Troublesome Vines	JF250513
Robert	Tabone	Fertilizing Effectively in Florida Sandy Soils	LF184018

**Continuing education is more than just a certification
or a course completion credit, it maximizing our effectiveness and efficiency.
By investing in our team members, they become more effective contributors
to LMP on both an individual and a team level.**



LMP Fleet & Equipment

A successful landscape maintenance engagement is driven by the performance of services by qualified and experienced individuals and their access to well-maintained equipment and vehicles. LMP has three full-time mechanics, supported by mechanic assistants, who oversee the vehicles in its fleet and minor engine repairs. LMP has over ninety vehicles in its fleet and more than four hundred pieces of equipment that it utilizes to perform professional services, including:

Make	Model	Year	Totals
Chevy	4500 LCF Crew Cab w/ 14ft Landscape Dump bed	2021 [2]	2
GMC	Canyon	2022 [1]	1
Chevy	Colorado	2022 [1] 2018 [4] 2021 [3] 2016 [3] 2020 [4] 2015 [2] 2019 [3]	20
Ford	F-150	2013 [3] 2009 [1] 2011 [6] 2006 [1] 2010 [4]	15
Ford	F-250	2022 [2] 2013 [1] 2020 [1] 2012 [5] 2017 [1] 2011 [5] 2016 [1] 2010 [1] 2015 [2] 2008 [3] 2014 [1] 2006 [3]	20
Ford	F-350	2006 [1] 1999 [1] 2002 [1]	3
Ford	F-450	2011 [1]	1
Ford	F-550	2001 [1] 1999 [1]	2
Freightliner	M2-106	2020 [1]	1
Isuzu	NPR Crew Cab	2016 [2]	2
Isuzu	NPR Crew Cab	2018 [3]	3
Isuzu	NPR HD	2020 [1]	1
Isuzu	NPR HD Crew Cab	2021 [2]	2
Isuzu	NPR w/ Dump Body	2022 [1]	1
Isuzu	NQR	2018 [2]	2
Isuzu	NQR w/ Dump Body	2020 [3]	3
Nissan	NV200	2018 [1] 2014 [2] 2015 [2]	5
Ford	Ranger	2011 [1] 2008 [1]	2
GMC	Sierra 1500	2008 [1]	1
Chevy	Silverado 1500	2013 [2] 2011 [1]	3
Isuzu	Spray	2005 [1]	1
Ford	Transit Connect XL Cargo Van LWB	2022 [3]	3

At Landscape Maintenance Professionals, we have the tools necessary to take care of your lawn properly. All of our equipment is state of the art and regularly maintained and cleaned to ensure you're getting the best service available for your commercial property.



Manufacturer	Description	In Rotation
Stihl	28.4 CC Edger	2
Stihl	28.4 CC Straight Shaft Trimmer	3
Sthil	Blower	105
Husqvarna	Blower	13
Billy Goat	Blower	4
Bread Cyclone	KB4 Pull Behind Blower	1
Bobcat	S570 T4 Bobcat	1
Echo	Chainsaw	1
Sthil	Chainsaw	10
Sthil	Edger	82
Husqvarna	Edger	13
Echo	Edger	2
John Deere	Gator	7
Sthil	Hedge Trimmer	36
Husqvarna	54" Stand On Mower	1
Husqvarna	Husqvarna 60" ZTR	1
Husqvarna	Husqvarna 72" ZTR	3
Toro	Lake Shore Trimmer	1
Stihl	Long Trimmer	3
TORRO	48" Recycle Kit Mower	2
TORRO	48" Walk-Behind Mower	2
TORRO	60" Recycle Kit Mower	16
TORRO	72" ZTR Turbo Force Mower	2
ExMark	Push Mower	1
ExMark	Riding Mower 60"	5
ExMark	Riding Mower 72"	8
ExMark	Walk-Behind Mower	10

Manufacturer	Description	In Rotation
ExMark	Zero Turn Mower	5
TORRO	Two Wheel Sulky	10
Stihl	Pole Pruner	11
Stihl	Pole Saw	6
Gravelly	Pro Stance	3
Little Wonder	Push Blower	2
Bravo 25	Push Mower	2
ExMark	Push Mower	2
Husqvarna	Push Mower	1
Mc Lane	Reel Mower	1
Stihl	Saw	6
Husqvarna	Saw	1
Stihl	Shear	7
Stihl	Short Trimmer	6
Husqvarna	Short Trimmer	2
ExMark	Sprayer	6
ExMark	Stand-on	8
Stihl	String Trimmer	94
ExMark	Turf Tracer	6
Pace	Push Mowers	2
Echo	Water Pumps	2
Echo	Weed Eater	4
Stihl	Whip	28
ExMark	Zero Turn Mower	9
Husqvarna	Zero Turn Mower	18
John Deere	Zero Turn Mower	1

Community

We are proud to be a family-owned and operated business with a vision of success as we partner with our customers to enhance their properties. As a company comprised of managers and employees who live where we work, we're also focused on improving the areas we serve. Over the years, we have partnered with many organizations to help our community, and below are just a few.

- Department of Veterans Affairs | Beautification of the Community Living Center Gardens
- Dignity Memorial | Vietnam Wall Experience
- Keep Pinellas Beautiful | Honeymoon Island State Park Adopt-A-Dune
- Pasco County UFIFAS Extension Luggage of Love Drive
- Boricuas de Corazon Inc. Food Giveaway & Blood Donation
- Youth Garden Grant | Kid's Gardening
- Florida Water's Stewardship Program

Associations

- Building Owners and Managers Association Greater Tampa Bay | BOMA
- Community Associate Institute Suncoast Chapter | CAI
- Community Associate Institute West Florida Chapter | CAI
- Certified Pest Control Operators Association of Florida | CPCO
- Commercial Real Estate Women Tampa Bay Executive Council | CREW
- Florida Gulfcoast Association of Realtors | FGCR
- Florida Nursery, Growers & Landscape Association | FNGLA
- Leadership Tampa Bay Alumnae | LTB
- National Association of Landscape Professionals | NALP



Awards

- Lawn & Landscape | Top 100 Landscaping Firms #86 | 2013
- Tampa Bay Business Journal | Top Commercial Landscape Firms | 2013 & 2017
- Tampa Bay Business Journal | Top 25 Minority-Owned Businesses | 2014
- Planet | National Landscape Award of Excellence | Cory Lakes CDD Merit Award | 2014
- Business Observer | Gulf Coast Top 500 Companies | 2017
- The American Registry | America's Most Honored Businesses Top 1% | 2018
- Landscape Management | LM150 Largest Landscape Companies | 2018
- Florida Community Association Journal | FLCAJ Readers' Choice Award | 2017 - 2018 - 2019
- BOMA | Toby Award | Suburban Office Park Mid-Rise (6-10 stories) Corporate Center | - IV at International Plaza Cousins Properties | Corporate Center at International Plaza | Patrick Gehm | 2020



SECTION IV Experience



Client Profiles

” *We strive to build relationships that make things grow.*

Triple Creek Community Development District | CDD

Triple Creek is a 990-acre master-planned Community Development District (CDD) located in Hillsborough County, Florida. Landscape Maintenance Professionals, Incorporated was selected as the landscape provider for Triple Creek and as its construction partner for its ongoing land development initiatives.

Management Company	Rizzetta
Contact	Alex Garces
Telephone	(813) 699-9065
Email	boardmember5@triplecreek.com
Contract Start Date	December 1, 2020
Contract Value	\$503,108.00



Rizzetta & Company
Professionals in Community Management



Corporate Center at International Park | Commercial

The Corporate Centers at International Plaza, winners of the Building Owners and Managers (BOMA) “Building of the Year” in 2019 and 2020, encompasses four state of the art office complexes on a sprawling campus within walking distance to the upscale International Plaza, offering high visibility on Boy Scout Boulevard and is a LEED Gold Certified building.

Management Company	Cousins Properties
Contact	Patrick Gehm
Telephone	(813) 421-8702
Email	pgehm@cousins.com
Contract Start Date	March 15, 2015



Cypress Creek Town Center | Retail

Cypress Creek Town Center is a Super Regional Shopping destination in the dynamic Wesley Chapel growth corridor on one of the most highly trafficked intersections in Florida.

The mixed-use Town Center comprises more than 150-acres surrounding the Tampa Premium Outlets and Costco at the intersection of I-75 & State Road 56. Anchored by Tampa Premium Outlets, with over 110 stores and Costco Wholesale. Tampa Premium Outlets opened in October 2015, and development is ongoing. Surrounded by nature, Cypress Creek Town Center features wetland conservation and borders the Cypress Creek Preserve, a nature park, and conservation land.

Management Company	Sierra Properties
Contact	Brent Whitley
Telephone	(813) 484-2288
Email	brentwhitley@sierra-properties.com
Contract Start Date	February 1, 2019



SIERRA PROPERTIES

Harrison Ranch Community Development District | CDD

Harrison Ranch is a planned Community Development District (CDD) consisting of approximately nine hundred fifty-five (955.04) acres of land located in Manatee County. The unique features afforded the homeowners include access to seven miles of nature trails, soccer fields, community picnic areas, tennis courts, and a community pool.

Management Company	Rizzetta & Company, Inc.
Contact	Barbara McEvoy
Telephone	(941) 776-9725
Email	bmcevoy@rizzetta.com
Contract Start Date	November 18, 2019
Contract Value	\$364,800.00



Rizzetta & Company
Professionals in Community Management



Hunter's Green Community Association | HOA

Hunter's Green is a meticulously developed master-planned community in New Tampa. Beyond the stately, gated private entrance this premier Golf and Country Club community is exemplified by harmonizing suburban life and nature. Against a backdrop of 43 lakes on 65 acres of protected wetlands, families enjoy 23 unique enclaves taking advantage of community facilities with designated bike lanes, a pool, multiple playgrounds, lighted tennis, basketball, volleyball, soccer, and baseball facilities, a 1.5-mile jogging trail with a 15-station exercise circuit and an off-leash dog park.

It was voted the Top Master-Planned Community in the Southeast by the National Association of Home Builders at their Southeast Builders Conference and is the first major community in the state to earn the Florida Quality Development designation for exceeding strict environmental and planning guidelines.

Management Company	Wrathell, Hunt and Associates
Telephone	Wally Switzer
Email	wswitzer@huntersgreen.com
Contract Start Date	March 2022
Contract Value	\$260,000.00



Urban Centre | Commercial & Hospitality

Urban Centre is a Class A multi-tenant office complex, hotel, and retail location in the Tampa Westshore market. Consisting of two 9-story buildings with exceptional amenities to its tenants and visitors, the Urban Centre provides direct access to the Westshore Grand Hotel through the office complex's lobby.

Management Company	Jones Lang LaSalle
Contact	Erin Smith
Telephone	(813) 286-4316
Email	erin.smith@am.jll.com
Contract Start Date	July 1, 2009



Watergrass I Community Development District | CDD

WaterGrass is a 997-acre family-oriented residential community in Eastern Pasco County, known for its attention to detail. WaterGrass offers various amenities, including the multi-million dollar community center with athletic courts, resort-style pool, water park, junior Olympic pool, and a convenient park and bicycle path system. From the parks, the private lake, and trees, to the gentle curves of the streets and plant selection in the lush landscaping, it is a master-planned community like no other.

Management Company	Meritus Corp.
Contact	Gene Roberts
Telephone	813-873-7300 Ext. 397
Email	gene.roberts@merituscorp.com
Contract Start Date	September 1, 2017
Contract Value	\$162,636.00



Venetian Community Development District | CDD

The Venetian is a planned Community Development District (CDD) consisting of approximately nine hundred sixty-four (964.03) acres of land located in North Venice, situated on the Myakka River. A gated, golf course community, offering exceptional views of fairways, ponds, and nature.

Management Company	Rizzetta & Company, Inc.
Contact	Keith Livermore, District Field Manager
Telephone	(941) 485-8500
Email	fieldmanager@vcdd.org
Contract Start Date	September 26, 2019
Contract Value	\$332,845.00



Rizzetta & Company
Professionals in Community Management



Cory Lakes Community Development District | CDD

Cory Lake is a gated community offering a 165-acre skiing and boating lake, tennis courts, three playgrounds, a hockey/skate rink, beach volleyball court, basketball courts, and a large sand beach area for playing and sunning. Most homes are waterfront properties, have water views, or have views of the 1700 acre adjoining nature preserve. The community roads are elegantly brick-paved, and lush tropical foliage lines the two entries and other common areas.

Management Company	Wrathell, Hunt and Associates
Contact	John Hall
Telephone	(813) 924.4673
Email	clcddfm@corylakescdd.net
Contract Start Date	December 1, 2019
Contract Value	\$343,900.00



100 Carillon Parkway | Commercial

100 Carillon Parkway is a three-story, 79,701 square-foot Class A office building located in Carillon Park, Pinellas County's premier business park. Other features within Carillon Park include the BayCare Wellness Center, 4-Star Hilton Hotel, a nature preserve with boardwalks and running trails Professionally managed by Sabil Hill, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained.

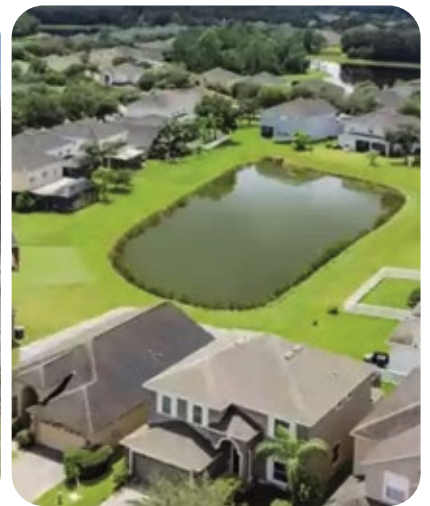
Management Company	Sabal Hill, LLC
Contact	Rob Chisholm
Telephone	(813) 281-1281
Email	chisholm@sabalahill.com
Contract Start Date	March 8, 2008



Heritage Isles Golf & Country Club Community Development District | CDD

Heritage Isles Golf and Country Club is a large, master planned community in Hillsborough County, part of the City of Tampa. It is a community of over 866 single family Residences and 154 town homes, known as Nassau Pointe. Heritage Isles amenities include golf course, children's play area, recreational Center, volleyball, community swimming pools, sauna, tennis court, and security gate.

Management Company	Inframark, Infrastructure Management Services
Contact	Rich Unger, Director of CDD Operations
Telephone	(813) 907-7388
Email	HIManager@hicdd.org
Contract Start Date	October 1, 2009
Contract Value	\$194,900.00



Belmont Community Development District | CDD

The Belmont community, located in Hillsborough County, FL, contains over 2,120 single-family residential homes. This master-planned community also includes a school, amenity center, and park site. Belmont is in the Bullfrog Creek basin and contains a natural habitat preserve surrounding the creek.

Management Company	GMS Management Services
Contact	Kristen Brooks, Chairman
Telephone	(404) 723-1245
Email	Boardmember5@belmontcdd.com
Contract Start Date	October 1, 2020
Contract Value	\$402,500.00



Panther Trace Community Development District | CDD

Panther Trace is a planned Community Development District (CDD) consisting of over seven hundred eighty-five acres of land located entirely within Hillsborough County. The unique features afforded the homeowners include a pool, tennis, basketball, and volleyball courts, and a multipurpose field.

