

**THE HEIGHTS  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
CONTINUED PUBLIC HEARINGS  
& REGULAR MEETING  
SEPTEMBER 12, 2019**

**THE HEIGHTS**  
**COMMUNITY DEVELOPMENT DISTRICT AGENDA**  
**SEPTEMBER 12, 2019 at 10:00 A.M**

The offices of SoHo Capital located at 220 W. 7th Ave, Suite 100, Tampa, FL 33602

<b>District Board of Supervisors</b>	Chairman Vice Chairman Supervisor Supervisor Supervisor	Adam Harden Chas Bruck Frank Scalfaro Grant Kerekes I. Clay Thompson, III
<b>District Manager</b>	Meritus	Brian Lamb
<b>District Attorney</b>	Molloy & James	Daniel L. Molloy
<b>District Engineer</b>	Landmark Engineering & Surveying Corp.	Todd Amaden

***All cellular phones and pagers must be turned off while in the meeting room***

**The District Agenda is comprised of four different sections:**

The meeting will begin at **10:00 a.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The meeting will resume after the public hearing with the seventh section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The eighth section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. This portion of the agenda is also where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring Continued accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

SEPTEMBER 12, 2019

Board of Supervisors  
**The Heights Community Development District**

Dear Board Members:

The Continued Public Hearing & Regular Meeting of The Heights Community Development District will be held on **Thursday, September 12, 2019 at 10:00 a.m.** at the offices of SoHo Capital located at 220 W. 7th Ave, Suite 100, Tampa, FL 33602. Following is the Agenda for the Public Hearing and Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

**CONTINUED MEETING OF THE BOARD OF SUPERVISORS**

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS ON AGENDA ITEMS**
- 3. RECESS TO PUBLIC HEARING**
- 4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2020 BUDGET**
  - A. Open Public Hearing on Proposed Fiscal Year 2020 Budget
  - B. Staff Presentations
  - C. Public Comment
  - D. Consideration of Resolution 2019-04; Adopting Fiscal Year 2020 Budget..... Tab 01
  - E. Close Public Hearing on Proposed Fiscal Year 2020 Budget
- 5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**
  - A. Open Public Hearing on Levying O&M Assessments
  - B. Staff Presentations
  - C. Public Comment
  - D. Consideration of Resolution 2019-05; Levying O&M Assessments.....Tab 02
  - E. Close Public Hearing on Levying O&M Assessments
- 6. RETURN AND PROCEED TO REGULAR MEETING**
- 7. VENDOR AND STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 8. BUSINESS ITEMS**
  - A. Consideration of FY 2019-2020 Budget Funding Agreement.....Tab 03
  - B. Consideration of Resolution 2019-06; Setting Fiscal Year 2020 Meeting Schedule ..... Tab 04
  - C. General Matters of the District
- 9. CONSENT AGENDA**
  - A. Consideration of Minutes of the Board of Supervisors Meeting June 13, 2019..... Tab 05
  - B. Consideration of Minutes of the Continued Board of Supervisors Meeting August 07, 2019 Tab 06
  - C. Consideration of Operations and Maintenance Expenditures May 2019 ..... Tab 07
  - D. Consideration of Operations and Maintenance Expenditures June 2019 ..... Tab 08
  - E. Consideration of Operations and Maintenance Expenditures July 2019 .....Tab 09
  - F. Review of Financial Statements Month Ending July 31, 2019 ..... Tab 10
- 10. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 11. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Lamb  
President & CEO

## **RESOLUTION 2019-04**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2019, submitted to the Board of Supervisors (the “**Board**”) a proposed budget for the next ensuing budget year (the “**Proposed Budget**”), along with an explanatory and complete financial plan for each fund of The Heights Community Development District (the “**District**”), pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

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

**WHEREAS**, the Board set August 7, 2019, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

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

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

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

**WHEREAS**, in order for the Developer to fund a portion of the Budget, the Board desires to approve a form of the Budget Funding Agreement.

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

#### **Section 1. Budget**

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

- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2018/2019 and/or revised projections for fiscal year 2019/2020.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as the "Budget for The Heights Community Development District for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020," as adopted by the Board of Supervisors on August 7, 2019.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2019, and ending September 30, 2020, the sum of \$2,145,083.00 to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	<u>\$ \$198,652.00</u>
TOTAL DEBT SERVICE FUNDS	<u>\$1,946,431.00</u>
TOTAL ALL FUNDS	<u>\$2,145,083.00*</u>

\*Not inclusive of any collection costs.

## **Section 3. Budget Amendments**

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

**Section 4. Effective Date.**

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED THIS 12th DAY OF SEPTEMBER, 2019.**

**ATTEST:**

**THE HEIGHTS COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chair of the Board of Supervisors

**Exhibit A: 2019/2020 Budget**

2020



# THE HEIGHTS

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020  
FINAL ANNUAL OPERATING BUDGET

AUGUST 7, 2019



# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### FISCAL YEAR 2020 FINAL ANNUAL OPERATING BUDGET

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AUGUST 7, 2019



# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET INTRODUCTION

#### **Background Information**

The Heights Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2020, which begins on October 1, 2019. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<b><u>Fund Number</u></b>	<b><u>Fund Name</u></b>	<b><u>Services Provided</u></b>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2017 Committed Tax Increment and Special Assessment Bonds
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018 Special Assessment Revenue Bonds

#### **Facilities of the District**

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

#### **Maintenance of the Facilities**

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2019 Final Operating Budget	Current Period Actuals 10/1/18 - 2/28/19	Projected Revenues & Expenditures 3/1/19 to 9/30/19	Total Actuals and Projections Through 9/30/19	Over/(Under) Budget Through 9/30/19
<b>REVENUES</b>					
<b>SPECIAL ASSESSMENTS</b>					
Operations & Maintenance Assmts - Off Roll	0.00	0.00	0.00	0.00	0.00
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>INTEREST EARNINGS</b>					
Interest Earnings	0.00	1.22	0.00	1.22	1.22
<b>TOTAL INTEREST EARNINGS</b>	<b>0.00</b>	<b>1.22</b>	<b>0.00</b>	<b>1.22</b>	<b>1.22</b>
<b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>					
Developer Contributions	198,652.00	59,659.73	138,992.27	198,652.00	0.00
<b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>	<b>198,652.00</b>	<b>59,659.73</b>	<b>138,992.27</b>	<b>198,652.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>\$198,652.00</b>	<b>\$59,660.95</b>	<b>\$138,992.27</b>	<b>\$198,653.22</b>	<b>\$1.22</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	4,000.00	0.00	0.00	0.00	(4,000.00)
<b>TOTAL LEGISLATIVE</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(4,000.00)</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Management & Accounting Services	50,000.00	13,333.35	36,666.65	50,000.00	0.00
District Engineer	3,000.00	9,680.00	3,000.00	12,680.00	9,680.00
Disclosure Report	10,000.00	0.00	10,000.00	10,000.00	0.00
Trustee Fees	10,000.00	1,683.60	4,040.64	5,724.24	(4,275.76)
Accounting Services	0.00	825.00	0.00	825.00	825.00
Auditing Services	8,000.00	2,046.00	5,954.00	8,000.00	0.00
Postage, Phone, Faxes, Copies	100.00	66.31	33.69	100.00	0.00
Public Officials Insurance	1,577.00	937.50	639.50	1,577.00	0.00
Legal Advertising	1,000.00	999.15	0.85	1,000.00	0.00
Bank Fees	200.00	0.00	200.00	200.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Office Supplies	100.00	0.00	100.00	100.00	0.00
Website Administration	0.00	2,950.00	0.00	2,950.00	2,950.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>84,152.00</b>	<b>32,695.91</b>	<b>60,635.33</b>	<b>93,331.24</b>	<b>9,179.24</b>
<b>LEGAL COUNSEL</b>					
District Counsel	6,000.00	583.55	5,416.45	6,000.00	0.00
<b>TOTAL LEGAL COUNSEL</b>	<b>6,000.00</b>	<b>583.55</b>	<b>5,416.45</b>	<b>6,000.00</b>	<b>0.00</b>
<b>ELECTRIC UTILITY SERVICES</b>					
Electric Utility Services	0.00	0.00	0.00	0.00	0.00
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>					
Contingency Expense	80,000.00	0.00	62,559.24	62,559.24	(17,440.76)
Decorative Light Maintenance	5,000.00	0.00	5,000.00	5,000.00	0.00
Property & Liability Insurance	2,500.00	1,145.85	1,354.15	2,500.00	0.00
Landscape Maintenance	15,000.00	12,000.00	3,000.00	15,000.00	0.00
Plant Replacement Program	2,000.00	0.00	2,000.00	2,000.00	0.00
Irrigation Maintenance	0.00	12,262.74	0.00	12,262.74	12,262.74
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>104,500.00</b>	<b>25,408.59</b>	<b>73,913.39</b>	<b>99,321.98</b>	<b>(5,178.02)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$198,652.00</b>	<b>\$58,688.05</b>	<b>\$139,965.17</b>	<b>\$198,653.22</b>	<b>\$1.22</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$972.90</b>	<b>(\$972.90)</b>	<b>\$0.00</b>	<b>\$0.00</b>