Management Company	DPFG, Inc.
Contact	Monica Vitale, Facilities Director
Telephone	(813) 671-8023
Email	ptrecentermanager@verizon.net
Contract Start Date	November 16, 2015
Contract Value	\$158,664.00



The Amalfi Clearwater | Multifamily

The Amalfi at Clearwater is a multifamily residence with several outdoor amenities, including a Zen garden and a large pool area with a sundeck. Top Rated for 2020 by Apartment Ratings and Resident Satisfaction winner from Satisfacts for 2020!

Management Company	Richman Properties Services
Contact	Brian Murphree
Telephone	(727) 224-6050
Email	murphreeb@richmanmgt.com
Contract Start Date	February 1, 2012



Sarah Vande Berg Tennis & Wellness Center | Commercial & Athletic

The Sarah Vande Berg Wellness Center is a health and wellness complex in Zephyrhills, Florida. Situated on 10 acres off Simons Road in Zephyrhills, the Sarah Vande Berg Tennis Center is a USTA sanctioned tennis facility featuring a variety of tennis courts to train every professional.

Management Company	SVB
Contact	Pascal Collard
Telephone	(610) 888-5599
Email	pascal.collard@svbtenniscenter.com
Contract Start Date	October 12, 2020



Watergrass II Community Development District | CDD

WaterGrass is a 997-acre family-oriented residential community known for its attention to detail. WaterGrass offers a variety of amenities, including the multi-million dollar community center with athletic courts, resort-style pool, water park, junior Olympic pool, and a convenient park and bicycle path system. From the parks, the private lake, and trees, to the gentle curves of the streets and plant selection in the lush landscaping, it is a master-planned community like no other.

Management Company	Inframark, Infrastructure Management Services
Contact	Andy Mendenhall
Telephone	(813) 991-1116 Ext. 1002
Email	andy.mendenhall@inframark.com
Contract Start Date	February 1, 2021
Contract Value	\$518,580.00



Tampa Bay Park Corporate Center | Commercial

Tampa Bay Park offers seven state-of-the-art buildings located within 72 acres of green space with 26 acres of lakes, and centrally located in Tampa Bay Park in the Westshore submarket at of Himes Avenue and Dr. M.L.K. Jr. Boulevard. The Tampa Bay Park campus encompass seven state-of-the-art office complexes with a parking garage, and common areas. Professionally managed by Highwoods Properties, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained.

Management Company	Highwood Properties
Contact	Mike Dean
Telephone	(813) 876-7000
Email	michael.dean@highwoods.com
Contract Start Dare	April 1, 2021



Ventura Bay Homeowner's Association | HOA

Ventura Bay is a 206 single town home community located on 32 acres in Riverview, Florida. Ventura Bay Community is a fabulous place to call home with a large pool, clubhouse, playground, basketball courts, and walking trails.

Management Company	Leland Management
Contact	Mary Fritzler
Telephone	(727) 451-7902
Email	Mfritzler@lelandmanagement.com
Contract Start Date	March 4, 2019



Willowbend Community Association | HOA

Willowbend is a maintenance-free community encompassing nearly 130 acres in Osprey, Florida. The property abuts Oscar Scherer State Park, with its fishing, canoeing, kayaking, bicycling, hiking, and bird-watching. Amenities include a community center with pool, fitness center, and outdoor kitchen, along with several outdoor amenities and an active community social calendar.

Management Company	Sentry Management
Contact	Scott Brundrett, President
Telephone	(770) 380-0225
Email	willowbendpresident@gmail.com
Contract Start Date	October 1, 2019



Hawk's Point West Homeowner's Association | HOA

Hawks Point West Homeowners Association is a gated community comprised of 188 town homes and 220 single family homes in Ruskin. This community shares a clubhouse and gym with the Hawks Point community but also have their own pool and pavilion. Boasting several outdoor amenities, including two playgrounds, a dog park, swimming pool, clubhouse, and pavilion.

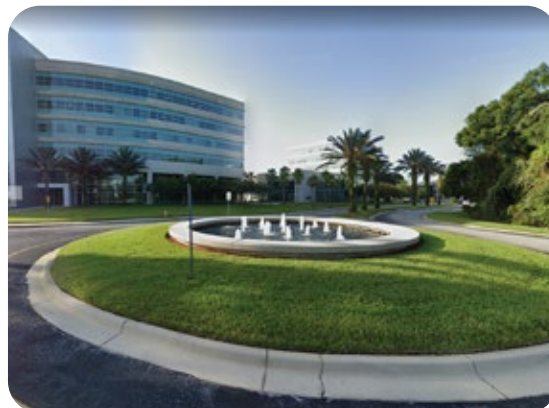
Management Company	Qualified Property Management
Contact	Rebecca Schulz
Telephone	(813) 649-0280
Email	hawkspoint@qualifiedproperty.com
Contract Start Date	February 25, 2019



Highwoods Preserve | Commercial

Highwood Preserve is a 1.8 million SF Class-A office, retail, and entertainment development in Hillsborough County. Professionally managed by Highwoods, the management company is committed to ensuring that the grounds of the office complexes are healthy, colorful, and well maintained. LMP was selected as the landscape provider of choice in 2017.

Management Company	Highwoods Properties
Contact	Venus Rodriguez
Telephone	(813) 416-3995
Email	venus.rodriguez@highwoods.com
Contract Start Date	January 1, 1999



Belleair Place | Multifamily

Belleair Place is a multifamily residence in Clearwater, Florida, consisting of several outdoor amenities, including an outdoor picnic and barbecue area, playground, and large pool area with sundeck.

Management Company
Contact
Telephone
Email
Contract Start Date

Richman Properties Services
Brian Murphree
(727) 224-6050
murphreeb@richmanmgt.com
February 1, 2014



RICHMAN
PROPERTY
SERVICES, INC.



SECTION V The Partnership



Pricing | Map | Details

” *We strive to build relationships that make things grow.*

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

8B



P.O. BOX 267 SEFFNER, FL 33583 – (813) 757-6500 – FAX (813) 757-6501 – SALES@LMPPRO.COM

LANDSCAPE MAINTENANCE SERVICE AGREEMENT

Landscape Maintenance Professionals, Inc. (“LMP, Inc.”) appreciates the opportunity to propose to you how we can help enhance the overall quality of your landscape. Our team is committed to integrating the specific landscape needs of your property with your service expectations taking into account your budget considerations.

The contract does not attempt to address damage caused by vandalism, floods, hurricanes, poor drainage, or other incidents beyond the control of the contractor. The contractor will endeavor to address such contingencies upon client’s request by separate agreement.

This Agreement is by and between the following Parties:

“Contractor”

Landscape Maintenance Professionals, Inc.
P.O. Box 267
Seffner, FL 31583
Phone: (813) 757-6500
Fax: (813) 757-6501

“Customer”

Name: Heritage Pines CDD
Contact: Chuck Adams
Address: 2300 Glades Rd Suite 310W
City, State, Zip: Boca Raton Fl, 33431
Phone: (239) 464-7114
Fax:

Any and all notices, written correspondences shall go to the above listed addresses for “Contractor and “Customer.”

Description of “**Property**” covered by this Agreement: “Areas at Heritage Pines CDD designated on included map EDRA’s and Paleo Park” 11524 Scenic Hills Blvd, Hudson, FL 34667

LMP, Inc., hereafter referred to as “Contractor,” agrees to furnish all supervision, labor, materials, supplies and equipment to perform the work hereinbelow.

ACCORDING TO FLORIDA’S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A “NOTICE TO OWNER.” FLORIDA’S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY.

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Landscape Maintenance Specifications

A. EDRA's

1. Mowing: Rotary lawn mowers will be used with sufficient horsepower to leave a neat, clean and uncluttered appearance 36 times per calendar year for EDRA's banks and 18 times per calendar year for EDRA bottoms . It is anticipated that mowing services shall be provided weekly during the growing season, April through October, and every other week during the non-growing season or as needed November through March. **EDRA's = Excavated Dry Retention Areas**

2. Trimming: Turf areas inaccessible to mowers: outfall structures and any other concrete structures in/near the EDRA's will be controlled by line-trimmer.

3. Weed, Insect and Disease Control: LMP, Inc. employs an IPM (Integrated Pest Management) program, which calls for only legally approved chemicals to be used as needed for weed, insect and disease issues. Any infestations will be treated on an as needed basis throughout the year and the customer will be made aware of the actions taken as well as the chemicals used. Pre-Emergent herbicides will be used from November 1st to April 1st and Post-Emergent herbicides will be used from April 1st to October 30th due to soil and air temperatures. (LMP, Inc. will not be held responsible for the post emergent control of common grassy weeds like crabgrass due to the absence of legal and selective post emergent herbicides for this use.) Ant mounds will be treated as they appear with Advion ant bait to eliminate mounds. (Contract pricing does not include Bayer's Top Choice or Chipco Choice or similar products that are used for guaranteed year long ant control.)

B. Tree, Palm, Shrub and Groundcover Care

1. Pruning: All trees, palms, shrubs and ground cover shall be pruned as follows:

- A) All trees (up to 12 feet) shall be pruned 1 time per year to keep them away from walls and rooftops and to also eliminate any overhanging branches or foliage which obstructs and or hinders pedestrian or motor traffic.
- B) All palms (up to 15 feet) shall be pruned 1 time per year, removing dead fronds and spent seedpods. Loose boots will be removed and kept consistent in height.
- C) All shrubs shall be pruned and shaped a maximum of 12 times per calendar year. This will help the individual plant retain its natural form and eliminate branches which are rubbing against any structures.
- D) All Daylilies and Liriope shall be cut back in early Spring to remove all dead foliage, allowing for plants to be at optimum health during the growing season.
- E) Selective pruning of shrubs shall occur 1 time per year to balance infiltrating light, and remove dead wood and to promote maximum health and growth.
- F) The removal of diseased or injured branches and palms fronds will be performed as needed up to 12' on trees and 15' on palms. Any branches or fronds above these heights will be performed at an additional cost.
- G) All sucker growth from trunks and base of trees shall be removed as needed during every visit to property.
- H) Ground covers and vines will be maintained in a neat, uniform appearance.

2. Weeding: Weeds will be removed from all beds once a month during the non-growing season and twice a month during the growing season (18 times per year). Manual (hand pulling) and chemical (herbicides) will be used as control methods.

3. Insect and Disease Control: All landscape beds shall be monitored and treated with appropriate baits as needed throughout the year by our dedicated team. LMP, Inc. employs an IPM (Integrated Pest Management) program, which calls for chemicals to be used only as needed. Any infestations will be treated on an as needed basis and the customer will be made aware of the actions taken as well as the chemicals used. Plants will be monitored and issues addressed as necessary to effectively control insect infestation and disease as environmental, horticultural and weather conditions permit. (Our pricing does not include Bayer's Top Choice or Chipco Choice or similar products).

C. Miscellaneous

1. Clean-Up: During every visit to the property, areas designated by map shall be policed.

D. Additional Services

1. Mulching: Upon written authorization of the client, contractor shall mulch all planting beds with pine bark or shredded mulch at a price of \$60.00 per yard ensuring that all areas have a 2” depth after installation. As a part of the mulch process, all bed lines shall be trenched and beveled at a depth of 3” along bed areas that are bordered by sidewalks, curbs and seasonal color bed areas to prevent mulch from washing out. If the amount quoted is not sufficient to mulch the entire property an additional count will be submitted for completion at the same price per yard.
2. Tall Palm Trimming: Upon written authorization of the client, contractor will trim all palms identified as being above 20 feet in overall height that will require a lift or bucket truck. Said palms will be priced per type of palm and will be clearly outlined in a proposal to client.
3. Special Palm Treatment Program: Due to the value of Canary Island Date Palms, Sylvestris Palms, Phoenix Dactylifra, Phoenix Reclinata and Medjool Palms, a special palm fertilization and pest program is highly recommended. Identified palms will be fertilized with a 8-2-12 with 4% mg blend designed to address nutrient needs of palms 4 times per year. A bud drench of systemic insecticide and fungicide will also be applied as a preventative for bud rots and borer insects for palms up to 20'. In addition, palms that have been identified as susceptible to Lethal Yellowing or Texas Phoenix Palm Decline, including Canary Island Date Palms, Sylvestris Palms, Phoenix Dactylifra and Phoenix Reclinata will be injected with the antibiotic oxytetracycline (OTC) 4 times per year. While it is noted that there is no program that can guarantee the prevention of pest infestations, LMP uses the highest industry recommendations to manage the risk of the loss of these palms.
4. Hand Pruning / Structural Pruning: Upon written authorization of the client, deep hand pruning and/or structural pruning will be performed 1 time per year during the dormant months to prune old wood and prune behind multiple breaks to maintain proper proportion, promote interior growth. Removal of up to 50% of the height and foliage of plants can take place during this pruning which will allow for the plant material to grow fuller during the growing season.

E. Pricing Summary

	Price Per Month	Price Per Year
Base Maintenance Price	\$10,791.75	\$129,501.00

Additional Services	Estimated t	Price Per Unit or Service
Mulch (Upon approval by client)	85	\$60.00 Per yard
Tall Palm Trimming (Palms over 15')	N/A	Starting at \$30.00 Per Palm
Special Palm Treatment Program	N/A	\$200.00 per palm (entire year)
Hand Pruning / Structural Pruning	N/A	N/A

Contractor agrees to provide all of the above Base Maintenance Services for an annual fee of \$129,501.00 to be paid in monthly installments of \$10,791.75 Contractor will invoice Customer one week prior to the beginning of each month’s service. Customer agrees to pay each invoice within 30 days of the date of the invoice. Additional Services are not included as part of this Agreement or the Base Maintenance Services. Proposals for Additional Services must be executed by an Authorized Representative and are subject to all the terms and conditions of this agreement, which are hereby incorporated into such proposals for Additional Services by reference.

F. Conditions

The goal of this Agreement is that upon completion of each visit to the Customer, the landscape appearance shall be maintained to the highest reasonable standard possible given the nature of the Property and its individual condition.

1. **Term:** This Agreement will be in effect for an initial term of 12 months (1 year) with an effective start date of _____ and will remain in effect on an annual basis until canceled by either party. To ensure that Customer’s needs are being met, timely written notice of any deficiency or concern must be provided in order to give Contractor a reasonable opportunity to remedy the deficiency or concern prior to termination of this Agreement. While Contractor encourages Customer to communicate with on-site crews and its account manager, notice solely to them is insufficient. All notices under this paragraph must be provided in writing by Customer’s Authorized Representative to Contractor at the address specified above. Customer agrees to notify Contractor in writing within 10 days of the occurrence of any deficiency, concern, or default or damage Customer believes was caused by Contractor. Failure to do so constitutes a waiver both of any such claims by Customer and of the right of Customer to cancel this Agreement due to such claims. Customer may cancel this Agreement following an unremedied deficiency by providing written notice to Contractor by certified mail. The cost to Contractor of the work in certain seasons is higher than in others, but Contractor has agreed to invoice Customer in even monthly installments. Therefore, in consideration of these variable internal costs, and in order to ensure an effective transition following a cancellation by Customer, termination notices received during the months of April through September shall cause an effective final date of billable services of not less than thirty (30) days after date of receipt. Notices received in any other months shall cause an effective final date of billable services of not less than ninety (90) days after the date of receipt. Any notice of termination by Customer shall be sent to Contractor at the addresses indicated on this Agreement. Contractor may terminate this Agreement for Customer’s default if, after giving notice in writing to Customer’s Authorized Representative at the address for Customer specified above, Customer has not remedied the default within five (5) calendar days (the “Deadline”). Unless a different period is specified in Contractor’s written notice of termination for Customer’s default, the Contractor’s termination shall be effective on the first business day following the Deadline. Customer shall be liable to pay Contractor for all services rendered by Contractor through the effective date of termination for Customer’s default. Notwithstanding any other provision to the contrary, Contractor may, in its sole and complete discretion, terminate this Agreement for Contractor’s convenience by giving notice in writing to Customer’s Authorized Representative at the address for Customer specified above. Contractor may also provide Customer with a courtesy communication containing notice of termination via email or other method, but effective notice shall be only by written notice mailed to Customer as described herein. Unless a different period is specified in Contractor’s written notice of termination for convenience, the Contractor’s termination shall be effective twenty-one (21) days after the date of Contractor’s written notice of termination for convenience. Customer shall be liable to pay Contractor for all services rendered by Contractor through the effective date of

termination for convenience. In the event Contractor terminates this Agreement for Customer's default, and it is later determined that the Customer was not in default or that the default was excusable under the terms of this Agreement, then, in such event, the Contractor's termination shall be deemed a termination for convenience as described herein.

2. Performance: The Parties agree that Contractor's performance of this Agreement can be, and often is, subject to weather conditions, which are beyond the Contractor's control. Contractor shall not be liable for any performance deficiency caused by weather conditions. The Parties also agree that Contractor is a contractor as that term is defined in Chapter 713, *Florida Statutes* and that any and all work performed pursuant to this Agreement is an improvement to real property under Chapter 713, *Florida Statutes*.
3. Adjustment: This Agreement is subject to CPI adjustments annually effective the anniversary date or as otherwise agreed upon in writing by both parties.
4. Fuel Surcharge: Contract pricing is based on the Florida Regular Conventional Retail Gasoline Prices published every month. If the published monthly price shall increase by more than 10% than the cost of fuel at the time of bid and for 2 consecutive months upon commencement date, Contractor shall reserve the right to enact a fuel surcharge.
5. Payments: No finance charge will be imposed if invoices are paid in full within 30 days of invoice date. If not paid in full within 30 days, then a finance charge will be imposed from the invoice date on the balance due at a periodic rate of 1 ½% per month (18 % per annum) until paid. Contractor shall have the right to elect to stop work under this Agreement until all outstanding amounts, including Finance Charges, are paid in full. Payments will be applied to the previously billed Finance Charges, and thereafter, in order, to the previous invoices and finally to the New Invoices.
6. Authorized Representative: Customer agrees, simultaneous with the signing of this Agreement, to designate in writing an Authorized Representative or Authorized Representatives, with whom Contractor can interface concerning this Agreement. In the event Customer desires to change its Authorized Representative(s), Customer shall provide written notice of the change to Contractor. By designating an Authorized Representative, Customer is representing to Contractor that the Authorized Representative has the authority to bind Customer to actions taken pursuant to this Agreement until that authority is revoked or changed by Customer.
7. Order of Interpretation: In the event other documents, terms, or conditions are annexed to or otherwise designed to amend or supplement this agreement, should there be a conflict between one or more provisions of the other documents, terms, or conditions and the terms of this agreement, the terms of this agreement will control.
8. Collection: In the event Contractor must collect past due amounts under this Agreement, Contractor shall be entitled to all expenses incurred as part of those efforts, including any attorneys' fees and costs.
9. Subcontractors: Contractor may, at its sole discretion, utilize subcontractors to provide specific services under this Agreement. Contractor will remain as the single and primary contact for all activities as related to this Agreement. Proof of insurance and necessary licenses will be provided if requested by Customer. Contractor will also provide workman's compensation and proof thereof on employees if requested by Customer.
10. Acceptance: This Agreement is withdrawn unless executed within ninety (90) days of the date of this document.
11. Arbitration As the Sole Final Method of Dispute Resolution: Any dispute, controversy or claim arising out of or relating to this Agreement, or the breach of this Agreement, which the Parties have not been able to resolve through their own discussions or negotiations, shall be settled by arbitration administered by the American Arbitration Association. Such arbitration, no matter the size, number of parties, or amount in dispute, shall be conducted in accordance with the 2020 Fast Track Procedures ("Procedures") of the Construction Industry Arbitration Rules of the American Arbitration Association, as modified hereby, unless the Parties agree otherwise. The arbitration shall be conducted before a single arbitrator. The final hearing is limited to one day, and it shall be held in person or, with the Parties' and the arbitrator's consent, via video conference. The final hearing shall be held not more than ninety (90) days after the arbitrator is appointed and the final decision shall be rendered not more than thirty (30) days after the conclusion of the final hearing, unless otherwise agreed by the Parties. The arbitrator's decision shall be a reasoned award. Notwithstanding anything contained in the Procedures to the contrary, the Exchange of Information contemplated by the Procedures shall occur no later than 15 days before the final hearing unless the arbitrator orders an earlier deadline. Unless the Parties agree in writing and the arbitrator consents, no Party shall be entitled to conduct

depositions or present experts in the arbitration proceeding. Florida Law shall be applied by the arbitrator in adjudicating any dispute. Except to the extent a different venue is required by law, or the arbitration is by video conference as provided herein, venue for the arbitration proceeding shall be in Hillsborough County, Florida to the exclusion of each and every other proper venue. Contractor shall be entitled to recover against the Customer its all of Contractor's attorney's fees and costs, including fees and costs incurred in connection with proving up the amount and reasonableness of the fees and costs to be awarded, should Contractor prevail in arbitration. Judgment on the award rendered by the arbitrator(s) may be entered into any court having jurisdiction thereof.

Thank you for the opportunity to submit this agreement. We look forward to becoming part of your team. In witness whereof the parties of this agreement have signed and executed it this _____ day of February 2023.

Contractor Signature

Customer Signature

Contractor Printed

Customer Printed

Title: _____

Title: _____

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

8C



P.O. BOX 267 SEFFNER, FL 33583 * (877) 567-7761 * FAX (813) 757-6501

LIST OF LMP MAINTAINED CDD'S

PROPERTY NAME	START	STATUS	CONTACT	PHONE
<u>Belmont CDD</u>	<u>10/1/2019</u>	<u>ACTIVE</u>	<u>Kirsten Brooks</u>	<u>(404) 723-1245</u>
<u>Bobcat Trail CDD</u>	<u>10/1/2020</u>	<u>ACTIVE</u>	<u>Scott Verill</u>	<u>(941) 426-6189</u>
<u>Chapel Crossings CDD</u>	<u>8/1/2021</u>	<u>ACTIVE</u>	<u>Craig Weber</u>	<u>(813) 994-2277</u>
<u>Cory Lake Isles CDD</u>	<u>12/1/2019</u>	<u>ACTIVE</u>	<u>John Hall</u>	<u>(813) 924-4673</u>
<u>Covington Park CDD</u>	<u>10/1/2013</u>	<u>ACTIVE</u>	<u>Ronald Blue</u>	<u>(443) 254-1065</u>
<u>Estancia At Wiregrass CDD</u>	<u>7/1/2022</u>	<u>ACTIVE</u>	<u>Mark Buffano</u>	<u>(813) 494-0370</u>
<u>The Hammocks CDD</u>	<u>8/1/2022</u>	<u>ACTIVE</u>	<u>Melissa Wood</u>	<u>(813) 936-4120</u>
<u>Harrison Ranch CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Barbara McEvoy</u>	<u>(928) 451-2421</u>
<u>Hawks Point CDD</u>	<u>9/1/2018</u>	<u>ACTIVE</u>	<u>Chantal Copeland</u>	<u>(730) 359-4627</u>
<u>Heritage Isles CDD</u>	<u>5/1/2009</u>	<u>ACTIVE</u>	<u>Rich Unger</u>	<u>(813) 299-5539</u>
<u>Lakeside Plantation CDD</u>	<u>9/1/2022</u>	<u>ACTIVE</u>	<u>Margie Gerstmann</u>	<u>(941) 423-5500</u>
<u>Legends Bay CDD</u>	<u>6/1/2022</u>	<u>ACTIVE</u>	<u>Alba Sanchez</u>	<u>(813) 991-4014</u>
<u>Northwood CDD</u>	<u>11/1/2015</u>	<u>ACTIVE</u>	<u>Gene Roberts</u>	<u>(813) 440-7096</u>
<u>Oak Creek CDD</u>	<u>4/1/2016</u>	<u>ACTIVE</u>	<u>Mark Vega</u>	<u>(813) 991-1116</u>
<u>Panther Trace I CDD</u>	<u>11/1/2015</u>	<u>ACTIVE</u>	<u>Monica Vitale</u>	<u>(813) 671-8023</u>
<u>Panther Trace II CDD</u>	<u>9/1/2018</u>	<u>ACTIVE</u>	<u>Anna Ramirez</u>	<u>(813) 671-0831</u>
<u>Panther Trails CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Taylor Nielsen</u>	<u>(813) 533-2950</u>
<u>Silverado CDD</u>	<u>1/1/2022</u>	<u>ACTIVE</u>	<u>Colette Fuller</u>	<u>(813) 701-8548</u>
<u>South Fork III CDD</u>	<u>5/1/2022</u>	<u>ACTIVE</u>	<u>Mark Vega</u>	<u>(813) 295-5455</u>
<u>Suncoast CDD</u>	<u>8/15/2022</u>	<u>ACTIVE</u>	<u>Heather Dilley</u>	<u>(813) 523-1709</u>
<u>Triple Creek CDD</u>	<u>12/1/2020</u>	<u>ACTIVE</u>	<u>Alex Graces</u>	<u>(813) 699-9065</u>
<u>Venetian CDD</u>	<u>10/1/2019</u>	<u>ACTIVE</u>	<u>John Toborg</u>	<u>(813) 933-5571</u>
<u>Watergrass I CDD</u>	<u>11/1/2019</u>	<u>ACTIVE</u>	<u>Gene Roberts</u>	<u>(813) 440-7096</u>
<u>Watergrass II CDD</u>	<u>2/1/2021</u>	<u>ACTIVE</u>	<u>Craig Weber</u>	<u>(813) 994-2277</u>
<u>Waters Edge/Rivers Reach CDD</u>	<u>6/1/2016</u>	<u>ACTIVE</u>	<u>Mick Sheppard</u>	<u>(813) 408-0511</u>

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
FEBRUARY 28, 2023**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 28,2023**

	<u>Major Funds</u>	<u>Total Governmental Funds</u>
	<u>General</u>	
ASSETS		
Cash - SunTrust	\$ 616,379	\$ 616,379
SBA		
Operating A	789	789
Reserve A	1,923	1,923
Due from other	2,207	2,207
Prepaid expense	705	705
Utility deposit	14,717	14,717
Total assets	<u>\$ 636,720</u>	<u>\$ 636,720</u>
LIABILITIES & FUND BALANCE		
Liabilities		
Total liabilities	<u>-</u>	<u>-</u>
Fund balance		
Committed		
Disaster recovery	175,000	175,000
Future mower replacement	70,000	70,000
Working capital	150,000	150,000
Unassigned	241,720	241,720
Total fund balance	<u>636,720</u>	<u>636,720</u>
Total liabilities and fund balance	<u>\$ 636,720</u>	<u>\$ 636,720</u>

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
UNRECONCILED GENERAL FUND
FOR THE PERIOD ENDED FEBRUARY 28, 2023**

	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date	Budget	% of Budget
REVENUES															
Assessment levy	\$ -	\$ 118,608	\$ 141,595	\$ 8,252	\$ 2,627	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 271,082	\$ 282,722	96%
Interest & miscellaneous	11	13	16	16	15	-	-	-	-	-	-	-	71	1,000	7%
Total revenues	11	118,621	141,611	8,268	2,642	-	-	-	-	-	-	-	271,153	283,722	96%
EXPENDITURES															
Professional & administrative fees															
Supervisors	1,076	-	-	1,076	-	-	-	-	-	-	-	-	2,153	7,000	31%
Management	2,704	2,704	2,704	2,704	2,704	-	-	-	-	-	-	-	13,521	32,450	42%
Legal	110	-	488	-	170	-	-	-	-	-	-	-	769	1,000	77%
Engineering	-	187	-	338	-	-	-	-	-	-	-	-	525	5,000	11%
Audit	-	-	-	-	1,000	-	-	-	-	-	-	-	1,000	7,500	13%
Assessment roll preparation	601	601	601	601	601	-	-	-	-	-	-	-	3,004	7,210	42%
Trustee fees	-	-	-	-	-	-	-	-	-	-	-	-	-	4,337	0%
Telephone	13	13	13	13	13	-	-	-	-	-	-	-	65	150	43%
Rentals and leases	155	155	155	155	155	-	-	-	-	-	-	-	775	1,860	42%
Postage	104	-	112	-	-	-	-	-	-	-	-	-	216	1,000	22%
Printing & binding	86	86	86	86	86	-	-	-	-	-	-	-	429	1,030	42%
Legal advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	350	0%
Annual district filing fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175	100%
Insurance	8,318	-	-	-	-	-	-	-	-	-	-	-	8,318	8,205	101%
Contingencies	45	45	138	47	44	-	-	-	-	-	-	-	318	1,000	32%
ADA website compliance	210	-	-	-	-	-	-	-	-	-	-	-	210	210	100%
Website	-	-	-	-	-	-	-	-	-	-	-	-	-	705	0%
Total Professional & Administrative Fees	13,597	3,791	4,297	5,020	4,773	-	-	-	-	-	-	-	31,478	79,182	40%
Operations and maintenance															
Electricity - street lighting	-	2,059	1,264	2,044	1,970	-	-	-	-	-	-	-	7,337	22,500	33%
Retention pond mowing/weed control	-	1,900	21,793	6,009	4,596	-	-	-	-	-	-	-	34,298	115,000	30%
Irrigation water	1,568	-	2,856	1,830	1,421	-	-	-	-	-	-	-	7,675	15,000	51%
Contingencies	-	1,451	-	-	-	-	-	-	-	-	-	-	1,451	1,000	145%
Aquatic weed control	2,961	1,586	1,586	1,586	1,586	-	-	-	-	-	-	-	9,305	20,000	47%
Dry retention pond refurbishment/planting	-	3,783	9,893	-	33,981	-	-	-	-	-	-	-	47,657	50,000	95%
Total operations and maintenance	4,529	10,779	37,392	11,469	43,554	-	-	-	-	-	-	-	107,723	223,500	48%
EXPENDITURES (continued)															
Other fees and charges															
Property appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	150	0%
Tax collector	-	2,372	2,831	165	60	-	-	-	-	-	-	-	5,428	5,890	92%
Total other fees and charges	-	2,372	2,831	165	60	-	-	-	-	-	-	-	5,428	6,040	90%
Total expenditures	18,126	16,942	44,520	16,654	48,387	-	-	-	-	-	-	-	144,629	308,722	47%
Excess/(deficiency) of revenues over/(under) expenditures	(18,115)	101,679	97,091	(8,386)	(45,745)	-	-	-	-	-	-	-	126,524	(25,000)	
Fund balance - beginning	510,196	492,081	593,760	690,851	682,465	636,720	636,720	636,720	636,720	636,720	636,720	636,720	510,196	466,744	
Fund balance - ending															
Committed															
Disaster recovery	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	
Future mower replacement	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	
Working capital	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Unassigned	97,081	198,760	295,851	287,465	241,720	241,720	241,720	241,720	241,720	241,720	241,720	241,720	241,720	46,744	
Fund balance - ending	\$ 492,081	\$ 593,760	\$ 690,851	\$ 682,465	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 636,720	\$ 441,744	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL LEDGER
AS OF
FEBRUARY 2023**