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2019 Final Operating Budget	Total Actuals and Projections Through 9/30/19	Over/(Under) Budget Through 9/30/19	Fiscal Year 2020 Final Operating Budget	Increase/(Decrease) from FY 2019 to FY 2020
<b>REVENUES</b>					
<b>SPECIAL ASSESSMENTS</b>					
Operations & Maintenance Assmts - Off Roll	0.00	0.00	0.00	0.00	0.00
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>INTEREST EARNINGS</b>					
Interest Earnings	0.00	1.22	1.22	0.00	0.00
<b>TOTAL INTEREST EARNINGS</b>	<b>0.00</b>	<b>1.22</b>	<b>1.22</b>	<b>0.00</b>	<b>0.00</b>
<b>CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>					
Developer Contributions	198,652.00	198,652.00	0.00	198,652.00	0.00
<b>TOTAL CONTRIBUTIONS &amp; DONATIONS FROM PRIVATE SOURCES</b>	<b>198,652.00</b>	<b>198,652.00</b>	<b>0.00</b>	<b>198,652.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>\$198,652.00</b>	<b>\$198,653.22</b>	<b>\$1.22</b>	<b>\$198,652.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	4,000.00	0.00	(4,000.00)	4,000.00	0.00
<b>TOTAL LEGISLATIVE</b>	<b>4,000.00</b>	<b>0.00</b>	<b>(4,000.00)</b>	<b>4,000.00</b>	<b>0.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Management & Accounting Services	50,000.00	50,000.00	0.00	50,000.00	0.00
District Engineer	3,000.00	12,680.00	9,680.00	3,000.00	0.00
Disclosure Report	10,000.00	10,000.00	0.00	10,000.00	0.00
Trustee Fees	10,000.00	5,724.24	(4,275.76)	10,000.00	0.00
Accounting Services	0.00	825.00	825.00	0.00	0.00
Auditing Services	8,000.00	8,000.00	0.00	8,000.00	0.00
Postage, Phone, Faxes, Copies	100.00	100.00	0.00	100.00	0.00
Public Officials Insurance	1,577.00	1,577.00	0.00	1,577.00	0.00
Legal Advertising	1,000.00	1,000.00	0.00	1,000.00	0.00
Bank Fees	200.00	200.00	0.00	200.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00	175.00	0.00
Office Supplies	100.00	100.00	0.00	100.00	0.00
Website Administration	0.00	2,950.00	2,950.00	0.00	0.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>84,152.00</b>	<b>93,331.24</b>	<b>9,179.24</b>	<b>84,152.00</b>	<b>0.00</b>
<b>LEGAL COUNSEL</b>					
District Counsel	6,000.00	6,000.00	0.00	6,000.00	0.00
<b>TOTAL LEGAL COUNSEL</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>0.00</b>
<b>ELECTRIC UTILITY SERVICES</b>					
Electric Utility Services	0.00	0.00	0.00	0.00	0.00
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>					
Contingency Expense	80,000.00	62,559.24	(17,440.76)	80,000.00	0.00
Decorative Light Maintenance	5,000.00	5,000.00	0.00	5,000.00	0.00
Property & Liability Insurance	2,500.00	2,500.00	0.00	2,500.00	0.00
Landscape Maintenance	15,000.00	15,000.00	0.00	15,000.00	0.00
Plant Replacement Program	2,000.00	2,000.00	0.00	2,000.00	0.00
Irrigation Maintenance	0.00	12,262.74	12,262.74	0.00	0.00
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>104,500.00</b>	<b>99,321.98</b>	<b>(5,178.02)</b>	<b>104,500.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$198,652.00</b>	<b>\$198,653.22</b>	<b>\$1.22</b>	<b>\$198,652.00</b>	<b>\$0.00</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### **Financial & Administrative**

##### **District Manager**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors,

##### **Recording Secretary**

As part of the consulting managers contract, the District retains a Recording Secretary to prepare and record the minutes of the official district records of proceeding.