**Heritage Pines CDD
General Ledger
As of February 28, 2023**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
101.000 · Suntrust Bank - Checking							507,457.14
General Journal	10/07/2022	2918		A/P 10/06/2022		18,277.46	489,179.68
General Journal	10/21/2022	2936		SERVICE CHARGE		44.89	489,134.79
General Journal	10/24/2022	2926		BOARD MEETING - 10/18/22		923.50	488,211.29
General Journal	10/24/2022	2926		BOARD MEETING - 10/18/22		153.00	488,058.29
General Journal	10/28/2022	2929		A/P 09/30/2022 & 10/27/2022		14,451.93	473,606.36
General Journal	10/31/2022	2937		INTEREST INCOME	4.23		473,610.59
General Journal	11/04/2022	2934		TAX COLLECTION	5,833.30		479,443.89
General Journal	11/07/2022	2940		TAX COLLECTION	20,544.06		499,987.95
General Journal	11/07/2022	2933		TAX COLLECTION	4.56		499,992.51
General Journal	11/15/2022	2938		A/P 11/14/2022		14,524.57	485,467.94
General Journal	11/15/2022	2941		TAX COLLECTION	60,299.40		545,767.34
General Journal	11/17/2022	2939		FY 22 EXCESS FEES	1,075.00		546,842.34
General Journal	11/18/2022	2942		TAX COLLECTION	29,558.75		576,401.09
General Journal	11/21/2022	2938		ACCOUNT ANALYSIS FEE		44.56	576,356.53
General Journal	11/30/2022	2937		INTEREST INCOME	4.23		576,360.76
General Journal	12/02/2022	2943		TAX COLLECTION	91,040.99		667,401.75
General Journal	12/04/2022	2934		TAX COLLECTION	30,695.00		698,096.75
General Journal	12/07/2022	2945		A/P 12/06/2022		32,113.87	665,982.88
General Journal	12/15/2022	2937		TAX COLLECTION	6,940.58		672,923.46
General Journal	12/19/2022	2936		A/P 12/16/2022		10,305.44	662,618.02
General Journal	12/21/2022	2938		ACCOUNT ANALYSIS FEE		49.37	662,568.65
General Journal	12/31/2022	2937		INTEREST INCOME	5.73		662,574.38
General Journal	12/31/2022	2939		TAX COLLECTION	52.69		662,627.07
General Journal	12/31/2022	2940		TAX COLLECTION	10,035.23		672,662.30
General Journal	01/10/2023	2940		A/P 01/09/2023		13,321.09	659,341.21
General Journal	01/11/2023	2938		BOARD MEETING - 12/06/22		923.50	658,417.71
General Journal	01/11/2023	2938		BOARD MEETING - 12/06/22		153.00	658,264.71
General Journal	01/11/2023	2943		A/P 01/10/2023		2,044.16	656,220.55
General Journal	01/19/2023	2941		CAPITAL CREDITS REFUND - SEE ATTACH...	779.88		657,000.43
General Journal	01/23/2023	2938		ACCOUNT ANALYSIS FEE		46.54	656,953.89
General Journal	01/31/2023	2937		INTEREST INCOME	5.62		656,959.51
General Journal	01/31/2023	2939		TAX COLLECTION	8,086.92		665,046.43
General Journal	02/07/2023	2946		A/P 02/06/2023		47,315.49	617,730.94
General Journal	02/21/2023	2941		A/P 02/20/2023		1,678.95	616,051.99
General Journal	02/21/2023	2940		FRAUD INTERNET PAYMENT		603.02	615,448.97
General Journal	02/21/2023	2940		FRAUD INTERNET PAYMENT		1,604.16	613,844.81
General Journal	02/22/2023	2938		ACCOUNT ANALYSIS FEE		45.74	613,799.07
General Journal	02/28/2023	2937		INTEREST INCOME	4.89		613,803.96
General Journal	02/28/2023	2939		TAX COLLECTION	2,574.75		616,378.71
Total 101.000 · Suntrust Bank - Checking					267,545.81	158,624.24	616,378.71
151.000 · Investments							2,666.56
151.001 · SBA-Operating A Account							775.75
General Journal	10/31/2022	2937		INTEREST INCOME	2.08		777.83
General Journal	11/30/2022	2937		INTEREST INCOME	2.51		780.34
General Journal	12/31/2022	2937		INTEREST INCOME	2.85		783.19
General Journal	01/31/2023	2937		INTEREST INCOME	3.03		786.22
General Journal	02/28/2023	2937		INTEREST INCOME	2.87		789.09
Total 151.001 · SBA-Operating A Account					13.34	0.00	789.09
151.101 · SBA - Reserve A Account							1,890.81
General Journal	10/31/2022	2937		INTEREST INCOME	5.06		1,895.87
General Journal	11/30/2022	2937		INTEREST INCOME	6.13		1,902.00
General Journal	12/31/2022	2937		INTEREST INCOME	6.95		1,908.95

**Heritage Pines CDD
General Ledger
As of February 28, 2023**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Journal	01/31/2023	2937		INTEREST INCOME	7.38		1,916.33
General Journal	02/28/2023	2937		INTEREST INCOME	7.02		1,923.35
Total 151.101 · SBA - Reserve A Account					32.54	0.00	1,923.35
Total 151.000 · Investments					45.88	0.00	2,712.44
121.000 · Assessments Receivable							1,079.56
General Journal	11/01/2022	2931		FY 22 EXCESS FEES		1,075.00	4.56
General Journal	11/04/2022	2933		TAX COLLECTION		4.56	0.00
Total 121.000 · Assessments Receivable					0.00	1,079.56	0.00
1299 · Undeposited Funds							0.00
General Journal	11/01/2022	2931		FY 22 EXCESS FEES	1,075.00		1,075.00
General Journal	11/04/2022	2933		TAX COLLECTION	4.56		1,079.56
General Journal	11/07/2022	2933		TAX COLLECTION		4.56	1,075.00
General Journal	11/17/2022	2939		FY 22 EXCESS FEES		1,075.00	0.00
General Journal	12/27/2022	2942		CAPITAL CREDITS REFUND - SEE ATTACH...	779.88		779.88
General Journal	01/19/2023	2941		CAPITAL CREDITS REFUND - SEE ATTACH...		779.88	0.00
Total 1299 · Undeposited Funds					1,859.44	1,859.44	0.00
131.000 · Due from Other							0.00
General Journal	02/21/2023	2940		FRAUD INTERNET PAYMENT	603.02		603.02
General Journal	02/21/2023	2940		FRAUD INTERNET PAYMENT	1,604.16		2,207.18
Total 131.000 · Due from Other					2,207.18	0.00	2,207.18
155.000 · Prepaid Expense							0.00
Bill	02/06/2023	2023-...	STRANGE ZONE	WEBSITE MAINTENANCE AND HOSTING 0...	704.99		704.99
Total 155.000 · Prepaid Expense					704.99	0.00	704.99
156.100 · Utility Deposit							14,716.80
Total 156.100 · Utility Deposit							14,716.80
202.000 · Accounts Payable - Year End							-15,724.49
General Journal	10/06/2022	2917		A/P 10/06/2022		8,318.00	-24,042.49
General Journal	10/07/2022	2918		A/P 09/30/2022	9,959.46		-14,083.03
General Journal	10/07/2022	2918		A/P 10/06/2022	8,318.00		-5,765.03
General Journal	10/27/2022	2928		A/P 10/27/2022		8,686.90	-14,451.93
General Journal	10/28/2022	2929		A/P 09/30/2022	5,765.03		-8,686.90
General Journal	10/28/2022	2929		A/P 10/27/2022	8,686.90		0.00
General Journal	11/14/2022	2935		A/P 11/14/2022		14,524.57	-14,524.57
General Journal	11/15/2022	2938		A/P 11/14/2022	14,524.57		0.00
General Journal	12/06/2022	2944		A/P 12/06/2022		32,113.87	-32,113.87
General Journal	12/07/2022	2945		A/P 12/06/2022	32,113.87		0.00
General Journal	12/16/2022	2935		A/P 12/16/2022		10,305.44	-10,305.44
General Journal	12/19/2022	2936		A/P 12/16/2022	10,305.44		0.00
General Journal	01/09/2023	2939		A/P 01/09/2023		13,321.09	-13,321.09
General Journal	01/10/2023	2940		A/P 01/09/2023	13,321.09		0.00
General Journal	01/10/2023	2941		A/P 01/10/2023		2,044.16	-2,044.16
General Journal	01/11/2023	2943		A/P 01/10/2023	2,044.16		0.00
General Journal	02/06/2023	2945		A/P 02/06/2023		47,315.49	-47,315.49
General Journal	02/07/2023	2946		A/P 02/06/2023	47,315.49		0.00
General Journal	02/20/2023	2940		A/P 02/20/2023		1,678.95	-1,678.95
General Journal	02/21/2023	2941		A/P 02/20/2023	1,678.95		0.00

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 202.000 · Accounts Payable - Year End					154,032.96	138,308.47	0.00
271.000 · Unreserved Fund Balance							43,724.92
Total 271.000 · Unreserved Fund Balance							43,724.92
271.100 · Reserved Fund Balance							-83,000.00
Total 271.100 · Reserved Fund Balance							-83,000.00
3900 · Retained Earnings							-470,920.49
Total 3900 · Retained Earnings							-470,920.49
361.000 · Interest Income							0.00
361.100 · Interest Income - Surplus Acct							0.00
General Journal	10/31/2022	2937		INTEREST INCOME		4.23	-4.23
General Journal	10/31/2022	2937		INTEREST INCOME		5.06	-9.29
General Journal	10/31/2022	2937		INTEREST INCOME		2.08	-11.37
General Journal	11/30/2022	2937		INTEREST INCOME		4.23	-15.60
General Journal	11/30/2022	2937		INTEREST INCOME		6.13	-21.73
General Journal	11/30/2022	2937		INTEREST INCOME		2.51	-24.24
General Journal	12/31/2022	2937		INTEREST INCOME		5.73	-29.97
General Journal	12/31/2022	2937		INTEREST INCOME		6.95	-36.92
General Journal	12/31/2022	2937		INTEREST INCOME		2.85	-39.77
General Journal	01/31/2023	2937		INTEREST INCOME		5.62	-45.39
General Journal	01/31/2023	2937		INTEREST INCOME		7.38	-52.77
General Journal	01/31/2023	2937		INTEREST INCOME		3.03	-55.80
General Journal	02/28/2023	2937		INTEREST INCOME		4.89	-60.69
General Journal	02/28/2023	2937		INTEREST INCOME		7.02	-67.71
General Journal	02/28/2023	2937		INTEREST INCOME		2.87	-70.58
Total 361.100 · Interest Income - Surplus Acct					0.00	70.58	-70.58
Total 361.000 · Interest Income					0.00	70.58	-70.58
363.100 · Assessment Levy							0.00
General Journal	11/04/2022	2934		TAX COLLECTION	5,833.30		-5,833.30
General Journal	11/04/2022	2934		TAX COLLECTOR FEE		119.05	-5,952.35
General Journal	11/07/2022	2940		TAX COLLECTION	20,544.06		-26,496.41
General Journal	11/07/2022	2940		TAX COLLECTOR FEE		419.26	-26,915.67
General Journal	11/15/2022	2941		TAX COLLECTION	60,299.40		-87,215.07
General Journal	11/15/2022	2941		TAX COLLECTOR FEE		1,230.60	-88,445.67
General Journal	11/18/2022	2942		TAX COLLECTION	29,558.75		-118,004.42
General Journal	11/18/2022	2942		TAX COLLECTOR FEE		603.25	-118,607.67
General Journal	12/02/2022	2943		TAX COLLECTION	91,040.99		-209,648.66
General Journal	12/02/2022	2943		TAX COLLECTION	1,857.97		-211,506.63
General Journal	12/04/2022	2934		TAX COLLECTION	30,695.00		-242,201.63
General Journal	12/04/2022	2934		TAX COLLECTOR FEE		626.43	-242,828.06
General Journal	12/15/2022	2937		TAX COLLECTION	6,940.58		-249,768.64
General Journal	12/15/2022	2937		TAX COLLECTOR FEE		141.65	-249,910.29
General Journal	12/31/2022	2939		TAX COLLECTION		52.69	-249,962.98
General Journal	12/31/2022	2940		TAX COLLECTION		10,035.23	-259,998.21
General Journal	12/31/2022	2940		TAX COLLECTOR FEE		204.80	-260,203.01
General Journal	01/31/2023	2939		TAX COLLECTION		8,086.92	-268,289.93
General Journal	01/31/2023	2939		TAX COLLECTOR FEE		165.04	-268,454.97
General Journal	02/28/2023	2939		TAX COLLECTION		2,574.75	-271,029.72
General Journal	02/28/2023	2939		TAX COLLECTOR FEE		52.54	-271,082.26
Total 363.100 · Assessment Levy					0.00	271,082.26	-271,082.26