##### **District Engineer**

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

##### **Disclosure Reporting**

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

##### **Trustees Fees**

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

##### **Auditing Services**

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor

##### **Financial Services**

As part of the consulting managers contract, the District retains Financial Services to process invoices, tax-roll preparation and record the District's transactions in compliance with governmental accounting

##### **Travel Per Diem**

This applies at the current rate of mileage reimbursement for official District business.

##### **Postage, Phone, Fax, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

##### **Rentals & Leases**

This is required of the District to store its official records.

##### **Public Officials Insurance**

The District carries Public Officials Liability in the amount of \$1,000,000.

##### **Legal Advertising**

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

##### **Bank Fees**

The District operates a checking account for expenditures and receipts.

##### **Dues, Licenses & Fees**

The District is required to file with the County and State each year.

##### **Miscellaneous Fees**

To provide for unbudgeted administrative expenses.

##### **Investment Reporting Fees**

This is to provide an investment report to the District on a quarterly basis.

##### **Office Supplies**

Cost of daily supplies required by the District to facilitate operations.

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND 001

#### **Technology Services**

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

#### **Website Administration**

This is for maintenance and administration of the District's official website.

#### **Capital Outlay**

This is to purchase new equipment as required.

#### **Legal Counsel**

##### **District Counsel**

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and

#### **Electric Utility Services**

##### **Electric Utility Services**

This item is for street lights, pool, recreation facility and other common element electricity needs.

#### **Garbage/Solid Waste Control Services**

##### **Garbage Collection**

This item is for pick up at the recreation facility and parks as needed.

#### **Water-Sewer Combination Services**

##### **Water Utility Services**

This item is for the potable and non-potable water used for irrigation.

#### **Other Physical Environment**

##### **Non-Potable Irrigation Service**

This item provides for irrigation service to the District's common area landscape program.

##### **Waterway Management System**

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

##### **Property & Casualty Insurance**

The District carries \$1,000,000 in general liability and also has sovereign immunity.

##### **Entry & Walls Maintenance**

This item is for maintaining the main entry feature and other common area walls.

##### **Landscape Maintenance**

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

##### **Miscellaneous Landscape**

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

##### **Plant Replacement Program**

This item is for landscape items that may need to be replaced during the year.

##### **Property Taxes**

This item is for property taxes assessed to lands within the District.

##### **Irrigation Maintenance**

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

#### **Road & Street Facilities**

##### **Pavement & Drainage Repairs & Maintenance**

This item is necessary to contract with a vendor to maintain the road and drainage infrastructure within the District

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND SERIES 2017

#### REVENUES

CDD Debt Service Assessments	\$ 1,407,200
<b>TOTAL REVENUES</b>	<b>\$ 1,407,200</b>

#### EXPENDITURES

Series 2017 July Bond Interest Payment	\$ 523,600
Series 2017 January Bond Principal Payment	\$ 360,000
Series 2017 January Bond Interest Payment	\$ 523,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,407,200</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>

#### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 1/1/2020	\$ 21,745,000
Principal Payment Applied Toward Series 2017 Bonds	\$ 360,000
<b>Bonds Outstanding - Period Ending 1/1/2021</b>	<b>\$ 21,385,000</b>

\* Semi-annual Payments are made on 7/1 and 1/1 of each year.  
FY 2020 payments are 7/1/20 and 1/1/21

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND SERIES 2018

#### REVENUES

CDD Debt Service Assessments	\$	539,231
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>539,231</b>

#### EXPENDITURES

Series 2018 July Bond Interest Payment	\$	204,616
Series 2018 January Bond Principal Payment	\$	130,000
Series 2018 January Bond Interest Payment	\$	204,616
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>539,231</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>

#### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 1/1/2020	\$	8,255,000
Principal Payment Applied Toward Series 2018 Bonds	\$	130,000
<b>Bonds Outstanding - Period Ending 1/1/2021</b>	<b>\$</b>	<b>8,125,000</b>

\* Semi-annual Payments are made on 7/1 and 1/1 of each year.