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
511.000 · Legislative							0.00
511.110 · Supervisor's Fees							0.00
General Journal	10/24/2022	2926		BOARD MEETING - 10/18/22	153.00		153.00
Check	10/24/2022	DD	JANICE M. BENEDETTI	BOARD MEETING - 10/18/22	184.70		337.70
Check	10/24/2022	DD	ARTHUR RHODES	BOARD MEETING - 10/18/22	184.70		522.40
Check	10/24/2022	DD	MICHAEL V. WALSH	BOARD MEETING - 10/18/22	184.70		707.10
Check	10/24/2022	DD	KATHLEEN LONERGAN	BOARD MEETING - 10/18/22	184.70		891.80
Check	10/24/2022	DD	CAROL VAUGHAN	BOARD MEETING - 10/18/22	184.70		1,076.50
General Journal	01/11/2023	2938		BOARD MEETING - 12/06/22	153.00		1,229.50
Check	01/11/2023	DD	JANICE M. BENEDETTI	BOARD MEETING - 12/06/22	184.70		1,414.20
Check	01/11/2023	DD	ARTHUR RHODES	BOARD MEETING - 12/06/22	184.70		1,598.90
Check	01/11/2023	DD	MICHAEL V. WALSH	BOARD MEETING - 12/06/22	184.70		1,783.60
Check	01/11/2023	DD	KATHLEEN LONERGAN	BOARD MEETING - 12/06/22	184.70		1,968.30
Check	01/11/2023	DD	CAROL VAUGHAN	BOARD MEETING - 12/06/22	184.70		2,153.00
Total 511.110 · Supervisor's Fees					2,153.00	0.00	2,153.00
Total 511.000 · Legislative					2,153.00	0.00	2,153.00
512.000 · Executive							0.00
512.311 · Management Fees							0.00
Bill	10/27/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/22 MGMT FEE	2,704.16		2,704.16
Bill	11/14/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	11/22 MGMT FEE	2,704.16		5,408.32
Bill	12/06/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	12/22 MGMT FEE	2,704.16		8,112.48
Bill	01/09/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	01/23 MGMT FEE	2,704.16		10,816.64
Bill	02/06/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	02/23 MGMT FEE	2,704.16		13,520.80
Total 512.311 · Management Fees					13,520.80	0.00	13,520.80
Total 512.000 · Executive					13,520.80	0.00	13,520.80
513.000 · Financial & Administrative							0.00
513.310 · Assessment Roll Preparation							0.00
Bill	10/27/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/22 MGMT FEE	600.83		600.83
Bill	11/14/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	11/22 MGMT FEE	600.83		1,201.66
Bill	12/06/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	12/22 MGMT FEE	600.83		1,802.49
Bill	01/09/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	01/23 MGMT FEE	600.83		2,403.32
Bill	02/06/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	02/23 MGMT FEE	600.83		3,004.15
Total 513.310 · Assessment Roll Preparation					3,004.15	0.00	3,004.15
513.315 · Tax Collector							0.00
General Journal	11/04/2022	2934		TAX COLLECTOR FEE	119.05		119.05
General Journal	11/07/2022	2940		TAX COLLECTOR FEE	419.26		538.31
General Journal	11/15/2022	2941		TAX COLLECTOR FEE	1,230.60		1,768.91
General Journal	11/18/2022	2942		TAX COLLECTOR FEE	603.25		2,372.16
General Journal	12/02/2022	2943		TAX COLLECTION	1,857.97		4,230.13
General Journal	12/04/2022	2934		TAX COLLECTOR FEE	626.43		4,856.56
General Journal	12/15/2022	2937		TAX COLLECTOR FEE	141.65		4,998.21
General Journal	12/31/2022	2940		TAX COLLECTOR FEE	204.80		5,203.01
General Journal	01/31/2023	2939		TAX COLLECTOR FEE	165.04		5,368.05
Bill	02/06/2023	11642...	PASCO COUNTY TAX COLLECTOR	NEGATIVE DISTRIBUTION	7.63		5,375.68
General Journal	02/28/2023	2939		TAX COLLECTOR FEE	52.54		5,428.22
Total 513.315 · Tax Collector					5,428.22	0.00	5,428.22
513.320 · Audit							0.00

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	02/06/2023	17511...	CARR, RIGGS & INGRAM, LLC	FY 2022 AUDIT - INITIAL PROGRESS BILLING	1,000.00		1,000.00
Total 513.320 · Audit					1,000.00	0.00	1,000.00
Total 513.000 · Financial & Administrative					9,432.37	0.00	9,432.37
514.000 · Legal Counsel							0.00
514.310 · Legal Fees							0.00
Bill	10/27/2022	22191	STRALEY ROBIN VERICKER	PROF SVCS THROUGH 10/15/2022	110.50		110.50
Bill	12/06/2022	22338	STRALEY ROBIN VERICKER	PROF SVCS THROUGH 11/15/2022	488.00		598.50
Bill	02/20/2023	22680	STRALEY ROBIN VERICKER	PROF SVCS THROUGH 01/15/2023	170.00		768.50
Total 514.310 · Legal Fees					768.50	0.00	768.50
Total 514.000 · Legal Counsel					768.50	0.00	768.50
519.000 · Other General Government							0.00
519.320 · Engineering							0.00
Bill	11/14/2022	HPC1...	STROUD ENGINEERING CONSULTANTS	10/22 ENG. FEES	187.50		187.50
Bill	01/09/2023	HPC1...	STROUD ENGINEERING CONSULTANTS	11/22 & 12/22 ENG. FEES	337.50		525.00
Total 519.320 · Engineering					525.00	0.00	525.00
519.410 · Postage							0.00
Bill	10/27/2022	7-917-...	FEDEX	7-917-75070	96.26		96.26
Bill	10/27/2022	7-925-...	FEDEX	7-925-00421	7.83		104.09
Bill	12/06/2022	7-967-...	FEDEX	7-967-82594	103.70		207.79
Bill	12/16/2022	7-975-...	FEDEX	7-975-90390	8.50		216.29
Total 519.410 · Postage					216.29	0.00	216.29
519.411 · Telephone							0.00
Bill	10/27/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/22 MGMT FEE	12.50		12.50
Bill	11/14/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	11/22 MGMT FEE	12.50		25.00
Bill	12/06/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	12/22 MGMT FEE	12.50		37.50
Bill	01/09/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	01/23 MGMT FEE	12.50		50.00
Bill	02/06/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	02/23 MGMT FEE	12.50		62.50
Total 519.411 · Telephone					62.50	0.00	62.50
519.414 · ADA Website Compliance							0.00
Bill	10/27/2022	2446	ADA SITE COMPLIANCE	Compliance Shield, Accessibility Policy, Tech...	210.00		210.00
Total 519.414 · ADA Website Compliance					210.00	0.00	210.00
519.440 · Rentals and Leases							0.00
Bill	10/27/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/22 MGMT FEE	155.00		155.00
Bill	11/14/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	11/22 MGMT FEE	155.00		310.00
Bill	12/06/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	12/22 MGMT FEE	155.00		465.00
Bill	01/09/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	01/23 MGMT FEE	155.00		620.00
Bill	02/06/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	02/23 MGMT FEE	155.00		775.00
Total 519.440 · Rentals and Leases					775.00	0.00	775.00
519.450 · Insurance							0.00
Bill	10/06/2022	16998	EGIS INSURANCE & RISK ADVISORS	INSURANCE PREMIUM - 10/01/22 -10/01/23	8,318.00		8,318.00
Total 519.450 · Insurance					8,318.00	0.00	8,318.00
519.470 · Printing and Binding							0.00

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	10/27/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/22 MGMT FEE	85.83		85.83
Bill	11/14/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	11/22 MGMT FEE	85.83		171.66
Bill	12/06/2022	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	12/22 MGMT FEE	85.83		257.49
Bill	01/09/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	01/23 MGMT FEE	85.83		343.32
Bill	02/06/2023	2021-...	WRATHELL, HUNT & ASSOCIATES. LLC	02/23 MGMT FEE	85.83		429.15
Total 519.470 · Printing and Binding					429.15	0.00	429.15
519.490 · Contingencies							0.00
General Journal	10/21/2022	2936		SERVICE CHARGE	44.89		44.89
General Journal	11/21/2022	2938		ACCOUNT ANALYSIS FEE	44.56		89.45
Bill	12/06/2022	03518...	SAFEGUARD BUSINESS SYSTEMS	DEPOSIT TICKER 100044 FORMAT 2PT 1053	89.03		178.48
General Journal	12/21/2022	2938		ACCOUNT ANALYSIS FEE	49.37		227.85
General Journal	01/23/2023	2938		ACCOUNT ANALYSIS FEE	46.54		274.39
General Journal	02/22/2023	2938		ACCOUNT ANALYSIS FEE	45.74		320.13
Total 519.490 · Contingencies					320.13	0.00	320.13
519.540 · Annual District Filing Fee							0.00
Bill	10/27/2022	86047	DEPARTMENT OF ECONOMIC OPPORTUNITY	FY 2022/2023 SPECIAL DISTRICT FEE	175.00		175.00
Total 519.540 · Annual District Filing Fee					175.00	0.00	175.00
Total 519.000 · Other General Government					11,031.07	0.00	11,031.07
539.000 · Field Maintenance							0.00
539.311 · Aquatic Weed Control							0.00
Bill	10/27/2022	PSI-15...	SOLITUDE LAKE MANAGEMENT	10/22 AQUATIC WEED CONTROL	1,586.00		1,586.00
Bill	10/27/2022	PSI-21...	SOLITUDE LAKE MANAGEMENT	SPATTERDOCK TREATMENT	1,375.00		2,961.00
Bill	11/14/2022	PSI-24...	SOLITUDE LAKE MANAGEMENT	11/22 AQUATIC WEED CONTROL	1,586.00		4,547.00
Bill	12/16/2022	PSI-34...	SOLITUDE LAKE MANAGEMENT	12/22 AQUATIC WEED CONTROL	1,586.00		6,133.00
Bill	01/09/2023	PSI-44...	SOLITUDE LAKE MANAGEMENT	01/23 AQUATIC WEED CONTROL	1,586.00		7,719.00
Bill	02/06/2023	PSI-48...	SOLITUDE LAKE MANAGEMENT	02/23 AQUATIC WEED CONTROL	1,586.00		9,305.00
Total 539.311 · Aquatic Weed Control					9,305.00	0.00	9,305.00
539.340 · Retention Pond Mowing/Weed Cont							0.00
Bill	11/14/2022	10312...	HERITAGE PINES COMMUNITY ASSOCIATION,INC	10/22 EQUIPMENT USE	1,900.00		1,900.00
Bill	12/06/2022	INV13...	DOWN TO EARTH LANDSCAPE & IRRIGATION	10/22 MOWING SERVICES	7,252.28		9,152.28
Bill	12/06/2022	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	11/22 MOWING SERVICES	6,053.70		15,205.98
Bill	12/06/2022	11302...	HERITAGE PINES COMMUNITY ASSOCIATION,INC	11/22 EQUIPMENT USE	1,820.00		17,025.98
Bill	12/16/2022	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	10/22 MOWING SERVICES	6,666.78		23,692.76
Bill	01/09/2023	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	12/22 MOWING SERVICES	4,628.97		28,321.73
Bill	01/09/2023	12312...	HERITAGE PINES COMMUNITY ASSOCIATION,INC	12/22 EQUIPMENT USE	1,380.00		29,701.73
Bill	02/06/2023	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	01/23 MOWING SERVICES	3,116.41		32,818.14
Bill	02/06/2023	01312...	HERITAGE PINES COMMUNITY ASSOCIATION,INC	01/23 EQUIPMENT USE	1,480.00		34,298.14
Total 539.340 · Retention Pond Mowing/Weed Cont					34,298.14	0.00	34,298.14
539.341 · Dry Retention Pond Refurbish							0.00
Bill	11/14/2022	2022-3	LUPTON'S CONSTRUCTION SERVICES, LLC	CURB INLET TOP REPAIRS ONLY	3,782.85		3,782.85
Bill	12/06/2022	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	ORNAMENTAL GRASS CUT BACKS	7,488.00		11,270.85
Bill	12/06/2022	INV13...	DOWN TO EARTH LANDSCAPE & IRRIGATION	INSTALL SOD. CLEAN UP SLOPE AND TRIM	2,405.00		13,675.85
Bill	02/06/2023	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	BAHIA SOD INSTALL	14,040.00		27,715.85
Bill	02/06/2023	INV14...	DOWN TO EARTH LANDSCAPE & IRRIGATION	MULCH INSTALL	18,486.00		46,201.85
Bill	02/06/2023	2019761	WAYNE VANCE SUNSHINE STATE SPRINKER CO.	ROTOR ZONE TO COVER SOUTH BANK O...	1,455.00		47,656.85
Total 539.341 · Dry Retention Pond Refurbish					47,656.85	0.00	47,656.85

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
539.430 · Street Lighting							0.00
Bill	11/14/2022	13069...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	1306910 11/04/22	1,583.28		1,583.28
Bill	11/14/2022	20415...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	2041547 11/02/22	475.69		2,058.97
Bill	12/16/2022	13069...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	1306910 12/07/22	1,576.62		3,635.59
Bill	12/16/2022	20415...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	2041547 12/05/22	467.54		4,103.13
General Journal	12/27/2022	2942		CAPITAL CREDITS REFUND - SEE ATTACH...		779.88	3,323.25
Bill	01/10/2023	13069...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	1306910 01/09/2023	1,576.62		4,899.87
Bill	01/10/2023	20415...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	2041547 01/05/23	467.54		5,367.41
Bill	02/06/2023	20415...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	2041547 02/02/23	460.58		5,827.99
Bill	02/20/2023	13069...	WITHLACOOCHEE RIVER ELECTRIC COOPERA...	1306910 02/06/2023	1,508.95		7,336.94
Total 539.430 · Street Lighting					8,116.82	779.88	7,336.94
539.431 · Irrigation of Pond Banks							0.00
Bill	10/27/2022	103122	HERITAGE PINES COMMUNITY ASSOCIATION,INC	10/22 RECLAIMED WATER	1,567.99		1,567.99
Bill	12/06/2022	113022	HERITAGE PINES COMMUNITY ASSOCIATION,INC	11/22 RECLAIMED WATER	2,855.84		4,423.83
Bill	01/09/2023	123122	HERITAGE PINES COMMUNITY ASSOCIATION,INC	12/22 RECLAIMED WATER	1,830.30		6,254.13
Bill	02/06/2023	013123	HERITAGE PINES COMMUNITY ASSOCIATION,INC	01/23 RECLAIMED WATER	1,420.56		7,674.69
Total 539.431 · Irrigation of Pond Banks					7,674.69	0.00	7,674.69
539.490 · Contingencies							0.00
Bill	11/14/2022	2022-4	LUPTON'S CONSTRUCTION SERVICES, LLC	CURB INLET TOP REPAIRS ONLY	1,255.93		1,255.93
Bill	11/14/2022	48137	KATHLEEN F LONERGAN	AVENTURA NURSERY INVOICE REIMBUR...	195.00		1,450.93
Total 539.490 · Contingencies					1,450.93	0.00	1,450.93
Total 539.000 · Field Maintenance					108,502.43	779.88	107,722.55
TOTAL					571,804.43	571,804.43	0.00

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BANK STATEMENTS**



999-99-99-99 40386 0 C 001 30 50 004
 HERITAGE PINE COMMUNITY DEVELOPMENT
 DISTRICT
 2300 GLADES RD STE 410W
 BOCA RATON FL 33431-8556

Your account statement

For 02/28/2023

Contact us



Truist.com



(844) 4TRUIST or
 (844) 487-8478

■ PUBLIC SPECIAL MRC 0615006011053

Account summary

Your previous balance as of 01/31/2023	\$657,572.41
Checks	- 46,854.91
Other withdrawals, debits and service charges	- 4,222.45
Deposits, credits and interest	+ 8,091.81
Your new balance as of 02/28/2023	= \$614,586.86

Interest summary

Interest paid this statement period	\$4.89
2023 interest paid year-to-date	\$10.51
Interest rate	0.01%

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
02/14	2869	1,000.00	02/14	2872	7.63	02/16	2875	1,455.00
02/14	2870	35,642.41	02/15	2873	1,586.00	02/15	2876	3,558.32
02/13	2871	2,900.56	02/13	2874	704.99			