FY 2020 payments are 7/1/20 and 1/1/21

# THE HEIGHTS

## COMMUNITY DEVELOPMENT DISTRICT

### SCHEDULE OF ANNUAL ASSESSMENTS

Lot Size	EAU Value	Unit Count Debt Service	Unit Count O&M	FISCAL YEAR 2020			
				Debt Service Series 2017 Per Unit	Debt Service Series 2018 Per Unit	O&M Per Unit	Total Assessment
<b>Apartments</b>	1.00	900	900	\$ 600.00	\$ 231.00	\$ 84.67	\$ 915.67
<b>Condominiums</b>	1.25	620	620	\$ 750.00	\$ 288.00	\$ 105.84	\$ 1,143.84
<b>Retail/Commercial (per 1,000 sq. ft.)</b>	1.25	212	212	\$ 750.00	\$ 288.00	\$ 105.84	\$ 1,143.84
<b>Office (per 1,000 sq. ft.)</b>	2.00	278	278	\$ 1,200.00	\$ 461.00	\$ 169.34	\$ 1,830.34
<b>Total</b>		<b>2,010</b>	<b>2,010</b>				

**Notations:**

(1) Annual Assessments are based on the MADS, with administration fees and early payment discounts totaling 6%.



## **RESOLUTION 2019-05**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT; IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

WHEREAS, the District is located in the City of Tampa, Hillsborough County, Florida (the “County”); and

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

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budgets for Fiscal Year 2019-2020 (“Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

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

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

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

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2019-2020; and

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

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

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

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

WHEREAS, it is in the best interests of the District to adopt the assessment roll of The Heights Community Development District (the "Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference, and to certify the portion of the Assessment Roll relating to developed property ("Developed Property") to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property ("Undeveloped Property"), all as set forth in Exhibit "B;" and

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

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

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

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with Exhibits "A" and "B." The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on the Developed Property shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in Exhibits "A" and "B."

B. Direct Bill Assessments. The annual operations and maintenance assessments levied on the Undeveloped Property will be collected directly by the District in accordance with Florida law, as set forth in Exhibits "A" and "B." Assessments directly collected by the District are due in full on December 1, 2019; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2019, 25% due no later than February 1, 2020 and 25% due no later than May 1, 2020. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2019-2020 – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable bond interest rate (for

debt assessments) or statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The District’s Assessment Roll, attached to this Resolution as Exhibit “B,” is hereby certified. That portion of the District’s Assessment Roll which includes the Developed Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the Heights Community Development District.

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

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

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Heights Community Development District.

PASSED AND ADOPTED this 12th day of September, 2019.

ATTEST: HEIGHTS COMMUNITY  
DEVELOPMENT DISTRICT

\_\_\_\_\_  
CHAIRMAN

ATTEST:

\_\_\_\_\_  
SECRETARY

Exhibit A: Budget

Exhibit B: Assessment Roll (Uniform Method)

## Assessment Roll (Direct Collect)

**Budget Funding Agreement**  
Fiscal Year 2019/2020

This Agreement is made and entered into this 5th day of September, 2019, by and between **The Heights Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in Hillsborough County, Florida (hereinafter "**District**"), and **Riverside Heights Holdings II, LLC**, a Florida limited liability company, **Riverside Heights Holdings III, LLC**, a Florida limited liability company, **RHH 200 7<sup>th</sup> Ave, LLC**, a Florida limited liability company, and **Riverside Heights Pearl, LLC**, a Florida limited liability company (collectively, the "**Developer**").

**Recitals**

WHEREAS, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes and located in Hillsborough County, Florida, (the "**County**") for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns real property within the District, which property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the Fiscal Year 2019/2020, which year commences on October 1, 2019 and concludes on September 30, 2020; and

WHEREAS, the District will need a funding mechanism to enable it to proceed with its operations and services during Fiscal Year 2019/2020 as described in **Exhibit "A"** attached hereto; and

WHEREAS, the Developer desires to provide such funds, as are necessary, to the District to proceed with its operations and services for Fiscal Year 2019/2020, as described in Exhibit "A," and as may be amended from time to time by the District.

**NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:**

1. The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit "A", as may be amended from time to time, within thirty (30) days of written request by the District. The funds shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

2. The parties hereto recognize that a portion of the aforementioned operating expenses may be required in support of the District's effort to implement its capital improvements program which are to be financed in the form of note(s), bond(s) or future developer advances and as such may be considered to be reimbursable expenses. The District agrees that upon the issuance of its note(s) or bonds(s) that there will be included an amount sufficient to reimburse the Developer for a portion of the advances made pursuant to this agreement and such reimbursement will be made within thirty (30) days of receiving the proceeds of the note(s) or bond(s). The advances made pursuant to this agreement and reimbursement of same will not include any interest charge since it is anticipated that the District will proceed in a timely fashion to obtain its note(s) or bond(s).

3. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendment to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

4. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

5. This Agreement may be assigned, in whole or in part by either party only upon the written consent of the other. Any purported assignment without such written consent shall be void.

6. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Developer.

7. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for, trial alternative dispute resolution, or appellate proceedings.

8. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

9. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. The Agreement shall be effective after execution by both parties hereto.

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

WITNESSES:

**RIVERSIDE HEIGHTS HOLDINGS II,  
LLC**, a Florida limited liability company,

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

By: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Please Print Name  
Its \_\_\_\_\_

WITNESSES:

**RIVERSIDE HEIGHTS HOLDINGS III,  
LLC**, a Florida limited liability company,

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

By: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Please Print Name  
Its \_\_\_\_\_

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

**RHH 200 7<sup>th</sup> AVE, LLC**, a Florida limited liability company,

By: \_\_\_\_\_  
\_\_\_\_\_  
Please Print Name  
Its \_\_\_\_\_

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
\_\_\_\_\_  
Print Name

**RIVERSIDE HEIGHTS PEARL, LLC**, a Florida limited liability company,

By: \_\_\_\_\_  
\_\_\_\_\_  
Please Print Name  
Its \_\_\_\_\_

**DISTRICT:**

WITNESSES:

\_\_\_\_\_  
Witness Signature  
Printed name: \_\_\_\_\_

\_\_\_\_\_  
Witness Signature  
Printed name: \_\_\_\_\_

**THE HEIGHTS COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Adam Harden, Chairman

**Exhibit “A” – Fiscal Year 2019/2020 General Fund Budget**



**RESOLUTION 2019-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS FOR THE FISCAL YEAR 2019/2020, AND PROVIDING FOR AN EFFECTIVE DATE HEREOF**

**WHEREAS**, The Heights Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

**WHEREAS**, the District’s Board of Supervisors (the “**Board**”), is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

**WHEREAS**, the Board is statutorily required to file annually with the local governing authority a schedule of its regular meetings.

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

**Section 1.** Regular meetings of the Board of Supervisors of the District, for the Fiscal Year 2019/2020, shall be held as provided on the schedule attached as **Exhibit A**.

**Section 2.** In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with the Hillsborough County a schedule of the District’s regular meetings.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 12<sup>th</sup> DAY OF SEPTEMBER, 2019.**

**THE HEIGHTS  
COMMUNITY DEVELOPMENT DISTRICT**

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**CHAIRMAN**

**ATTEST:**

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**SECRETARY**

## **EXHIBIT A**

### **HEIGHTS COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE**

#### **FISCAL YEAR 2019/2020**

<b>October 02, 2019</b>	<b>10:00 a.m.</b>
<b>November 06, 2019</b>	<b>10:00 a.m.</b>
<b>December 04, 2019</b>	<b>10:00 a.m.</b>
<b>February 05, 2020</b>	<b>10:00 a.m.</b>
<b>March 04, 2020</b>	<b>10:00 a.m.</b>
<b>April 01, 2020</b>	<b>10:00 a.m.</b>
<b>May 06, 2020</b>	<b>10:00 a.m.</b>
<b>June 3, 2020</b>	<b>10:00 a.m.</b>
<b>July 01, 2020</b>	<b>10:00 a.m.</b>
<b>August 05, 2020</b>	<b>10:00 a.m.</b>
<b>September 02, 2020</b>	<b>10:00 a.m.</b>

**All meetings will convene at the offices of SoHo Capital located at 220 W. 7th Ave, Suite 100,  
Tampa, FL 33602.**

# THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT

June 13, 2019 Minutes of the Regular Meeting

## Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for The Heights Community Development District was held on **Wednesday, June 13, 2019 at 2:00 p.m.** at the offices of SoHo Capital, Inc. 220 W. 7th Ave, Suite 100, Tampa, FL 33602.