Total checks = \$46,854.91

Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
02/08	ACH CORP DEBIT WEB PMTS Withlacoochee Ri HERITAGE PINES C OM DE CUSTOMER ID NY681L	460.58
02/21	INTERNET PAYMENT LoanPymnt American Credit 90124398693	603.02
02/21	SERVICE CHARGES - PRIOR PERIOD	45.74
02/22	ACH CORP DEBIT WEB PMTS Withlacoochee Ri HERITAGE PINES C OM DE CUSTOMER ID BYCB3L	1,508.95
02/22	INTERNET PAYMENT E-PAYMENT DISCOVER 5468	1,604.16
Total other withdrawals, debits and service charges		= \$4,222.45

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
02/07	TAX ACC PASCOTAX HERITAGE PINES CDD CUSTOMER ID 000000000001008	52.63
02/07	TAX ACC PASCOTAX HERITAGE PINES CDD CUSTOMER ID 000000000001008	8,034.29
02/28	INTEREST PAYMENT	4.89
Total deposits, credits and interest		= \$8,091.81

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
THROUGH
FEBRUARY 2023**

Heritage Pines CDD Check Detail February 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	CBI	02/07/2023	WITHLACOOCHEE...	101.000 · Suntrust ...		-460.58
Bill	2041547 020223	02/06/2023		539.430 · Street Lig...	-460.58	460.58
TOTAL					-460.58	460.58
Bill Pmt -Check	CBI	02/21/2023	WITHLACOOCHEE...	101.000 · Suntrust ...		-1,508.95
Bill	1306910 020623	02/20/2023		539.430 · Street Lig...	-1,508.95	1,508.95
TOTAL					-1,508.95	1,508.95
Bill Pmt -Check	2869	02/07/2023	CARR, RIGGS & IN...	101.000 · Suntrust ...		-1,000.00
Bill	17511539	02/06/2023		513.320 · Audit	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Bill Pmt -Check	2870	02/07/2023	DOWN TO EARTH ...	101.000 · Suntrust ...		-35,642.41
Bill	INV148601	02/06/2023		539.341 · Dry Rete...	-14,040.00	14,040.00
Bill	INV148838	02/06/2023		539.341 · Dry Rete...	-18,486.00	18,486.00
Bill	INV148893	02/06/2023		539.340 · Retention...	-3,116.41	3,116.41
TOTAL					-35,642.41	35,642.41
Bill Pmt -Check	2871	02/07/2023	HERITAGE PINES ...	101.000 · Suntrust ...		-2,900.56
Bill	013123	02/06/2023		539.431 · Irrigation ...	-1,420.56	1,420.56
Bill	013123EU	02/06/2023		539.340 · Retention...	-1,480.00	1,480.00
TOTAL					-2,900.56	2,900.56
Bill Pmt -Check	2872	02/07/2023	PASCO COUNTY T...	101.000 · Suntrust ...		-7.63
Bill	11642712	02/06/2023		513.315 · Tax Colle...	-7.63	7.63
TOTAL					-7.63	7.63
Bill Pmt -Check	2873	02/07/2023	SOLITUDE LAKE ...	101.000 · Suntrust ...		-1,586.00
Bill	PSI-48073	02/06/2023		539.311 · Aquatic ...	-1,586.00	1,586.00

Heritage Pines CDD
Check Detail
 February 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-1,586.00	1,586.00
Bill Pmt -Check	2874	02/07/2023	STRANGE ZONE	101.000 · Suntrust ...		-704.99
Bill	2023-0021	02/06/2023		155.000 · Prepaid E...	-704.99	704.99
TOTAL					-704.99	704.99
Bill Pmt -Check	2875	02/07/2023	WAYNE VANCE S...	101.000 · Suntrust ...		-1,455.00
Bill	2019761	02/06/2023		539.341 · Dry Rete...	-1,455.00	1,455.00
TOTAL					-1,455.00	1,455.00
Bill Pmt -Check	2876	02/07/2023	WRATHELL, HUNT...	101.000 · Suntrust ...		-3,558.32
Bill	2021-2687	02/06/2023		512.311 · Managem...	-2,704.16	2,704.16
				513.310 · Assessm...	-600.83	600.83
				519.411 · Telephone	-12.50	12.50
				519.440 · Rentals a...	-155.00	155.00
				519.470 · Printing a...	-85.83	85.83
TOTAL					-3,558.32	3,558.32
Bill Pmt -Check	2877	02/21/2023	STRALEY ROBIN ...	101.000 · Suntrust ...		-170.00
Bill	22680	02/20/2023		514.310 · Legal Fees	-170.00	170.00
TOTAL					-170.00	170.00

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
INVOICES**



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2041547** Cycle 02
Meter Number
Customer Number 10183439
Customer Name HERITAGE PINES COM DEV

Bill Date **02/02/2023**
Amount Due **460.58**
Current Charges Due **02/23/2023**

District Office Serving You
Bayonet Point

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

From Date	Reading	To Date	Reading	Multiplier	Dem. Reading	KW Demand	kWh Used
-----------	---------	---------	---------	------------	--------------	-----------	----------

Comparative Usage Information

Period	Days	Per Day
--------	------	---------

BILLS ARE DUE WHEN RENDERED
A 1.5 percent, but not less than \$5, late charge will apply to unpaid balances as of 5:00 p.m. on the due date shown on this bill.



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **467.54**
Payment **467.54CR**
Balance Forward **0.00**

Light Energy Charge 6.01
Light Support Charge 10.65
Light Maintenance Charge 140.59
Light Fixture Charge 173.50
Light Fuel Adj 547 KWH @ 0.04260 23.31
Poles (QTY 29) 105.50
FL Gross Receipts Tax 1.02

Total Current Charges **460.58**
Total Due **460.58** Please Pay

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	205 4	210 25	910 4	935 25

539.430
001



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 02/02/2023

Use above space for address change ONLY.

District: BP02

2041547 BP02
HERITAGE PINES COM DEV
2300 GLADES RD STE 410W
BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	02/23/2023
TOTAL CHARGES DUE	460.58
Total Charges Due After Due Date	467.49

000204154700004605800004674900



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1306910** Cycle **04**
Meter Number
Customer Number 10183439
Customer Name HERITAGE PINES COM DEV

Bill Date **02/06/2023**
Amount Due **1,508.95**
Current Charges Due **02/28/2023**

District Office Serving You
Bayonet Point

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

From Date	Reading	To Date	Reading	Multiplier	Dem. Reading	KW Demand	kWh Used
-----------	---------	---------	---------	------------	--------------	-----------	----------

Comparative Usage Information

Period	Days	Per Day
--------	------	---------

BILLS ARE DUE WHEN RENDERED
A 1.5 percent, but not less than \$5, late charge will apply to unpaid balances as of 5:00 p.m. on the due date shown on this bill.

Previous Balance 1,576.62
Payment 1,576.62CR
Balance Forward 0.00



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

Light Energy Charge 150.05
Light Support Charge 107.11
Light Maintenance Charge 227.77
Light Fixture Charge 271.93
Light Fuel Adj 5,321 KWH @ 0.04260 226.68
Poles (QTY 103) 513.00
FL Gross Receipts Tax 12.41

Total Current Charges 1,508.95
Total Due Please Pay 1,508.95

539.430
001

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	105 79	205 16	305 7	455 2	960 9
	150 3	270 4	360 1	910 94	



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please Detach and Return This Portion With Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 02/06/2023

District: BP04

Use above space for address change ONLY.

1306910 BP04
HERITAGE PINES COM DEV
2300 GLADES RD STE 410W
BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	02/28/2023
TOTAL CHARGES DUE	1,508.95
Total Charges Due After Due Date	1,531.58

000130691000015089500015315808



500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Heritage Pines CDD
Email Invoice to Nicole
HeritagePinesCDD@DistrictAP.com

Invoice No. 17511539 (include on check)
Date 01/30/2023
Client No. 20-03195.000

Professional services rendered as follows:
Initial progress billing on audit of financial statements
as of September 30, 2022 (preliminary audit planning)

Current Amount Due \$ 1,000.00

513.320
001

Table with 6 columns: 0 - 30, 31 - 60, 61 - 90, 91 - 120, Over 120, Balance. Values: 1,000.00, 0.00, 0.00, 0.00, 0.00, 1,000.00

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 01/30/2023 Client No: 20-03195
Invoice Number: 17511539 Total Amount Due: \$ 1,000.00 Heritage Pines CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ CVV # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

Down to Earth
 Landscape & Irrigation
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 291-7618 Ext. 3342



January 2023
 INV148601

Customer

Heritage Pines CDD
 Wrathell, Hunt and Associates, LLC
 9220 Bonita Springs Rd
 Suite 214
 Bonita Springs FL 34135
adamsc@whhassociates.com

Project/Job	Invoice Date	Due Date	Terms	PO #
Bahia sod install - Estimate 41086	1/20/2023	1/20/2023	Due on receipt	

Item	Qty	Rate	Amount
Scope of Work			
Bahia sod install, light grading included.			

Sod Install			
Bahia Sod Per Pallet - Each	18	\$780.00	\$14,040.00
Sub Total			\$14,040.00

539.341
001

Subtotal	\$14,040.00
Payments/Credits	\$0.00
Balance Due	\$14,040.00

CA

Late payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

dry retention pond refurbishment planting



Down to Earth
 Landscape & Irrigation
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 291-7618 Ext. 3342



January 2023
 INV148838

Customer

Heritage Pines CDD
 Wrathell, Hunt and Associates, LLC
 9220 Bonita Springs Rd
 Suite 214
 Bonita Springs FL 34135
adamsc@whhassociates.com

Project/Job	Invoice Date	Due Date	Terms	PO #
Mulch Installation - Estimate 41063	1/30/2023	1/30/2023	Due on receipt	

Item	Qty	Rate	Amount
Scope of Work			
Mulch installation at per-determined areas. This estimate includes material and installation.			

Mulch Installation			
Fuel Surcharge - Dollar	1	\$900.00	\$900.00
Red Cypress Mulch - Cubic Yard	360	\$48.85	\$17,586.00
Sub Total			\$18,486.00

**539.341
 001**

Subtotal	\$18,486.00
Payments/Credits	\$0.00
Balance Due	\$18,486.00

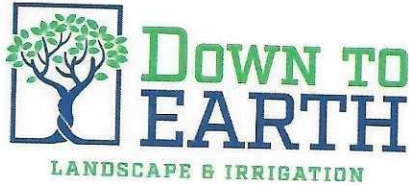
GA

Late payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

dry retention pond refurbishment planting



Down to Earth
 Landscape & Irrigation
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 291-7618 Ext. 3342



January 2023
 INV148893

Customer

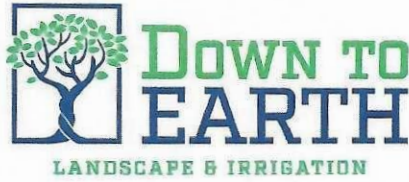
Heritage Pines CDD
 Wrathell, Hunt and Associates, LLC
 9220 Bonita Springs Rd
 Suite 214
 Bonita Springs FL 34135
 adamsc@whhassociates.com

Project/Job	Invoice Date	Due Date	Terms	PO #
CDD Expenses January 2023 - Estimate 47025	1/31/2023	1/31/2023	Due on receipt	

Item	Qty	Rate	Amount
Scope of Work Monthly Maintenance for the CDD at Heritage Pines.			

4000 - Mow/Weedeat Retentions			
Bush hog - Hours	12.5 ✓	\$25.00	\$312.50
Diesel - 1 Gallon	31 ✓	\$4.77	\$147.87
Maintenance Labor - Hours	30.2 ✓	\$25.00	\$755.00
		Sub Total	\$1,215.37
Z-Mow Weedeat Retentions			
Equipment Repair & Maintenance - Hours	2 ✓	\$30.00	\$60.00
Maintenance Labor - Hours	12.25 ✓	\$25.00	\$306.25
Unleaded Gasoline - 1 Gallon	9 ✓	\$4.25	\$38.25
		Sub Total	\$404.50
Spraying Beds, Dry Retentions			
Glyphosate 41% - 1 Gallon	2 ✓	\$29.52	\$59.04
Paleo Park Labor - Hours	3 ✓	\$25.00	\$75.00
Spray Labor - Hours	18 ✓	\$25.00	\$450.00
		Sub Total	\$584.04
Clean Drains			
Maintenance Labor - Hours	16 ✓	\$25.00	\$400.00

Down to Earth
 Landscape & Irrigation
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 291-7618 Ext. 3342



January 2023
 INV148893

Item	Qty	Rate	Amount	
			Sub Total	\$400.00
Irrigation Inspection & Repairs				
Irrigation Labor - Hours	7 ✓	\$27.50	\$192.50	
Miscellaneous Irrigation Parts - Each	1 ✓	\$320.00	\$320.00	
			Sub Total	\$512.50

539.340
 001

Subtotal	\$3,116.41
Payments/Credits	\$0.00
Balance Due	\$3,116.41

Late payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.



CDD Man Hours Back-up

JAN. 2023

DAY	Ken - Mechanic		Pat		Bill		David G - Irrigation		OTHER JOBS				Keith/Tim - Supervisor									
	Burden Rate \$30.00	4000 Zmow	Rate - \$25.00	4000 WE	Bush Hog	Zmow WE	Other	Paleo	Rate - \$27.50	Repairs/hr	Rate - \$25.00	Rake	Drains	Spray	Paleo	Till	Rate - \$30.00	Till	Spray	WE	Other	
1				3																		
2					0.5																	
3				2.2		1.1	0.5		Irr. Repair	1	4			2								
4																						
5	1			3.1	0.25		1															
6																						
7																						
8																						
9				3	0.25		1.6		Irr. Check	1												
10																						
11				2.2		2.1	0.75				4			1								
12				3	0.25				Irr. Repair	2				2								
13																						
14																						
15																						
16				2			0.25															
17				1																		
18																						
19				2.3		1.25			Irr. Repair	1	4			2								
20																						
21					4																	
22																						
23				2	0.25		1	0.5														
24	1				5.5	1.25																
25																						
26																						
27				4.4	0.25		0.7	0.25	Irr. Check	2												
28																						
29																						
30																						
31	1	1	0	28.2	2	12.5	10	2.25	0	0	8	16	0	18	3	0	0	0	0	0	0	0

1 Golf Drive

CDD Expenses January 2023

Routine Mowing Operations			Total
Toro 4000 operator (incl weed eat)	30.2 Hrs	\$25.00 Per Hr	\$755.00
Toro Z Mower operator (incl weed eat)	12.25 Hrs	\$25.00 Per Hr	\$306.25
Machinery Maintenance Parts		\$0	\$0.00
Machinery Maintenance Labor*	2 Hrs	\$30.00 Per Hr	\$60.00
Fuel Cost 4000 and Bush Hog	31 Gallons	\$4.77 Per Gal	\$147.87 ✓
Fuel Cost Z Mower	9 Gallons	\$4.25 Per Gal	\$38.25 ✓
Spraying beds in retentions	18 Hrs	\$25.00 Per Hr	\$450.00
Clean drains/WE/Rake Waste Areas	16 Hrs	\$25.00 Per Hr	\$400.00
Bush Hog	12.5 Hrs	\$25.00 Per Hr	\$312.50
Till/Rake Waste Areas/Spray	0 Hrs	\$30.00	\$0.00
Total Mowing Operations			\$2,469.87
Rodeo	2 Gallons	\$29.52	\$59.04 ✓
Mulch Prep - Paleo Park Labor	3 Hrs	\$25.00 Per Hr	\$75.00
Irrigation Parts	8 Rotors	\$20.00 Ea	\$160.00 ✓
	0 Misc fittings	\$10.00 Ea	\$0.00
	0 knockon	\$18.00 Ea	\$0.00
	0 Solenoid	\$50.00 Ea	\$0.00
	1 Golf Drive	\$160.00 Ea	\$160.00 ✓
	0 Valve	\$120.00 Ea	\$0.00
	0 ESP Timer	\$130.00 Ea	\$0.00
Labor	7 Hrs	\$27.50 Per Hr	\$192.50
Total Other Operations			\$646.54
Month Total			\$3,116.41
	December	January	Hours Run
4000 hours	2931.9	2960.1	28.2
Z Mower hours	2023.8	2033.8	10

*Safety check on Z-Mower and 4000. Grease/Lube all points.