### 1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Regular Meeting of the Board of Supervisors of The Heights Community Development District to order on **Wednesday, June 13, 2019 at 2:00 p.m.**

Board Members Present and Constituting a Quorum:

Adam Harden	Chairman	<i>via conference call</i>
Frank Scalfaro	Supervisor	
Clay Thompson	Supervisor	
Grant Kerekes	Supervisor	

Staff Members Present:

Brian Lamb	Meritus
Dan Molloy	Molloy & James

There were no members of the general public in attendance.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

### 3. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager

### 4. BUSINESS ITEMS

- A. Consideration of Resolution 2019-03; Approving FY 2020 Proposed Budget & Setting Public Hearing

Mr. Lamb reviewed the resolution and budget line items with the Board. The public hearing is set for August 7, 2019 at 10:00 a.m. at the same location.

MOTION TO: Approve Resolution 2019-03.  
MADE BY: Supervisor Harden  
SECONDED BY: Supervisor Thompson  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion passed unanimously

**B. Acceptance of Financial Report FY Ended September 30, 2018**

The Board reviewed the audit.

MOTION TO: Approve the Financial Report for Fiscal Year Ended  
September 30, 2018.  
MADE BY: Supervisor Harden  
SECONDED BY: Supervisor Thompson  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion passed unanimously

**C. Annual Qualified Electors Disclosure**

Mr. Lamb announced that The Heights CDD had 115 qualified electors as of April 15, 2019.

**D. General Matters of the District**

**5. CONSENT AGENDA**

- A. Consideration of Minutes of the Landowners Election November 7, 2018**
- B. Consideration of Minutes of the Board of Supervisors Meeting November 7, 2018**
- C. Consideration of Operations and Maintenance Expenditures October 2018**
- D. Consideration of Operations and Maintenance Expenditures November 2018**
- E. Consideration of Operations and Expenditures December 2018**
- F. Consideration of Operations and Expenditures January 2019**
- G. Consideration of Operations and Expenditures February 2019**
- H. Consideration of Operations and Expenditures March 2019**
- I. Consideration of Operations and Expenditures April 2019**
- J. Review of Financial Statements through April 30, 2018**

The Board reviewed the Consent Agenda items.

MOTION TO: Approve the Consent Agenda.  
MADE BY: Supervisor Harden  
SECONDED BY: Supervisor Thompson  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion passed unanimously

## 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

There were no supervisor requests or audience comments.

There was a question about qualified electors. Mr. Lamb explained.

## 7. ADJOURNMENT

MOTION TO: Adjourn.  
MADE BY: Supervisor Thompson  
SECONDED BY: Supervisor Harden  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion passed unanimously

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

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

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Chairman**

☐ **Vice Chairman**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

# THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT

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## August 7, 2019 Minutes of the Regular Meeting and Public Hearings

### Minutes of the Regular Meeting and Public Hearings

The Regular Meeting and Public Hearings of the Board of Supervisors for The Heights Community Development District was held on **Wednesday, August 7, 2019 at 10:00 a.m.** at the offices of SoHo Capital, Inc. 220 W. 7th Ave, Suite 100, Tampa, FL 33602.

#### 1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Regular Meeting and Public Hearings of the Board of Supervisors of The Heights Community Development District to order on **Wednesday, August 7, 2019 at 10:00 a.m.**

Staff Members Present:

Brian Lamb Meritus

There were no members of the general public in attendance.

Mr. Lamb announced that the regular meeting and public hearings will be continued to Thursday, September 5, 2019 at 10:00 a.m. at the same location.

#### 2. CONTINUATION/ADJOURNMENT

The meeting was continued to Thursday, September 5, 2019 at 10:00 a.m. at the same location.

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

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

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Chairman**

☐ **Vice Chairman**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal



## The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
Meritus Districts	9084	\$ 2,672.67		Management Services - May
<b>Monthly Contract Sub-Total</b>		<b>\$ 2,672.67</b>		
<b>Variable Contract</b>				
Grau and Associates	18182	\$ 1,000.00		Audit FYE 09/30/2018 - 05/02/2019
Landmark	2140039 22	375.00		Professional Services - thru 04/04/2019
Molloy & James	17011	275.00		Professional Services - thru 04/15/2019
Molloy & James	17024	275.00	<b>\$ 550.00</b>	Professional Services - thru 04/22/2019
<b>Variable Contract Sub-Total</b>		<b>\$ 1,925.00</b>		
<b>Utilities</b>				
<b>Utilities Sub-Total</b>		<b>\$ 0.00</b>		
<b>Regular Services</b>				
<b>Regular Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>Additional Services</b>				
K. Johnson's Lawn & Landscaping, Inc.	16171	\$ 2,700.00		Lawn Maintenance - thru 04/30/2019
<b>Additional Services Sub-Total</b>		<b>\$ 2,700.00</b>		
<b>TOTAL:</b>		<b>\$ 7,297.67</b>		