PASCO COUNTY UTILITIES
 CUSTOMER INFORMATION & SERVICES
 P.O. BOX 2139
 NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
 NEW PORT RICHEY (727) 847-8131
 DADE CITY (352) 521-4285

UtilCustServ@MyPasco.net
 Pay By Phone: 1-855-786-5344

1 0 1
 10-20160

HERITAGE PINES COMMUNITY ASSOCIATION
 Service Address: **18801 GRAND CLUB DR**
 Bill Number: 17835415
 Billing Date: 1/25/2023
 Billing Period: 12/7/2022 to 1/6/2023

Account #	Customer #
0010470	01016692
Please use the 15-digit number below when making a payment through your bank	
001047001016692	

New Water, Sewer, Reclaim rates, fees, and charges take effect Oct. 1, 2022.
 Please visit bit.ly/pcurates for additional details.

Service	Meter #	Previous		Current		# of Days	Consumption In thousands
		Date	Read	Date	Read		
Reclaim	13349042	12/7/2022	8038	1/6/2023	21750	30	13712

Usage History
 Water

January 2023	13712
December 2022	17667
November 2022	27566
October 2022	15135
September 2022	23273
August 2022	20879
July 2022	23439
June 2022	24504
May 2022	26040
April 2022	18020
March 2022	17494
February 2022	15162

Transactions

Previous Bill	6,536.79
Payment 01/09/23	-6,536.79 CR
Balance Forward	0.00
Current Transactions	
Reclaimed	
Reclaimed	13,712 Thousand Gals X \$0.37 5,073.44
Total Current Transactions	5,073.44
TOTAL BALANCE DUE	\$5,073.44

#5073.44 x 28% = \$1,420.56

Visit PascoCountyUtilities.com to find answers to frequently asked questions about your Pasco County Utilities. New updates posted monthly including events, and conservation tips.

539.431
001



Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasyway.pascocountyfl.net

Check this box if entering change of mailing address on back.

Account #	0010470
Customer #	01016692
Balance Forward	0.00
Current Transactions	5,073.44

Total Balance Due	\$5,073.44
Due Date	2/13/2023

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 02/13/2023.

HERITAGE PINES COMMUNITY ASSOCIATION
 11524 Scenic Hills BOULEVARD
 HUDSON FL 346675601

PASCO COUNTY UTILITIES
 CUSTOMER INFORMATION & SERVICES
 P.O. BOX 2139
 NEW PORT RICHEY, FL 34656-2139

Member Account Inquiry

From: Jan 1/23 to Jan 31/23

HPCCDD - Heritage Pines CDD

Wrathell, Hart & Hunt
 2300 Glades Rd. Ste 410W
 Boca Raton FL 33431

Phone : 561.571.0010
 Alt. No: EXT 305
 Status : A
 Unspent Min: 0.00

Email : HeritagePinesCDD@districtap.com
 Cell :

DATE	TYPE	REF#	DESCRIPTION	CHARGES	TAX/SVC	AMOUNT	DUE DATE	AREA
	BF		Balance Forward	0.00	0.00	3,210.30		
Jan 13,2023	PY	02196861	Personal- Check- On Account	0.00	0.00	-3,210.30		CLUB
Jan 27,2023	CH	SJ1051	JAN RECLAIMED WATER	1,420.56	0.00	1,420.56	Jan 27,2023	CLUB

INQUIRY TOTALS:

AREA	CURRENT	1 MTH	2 MTHS	3 MTHS	4 MTHS+	TOTAL
CLUB	1420.56	0.00	0.00	0.00	0.00	1420.56

==== End of Report =====

HERITAGE PINES
Community Association
Heritage Pines Community Association, Inc.
11524 Scenic Hills Blvd.
Hudson, FL 34667

Date: February 1, 2023

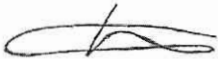
To: Heritage Pines CDD

Attn: Chuck Adams

Below is the list of hours and equipment used for the month of December 2022 and the total amount payable to HPCA.

<u>Equipment</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Trap Rake	16	\$30.00	\$480.00
Utility Cart (Spray Cart)	18	\$20.00	\$360.00
Utility Cart (Drain Cleaning)	0	\$20.00	\$0.00
Utility Cart (Irrigation)	7	\$20.00	\$140.00
Utility Cart (Paleo Park)	0	\$20.00	\$0.00
John Deere/Bush Hog	12.5	\$40.00	\$500.00
Total		539.340 001	\$1,480.00

Thank you



Herb Hurley, GM

Heritage Pines Community Assoc.

PASCO COUNTY TAX COLLECTOR
PO BOX 276
DADE CITY, FL 33526-0276

Funding Agency Bill

Bill: 11642712
Funding Agency: HERITAGE PINES CDD (H PINES)
Bill Date: 12/15/2022
Bill Amount: \$7.63
Bill Type: Negative Distribution
Balance Status: Unpaid
Balance Updated:
Commission Bill:
Commission Paid By:

[Post a payment](#)

[Write off uncollectible amounts](#)

Ledger

[Show details](#)

Date ▲	Type	Amount
12/15/2022	Negative Distribution	\$7.63
12/15/2022	Balance Due	\$7.63

[View a different due date](#)

[Add a ledger entry](#)

[Print Ledger](#)

513.315
001

Pasco County Tax Collector - TAX-66278_2 Report (Detailed Distribution Data) - Run 12/15/2022 12:38PM

Distribution Category	Allocation Date	Account Number	Agency Code	District Code	Fund Name	Ledger Type	Roll Yr	Allocated	Commission	Distributed Amt	Distribution Date	Billed To Agency
-- Any --			-- H PINES --								-- NONE --	-- 12/15/2022 --
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-11.34	-0.23	-11.11		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	0.68	0.02	0.66		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-11.34	-0.23	-11.11		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	0.51	0.01	0.50		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-11.37	-0.23	-11.14		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	0.35	0.01	0.34		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-11.38	-0.23	-11.15		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	38.39	0.77	37.62		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	-2.30	-0.05	-2.25		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	38.39	0.77	37.62		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	-1.73	-0.03	-1.70		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-59.68	-1.20	-58.48		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	44.00	0.88	43.12		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2021	0.46	0.01	0.45		12/15/2022
Real Estate Delinquent	7/7/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2021	-59.67	-1.19	-58.48		12/15/2022
Real Estate	7/7/2022	05-24-17-0250-00000-	H PINES	H RTPNS	HPCDD	Tax Due	2021	44.00	0.88	43.12		12/15/2022

Pasco County Tax Collector - TAX-66278_2 Report (Detailed Distribution Data) - Run 12/15/2022 12:38PM

Distribution Category	Allocation Date	Account Number	Agency Code	District Code	Fund Name	Ledger Type	Roll Yr	Allocated	Commission	Distributed Amt	Distribution Date	Billed To Agency
Delinquent	-	0300	-	-	-	-	-	-	-	-	-	-
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-20.00	-0.40	-19.60		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	1.21	0.03	1.18		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-20.02	-0.40	-19.62		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	0.89	0.02	0.87		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-20.02	-0.40	-19.62		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	0.61	0.01	0.60		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-20.03	-0.40	-19.63		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	64.30	1.28	63.02		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	-3.86	-0.07	-3.79		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	64.30	1.28	63.02		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	-2.89	-0.06	-2.83		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-99.05	-1.98	-97.07		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	74.78	1.50	73.28		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2019	0.72	0.01	0.71		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	-99.04	-1.98	-97.06		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2019	74.78	1.50	73.28		12/15/2022

Pasco County Tax Collector - TAX-66278_2 Report (Detailed Distribution Data) - Run 12/15/2022 12:38PM

Distribution Category	Allocation Date	Account Number	Agency Code	District Code	Fund Name	Ledger Type	Roll Yr	Allocated	Commission	Distributed Amt	Distribution Date	Billed To Agency
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-13.84	-0.27	-13.57		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	0.83	0.01	0.82		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-13.86	-0.27	-13.59		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	0.62	0.01	0.61		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-13.02	-0.26	-12.76		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	0.40	0.01	0.39		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-13.02	-0.26	-12.76		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	46.20	0.92	45.28		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	-2.77	-0.06	-2.71		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	46.21	0.93	45.28		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	-2.08	-0.04	-2.04		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-71.00	-1.42	-69.58		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	51.66	1.03	50.63		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Discount	2020	0.58	0.01	0.57		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	-70.99	-1.42	-69.57		12/15/2022
Real Estate Delinquent	7/14/2022	05-24-17-0250-00000-0300	H PINES	H RTPNS	HPCDD	Tax Due	2020	51.66	1.04	50.62		12/15/2022
Real Estate	Grand	05-24-17-0250-00000-	H PINES	H RTPNS	HPCDD			-7.77	-0.14	-7.63		12/15/2022

Pasco County Tax Collector - TAX-66278_2 Report (Detailed Distribution Data) - Run 12/15/2022 12:38PM

Distribution Category	Allocation Date	Account Number	Agency Code	District Code	Fund Name	Ledger Type	Roll Yr	Allocated	Commission	Distributed Amt	Distribution Date	Billed To Agency
<i>Delinquent</i>	<i>Total</i>	<i>0300</i>	-	-	-	-	-	-	-	-	-	-



INVOICE

Page: 1

Please Remit Payment to:

Solitude Lake Management, LLC
1320 Brookwood Drive
Suite H
Little Rock, AR 72202
Phone #: (888) 480-5253
Fax #: (888) 358-0088

Invoice Number: PSI-48073
Invoice Date: 2/1/2023

Bill
To: Heritage Pines CDD
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

Ship
To: Heritage Pines CDD
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

Ship Via
Ship Date 2/1/2023
Due Date 3/18/2023
Terms Net 45

Customer ID H2224
P.O. Number
P.O. Date 2/1/2023
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance February Billing 2/1/2023 - 2/28/2023 Heritage Pines Cdd LAKE ALL		1	1	1,586.00	1,586.00

**539.311
001**

Amount Subject to Sales Tax 0.00
Amount Exempt from Sales Tax 1,586.00

Subtotal: 1,586.00
Invoice Discount: 0.00
Total Sales Tax 0.00
Payment Amount: 0.00
Total: 1,586.00

Strange Zone, Inc.
260 NW 67th Street
Apt. 108
Boca Raton, FL 33487

Invoice

Date	Invoice #
03/01/2023	2023-0021

Bill To
Heritage Pines CDD 2300 Glades Road, Suite 410W Boca Raton, FL 33431

Description	Amount
Website maintenance + Hosting (Yearly Contract) March 2023 to March 2024 Maintenance includes posting of minutes, meeting agendas, audits, scheduled meetings, budgets, general documents, and any other content update needed. Creation of new pages will be a separate fee of \$50/ Page. Please allow up to 48 hours for updates to be posted. Hosting service includes 5 e-mail accounts with 2GB of space for each account.	600.00
Domain Name (Registration/Renewal)	35.00
SSL Certificate (Purchase/Renewal)	69.99
519.413 001	
Total	\$704.99

Wayne Vance Sunshine State Sprinkler Co.
 8244 commercial way
 WEEKI WACHEE, FL 34613 US
 (352) 686-5924
 sss4hoa@yahoo.com

Invoice



BILL TO
 Heritage Pines CDD
~~Heritage Pines Community~~
~~Association~~
 11524 Scenic Hills Blvd
 FL
 Hudson, FL 34667

SHIP TO
 Dra between Hollander ave and
 Baronwood Ct

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2019761	12/06/2022	\$1,455.00	12/21/2022	Net 15	

DESCRIPTION	QTY	RATE	AMOUNT
add zone Add rotor zone to cover south bank of DRA at the end of Hollander. Install valve with DC controller/Node and solenoid. Install water meter with shut off. Zone connected to Country Green water source, valve and meter located behind 11350 Hollander.	1	1,455.00	1,455.00

BALANCE DUE

\$1,455.00

GA

EDRA 28

dry retention pond refurbishment planting

539.341
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Wrathell, Hunt & Associates, LLC

2300 Glades Rd.
Suite 410W
Boca Raton, FL 33431

Invoice

Date	Invoice #
2/1/2023	2021-2687

Bill To:
Heritage Pines CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description	Amount
Management 512.311	2,704.16
Assessment Services 513.310	600.83
Telephone 519.411	12.50
Rentals & Leases 519.440	155.00
Printing & Binding 519.470	85.83
001	
<i>Building client relationships one step at a time ...</i>	Total \$3,558.32

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Heritage Pines Community Development District
c/o Wrathell Hunt & Associates
9220 Bonita Beach Rd., Suite 214
Bonita Springs, FL 34135

February 08, 2023

Client: 001044

Matter: 000001

Invoice #: 22680

514.310
001

Page: 1

RE: CDD - General Matters

For Professional Services Rendered Through January 15, 2023

SERVICES

Date	Person	Description of Services	Hours	Amount
12/19/2022	MS	REVIEW STATUS OF DISTRICTS ROADWAYS RE: PASCO COUNTY PAVING ASSESSMENT UPDATES AND MAKE UPDATES TO DISTRICT LIST.	0.2	\$33.00
12/27/2022	VTS	REVIEW AND ANALYSIS OF PASCO COUNTY ORDINANCE NO. 22-64 AND OWNERSHIP OF ROADS WITHIN DISTRICT BOUNDARIES.	0.1	\$30.50
1/6/2023	JMV	TELEPHONE CALL RE: CDD MAINTENANCE DUTIES; DRAFT EMAIL TO C. ADAMS.	0.3	\$106.50
Total Professional Services			0.6	\$170.00

February 08, 2023
Client: 001044
Matter: 000001
Invoice #: 22680

Page: 2

Total Services	\$170.00	
Total Disbursements	\$0.00	
Total Current Charges		\$170.00
Previous Balance		\$488.00
<i>Less Payments</i>		<i>(\$488.00)</i>
PAY THIS AMOUNT		\$170.00

Please Include Invoice Number on all Correspondence

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

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

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The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on February 21, 2023 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667.

Present were:

Kathleen Lonergan	Chair
Arthur Rhodes	Vice Chair
Carol Vaughan	Assistant Secretary
Janice Benedetti	Assistant Secretary
Michael Walsh	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Kurt Heath	District Engineer
Tim Gatz	Down to Earth Landscaping (DTE)
Herb Hurley	Heritage Pines Community Association
Bob Napolitano	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 2:01 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Public Comments: Agenda Items [3 minutes per person]

There were no public comments.

39 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02,
Designating a Registered Agent and
Registered Office of the District, and
Providing for an Effective Date**

40
41
42
43

44 Ms. Lonergan presented Resolution 2023-02.

45 Mr. Adams stated Resolution 2023-02 designates Craig Wrathell as the new Registered
46 Agent and Wrathell, Hunt and Associates as the new Registered Office of the District.

47

**On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor,
Resolution 2023-02, Designating Wrathell Hunt and Associates as the
Registered Agent and 2300 Glades Road, Suite 410W, Boca Raton, Florida
33431 as the Registered Office of the District, and Providing for an Effective
Date, was adopted.**

53
54

55 **FIFTH ORDER OF BUSINESS**

**Consideration of Landscape Maintenance
Agreement with Heritage Pines
Community Association, Inc.**

56
57
58

59 Ms. Lonergan presented the Landscape Maintenance Agreement with Heritage Pines
60 Community Association, Inc., and stated she asked Mr. Adams to have District Counsel review
61 the Agreement but was informed that she had left the firm.

62 Mr. Adams will arrange for another attorney from the same firm to review the
63 agreement.

64 Mr. Rhodes voiced his opinion that it is appropriate to examine the status of the current
65 contract between the CDD and the Heritage Pines Community Association (HPCA).
66 Communication has been excellent and the working relationship is very flexible and responsive.
67 The activities and actions are results-oriented and Mr. Gatz has been very helpful working with
68 the staff and the Admin Supervisor.

69 The Board reviewed and discussed the HPCA proposal, including properly executed
70 addendums, lack of performance detail, why equipment maintenance and repair and pipe
71 cleanouts were removed from the contract and staffing

72 Regarding why there was a significant price increase from Fiscal Year 2020 to Fiscal Year
 73 2022 to accomplish the same work, Mr. Hurley explained that the increases are due to
 74 increases for fertilizer, staffing, District Engineer’s labor, irrigation tech, mechanic’s labor, etc.,
 75 which are all built into the budget. He believes that the HPCA and CDD are paying double for
 76 landscaping and, in his opinion, DTE is overcharging the CDD for those services.

77 Discussion ensued regarding DTE’s rates, LMP, if it would be more economical to bring
 78 landscaping in house, if the HPCA will charge the CDD to use its specialty golf course grass
 79 equipment, how much HPCA will charge for equipment maintenance, whether the HPCA will
 80 charge extra to maintain Paleo Park, whether items such as staffing and pipe cleanouts can be
 81 negotiated and if it is possible to obtain additional bids.

82 Mr. Hurley stated, although the budget was prepared in accordance with the current
 83 economy, it can be modified. He will consult with the HPCA attorney and email revisions to Mr.
 84 Adams. Mr. Adams stated that, in order to measure performance, the Board needs more
 85 specificity, such as the number of planned mows and how often there will be cutbacks on
 86 shrubs and grasses. Ms. Lonergan will provide Mr. Hurley with a list of items the Board would
 87 like adjusted.

88

89 **SIXTH ORDER OF BUSINESS**

**Consideration of Proposal from Landscape
Maintenance Professionals, Inc.**

90
91

- 92 **A. Sample Bid Packet**
- 93 **B. Landscape Maintenance Service Agreement**
- 94 **C. Additional Maintained CDD’s**

95 This item was tabled.

96

97 **SEVENTH ORDER OF BUSINESS**

**Continued Discussion/Consideration of
Pine Tree Removal on Front Property per
Arborists Report**

98
99

100

101 Ms. Lonergan presented estimates from the following:

- 102 **A. A-Z Tree Service, LLC**
- 103 **B. Panzner’s Tree Service, Inc**

104 Discussion ensued regarding the proposals, Arborist’s Report, stump-grinding and costs.

105

106 **On MOTION by Ms. Lonergan and seconded by Ms. Benedetti, with all in favor,**
107 **the A-Z Tree Service, LLC estimate for pine tree removal, in the amount of**
108 **\$6,000, was approved.**

109

110

111 **EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of December 31, 2022**

112

113

114 Mr. Adams presented the Unaudited Financial Statements as of December 31, 2022.

115

116 **On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor,**
117 **the Unaudited Financial Statements as of December 31, 2022, were accepted.**

118

119

120 **NINTH ORDER OF BUSINESS**

**Approval of December 6, 2022 Regular
Meeting Minutes**

121

122

123 Ms. Lonergan presented the December 6, 2022 Regular Meeting Minutes. The following
124 changes were made:

125 Line 172: Change “her” to “Herb” and insert “Tim” after “with”

126

127 **On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, the**
128 **December 6, 2022 Regular Meeting Minutes, as amended, were approved.**

129

130

131 • **To Do Action Items List**

132 Items 13 and 18: Delete

133 Item 17: Change “the lakes” to “EWRA 33”

134 Items 14 and 15 were completed.

135

136 **TENTH ORDER OF BUSINESS**

Staff Reports

137

138 **A. District Counsel: *Straley Robin Vericker, P.A.***

139 There was no report.

140 B. District Engineer: *Stroud Engineering Consultants*

141 There was no report.

142 C. District Manager: *Wrathell, Hunt and Associates, LLC*

143 • NEXT MEETING DATE: April 18, 2023 at 2:00 P.M.

144 ○ QUORUM CHECK

145 The next meeting would be held on April 18, 2023.

146

147 **ELEVENTH ORDER OF BUSINESS**

Audience Comments: Non-Agenda Items [3 minutes per person]

148

149

150 Resident Bob Napolitano asked if there is a different regulation for Natural Wet
151 Retention Areas (NWRAs) and if they are maintained by the CDD.

152 Mr. Heath stated NWRAs are maintained by the CDD, contain a few drainage pipes and
153 are considered wetland areas.

154 Discussion ensued regarding NWRA 38, retention ponds, wetland areas, surveys,
155 flooding concerns and tree removals in Paleo Park.

156

157 **TWELFTH ORDER OF BUSINESS**

Supervisors' Requests

158

159 There were no Supervisor's requests.

160

161 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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164 **On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor,**
165 **the meeting adjourned at 2:53 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

171
172
173
174
175
176

Secretary/Assistant Secretary

Chair/Vice Chair

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	12.03.19	Mr. Adams: Send copies of engagement letters & other CDD communications to all Supervisors. Revised 12.01.20 Mr. Adams: Email bank statements for months between reg mtgs. 06.21.22/12.06.22 Mr. Adams: Email Reconciliation Reports to Board monthly.	ONGOING	
2	06.09.20	Mr. Gatz: Inspect and address plant beds and overgrowth at several east and west EDRA areas, before the mulch is applied. Revised 09.08.20 Pond 15A & 15B: Inspect sparse plant bed. Revised 12.01.20 Mr. Gatz: Install plant material instead of sod near Pond 15A and add sod to reduce the erosion in the area. Revised 04.19.22 Mr. Gatz: Submit proposal to install sod at EDRA #21 & Pond 15A.	ONGOING	
3	07.14.20	SOLitude: Send Monthly Reports during first week of the following month.	ONGOING	
4	04.20.21	Mr. Heath: Survey the area of erosion on the non-irrigated north bank at EDRA 25.	ONGOING	
5	06.29.21	DTE Staff: Have pipes at Hole #17 at NWRA #38 and EDRA #47 cleaned out, and inspect entire community. 07.20.21 Monitor areas, prepare list to address during April or May dry seasons and obtain proposals.	ONGOING	
6	06.29.21	Staff: Increase spraying Paleo Park twice each month and mulch as needed. 06.21.22 Remove the tree in middle of the path. 07.19.22 Per Ms. Vaughan: CDD's maintenance responsibilities at Paleo Park include: <ul style="list-style-type: none"> ➤ Mulch installation. ➤ Raking leaves. ➤ Taking care of the water and the sinkhole. (Per Mr. Gatz: SOLitude does this.) ➤ Removal of dead branches and debris ➤ Mowing of certain small areas ➤ Spraying weeds 	ONGOING	
7	06.29.21	Mr. Gatz: Have pipe at Hole #18 behind the T-box unclogged, possibly charge for time to remove it all and get Mr. Heath involved, if needed.	ONGOING	
8	09.21.21	Mr. Gatz: Obtain proposal for sod to install at EDRA #58 07.20.21 This is an HOA, not CDD issue. 09.21.21 Added back to list for follow-up: Replace patch of sod by maintenance shed. 10.19.21 Mr. Gatz to order with next sod order. 12.06.22 Mr. Gatz: Order extra sod to recently approved proposal.	ONGOING	

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
9	09.21.21	Mr. Heath: Inspect and monitor 18445 Fairway Green Drive for EDRA #35 for erosion around a cypress tree that should be inspected and monitored.	ONGOING	
10	09.21.21	Mr. Heath: Inspect 11701 and 11705 Scenic Hills Boulevard. The area was filled in but inspection must wait until the water level drops.	ONGOING	
11	06.21.22	Mr. Gatz: Inspect landscaping & erosion to determine best course of action at the "snake pit" lake and the two islands. 07.19.22 Per Ms. Lonergan: Identified items will be compiled on a monthly list. Asked if plants in the area would be removed or sod installed, Mr. Walsh stated that would be determined when the area is inspected. Ms. Vaughan noted that complaints were received residents who felt that the grass should be cut.	ONGOING	
12	06.21.22	Ms. Lonergan & Mr. Walsh: Participate in annual pipe inspection with Mr. Gatz and Mr. Heath during the dry season.	ONGOING	
13	12.06.22	Lupton's Construction Services, LLC \$8,552.08 estimate to be approved once project to repair the 36" storm drainage pipe commences in the Spring.	ONGOING	
14	12.06.22	Mr. Adams: Ask SOLitude how they access EWRA 33 and email information to the Board.	ONGOING	
15	02.21.23	Mr. Adams: Have another attorney from Straley Robin Vericker review Landscape Maintenance Agreement with HPCA and report findings at the next meeting.	ONGOING	

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

**COMPLETED
TO DO LIST ACTION ITEMS**

(To remain on Completed List for one year from date moved to Completed.)

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	09.21.21	Mr. Gatz to inspect Paleo Park for poison ivy to the left around the corner when entering the park, past the bench. 04.19.22 Mr. Gatz to monitor this continually.	COMPLETED	04.19.22
2	12.07.21	Revisit removal of trees along the wall at NWRA 33, in Spring 2022.	COMPLETED	04.19.22
3	02.15.22	Mr. Adams to request Mr. Martinjak provide DTE's Staff's hourly rates and to negotiate the contract to commence March 1, 2022.	COMPLETED	04.19.22
4	02.15.22	Mr. Gatz to have DTE remove downed tree at NWRA 33.	COMPLETED	04.19.22
5	02.15.22	Mr. Gatz to have DTE remove dead branches and debris from Paleo Park.	COMPLETED	04.19.22
6	02.15.22	Mr. Gatz to inspect all the areas where the Brazilian Pepper trees were removed for regrowth. 04.19.22 Mr. Gatz to monitor this continually.	COMPLETED	04.19.22
7	04.19.22	Mr. Adams: Invite Auditor to present Audit for Fiscal Year 2021 at the next meeting.	COMPLETED	06.21.22
8	06.09.20	ITEM 2-Revised 04.19.22 Mr. Gatz to submit a proposal to install sod at EDRA #21 and at Pond 15A. 06.21.22 Task for EDRA #21 was completed.	COMPLETED	06.21.22
9	09.21.21	ITEM 11 Ms. Lonergan and Mr. Walsh to compile a list of pipe repairs for Mr. Gatz and Mr. Heath to be addressed during dry season. 02.15.22 Inspection date is March 16, 2022, 10:00 a.m., meeting up at the maintenance building. Inspection to include EDRA #22. 06.21.22 Inspection held after the April 19, 2022 meeting and concluded most of the issues required DTE cleanup services versus engineering services.	COMPLETED	06.21.22
10	04.19.22	Mr. Gatz to inspect integrity of the wall at NWRA 33 and remove any vegetation. 06.21.22 This was removed at it is not a CDD item.	COMPLETED	06.21.22
11	04.19.22	Mr. Adams to send a copy of the SOLitude HPCC Enhanced Waterbody Assessment Report to the person at SOLitude in the Audubon Department for review and make recommendations if needed.	COMPLETED	10.18.22
12	06.21.22	Mr. Gatz: Submit a proposal to refurbish slope of EDRA #28 with sod and address irrigation.	COMPLETED	10.18.22

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

13	06.21.22	Mr. Adams to coordinate SOLitude treating EDRA #33 at the same time as EDRA #38 in October and increase treatment to three times a year; March, June and October.	COMPLETED	10.18.22
14	06.21.22	Mr. Adams designated point of contact with HPCV's Counsel to address their request to have leaning hazardous trees removed. Mr. Adams also to engage the HPCA's Arborist to survey the area and implement an annual Firewise monitoring program for the undeveloped property to commence February 2023. 07.19.22 Ms. Lonergan stated the Arborist surveyed the area. Mr. Adams stated he would forward the electronic report to the Board Members. Ms. Lonergan stated action would be taken at the next meeting.	COMPLETED	10.18.22
15	06.21.22	Mr. Heath to give vendor photo of broken storm grate to include in proposal for next mtg.	COMPLETED	10.18.22
16	06.21.22	Mr. Adams: Add HPCA interest in purchasing CDD property or Land Lease on July agenda.	COMPLETED	10.18.22
17	02.15.22	Mr. Adams to pay outstanding DTE invoices at old rate. 04.19.22 Mr. Adams waiting on Jan & Feb correct invoices from DTE to process payment. Mr. Adams to give Mr. Hurley and all Supervisors copy of executed Addendum to DTE contract.	COMPLETED	12.06.22
18	07.19.22	Mr. Gatz to meet with Mr. Hurley, Mr. Walsh and Ms. Lonergan regarding inspecting areas to be refurbished.	COMPLETED	12.06.22
19	10.07.22	Mr. Adams: Email September bank statements to the Board tomorrow.	COMPLETED	12.06.22
20	10.07.22	RE: Slope Hazards at the Two Islands - Mr. Gatz: Obtain pricing for mulch. Staff will trim back vegetation, control weeds and make these areas more presentable. Once the proposals are obtained, they will be provided to Mr. Adams 12.06.22 Approved proposal, mulch project to commence in the summer.	COMPLETED	02.21.23
21	12.06.22	Mr. Gatz to obtain proposals to remove the tagged pine trees listed in the Arborists' Report and present at the next meeting.	COMPLETED	02.21.23
22				

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

Heritage Pines Country Club Meeting Room, 11524 Scenic Hill Boulevard, Hudson, Florida 34667

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 18, 2022	Regular Meeting	2:00 PM
December 6, 2022	Regular Meeting	2:00 PM
February 21, 2023	Regular Meeting	2:00 PM
April 18, 2023	Regular Meeting	2:00 PM
June 20, 2023	Regular Meeting	2:00 PM
July 18, 2023	Public Hearing & Regular Meeting	2:00 PM
September 19, 2023	Regular Meeting	2:00 PM