Approved (with any necessary revisions noted):

# The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

# INVOICE

Invoice Number: 9084  
Invoice Date: May 1, 2019  
Page: 1

<b>Bill To:</b>
The Heights CDD 2005 Pan Am Circle Ste 300 Tampa, FL 33607

<b>Ship to:</b>

Customer ID	Customer PO	Payment Terms	
The Heights CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		5/1/19

Quantity	Item	Description	Unit Price	Amount
		District Mgmt Services - May		2,666.67
		Postage - March		6.00
		MC		

Subtotal	2,672.67
Sales Tax	
Total Invoice Amount	2,672.67
Payment/Credit Applied	
<b>TOTAL</b>	<b>2,672.67</b>

## Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*The Heights Community Development District*  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Invoice No. 18182  
Date 05/02/2019

---

SERVICE	AMOUNT
Audit FYE 09/30/2018	\$ 1,000.00
Current Amount Due	\$ 1,000.00

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
1,000.00	0.00	0.00	0.00	0.00	1,000.00

Payment due upon receipt.



8515 Palm River Road, Tampa, FL 33619-4315 | 813-621-7841 | Fax 813-621-6761 | mail@lesc.com | www.lesc.com

## Invoice

Ms. Maria A Sedo  
Meritus  
c/o Meritus  
2005 Pan Am Circle Drive  
Tampa, FL 33607

Invoice Date: May 16, 2019  
Invoice Num: 2140039-22  
Billing Through: May 4, 2019

The Heights CDD (2140039:)

Phase ID	Phase Description	Contract Amount	% Complete	Contract Billed To Date	Current Services
1.1-DE	District Engineer				\$375.00
	Review & Sign Réquisitions				
	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
	Senior Professional Engineer	2.50	\$150.00	\$375.00	

Amount Due This Invoice: \$375.00

51300  
2103 BSV

(Page 1 of 1)

INVOICES ARE DUE UPON RECEIPT - NO DISCOUNTS. UNPAID AMOUNTS WILL BEAR INTEREST AT 1-1/2% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. PURCHASER AGREES TO PAY ALL COSTS AND FEES FOR COLLECTION ON ACCOUNTS REMAINING UNPAID IN EXCESS OF 30 DAYS INCLUDING, BUT NOT LIMITED TO, ATTORNEYS FEES AND ATTORNEYS FEES ON APPEAL. ALL PAYMENTS RECEIVED ON PAST DUE ACCOUNTS WILL BE APPLIED FIRST TO INTEREST, THEN TO PRINCIPAL.

**Molloy & James**  
325 S. Boulevard  
Tampa, Florida 33606

Ph:813 - 254-7157

The Heights CDD  
C/O Meritus  
2005 Pam Am Circle, Suite 300  
Tampa, FL  
33607

April 26, 2019

Handwritten: 3105, 5140, 15

**Attention:** Brian Lamb  
**Re:** The Heights CDD General Matters

Inv #: 17011

DATE	DESCRIPTION	HOURS	AMOUNT
Apr-15-19	Review status of expansion.	1.50	412.50
	Totals	1.50	\$412.50
	<b>Total Fee &amp; Disbursements</b>		<b>\$412.50</b>
	Retainers Applied		137.50
	Previous Balance		412.50
	Previous Payments		412.50
	<b>Balance Now Due</b>		<b>\$275.00</b>

TAX ID Number 59-2866686

**PAYMENT DETAILS**

Mar-18-19	Check No. 1333		137.50
Apr-22-19	Check No. 1338		412.50
	<b>Total Payments</b>		<b>\$550.00</b>

Received

APR 29 2019

**Molloy & James**  
325 S. Boulevard  
Tampa, Florida 33606

Ph:813 - 254-7157

The Heights CDD  
C/O Meritus  
2005 Pam Am Circle, Suite 300  
Tampa, FL  
33607

May 9, 2019

**Attention:** Brian Lamb  
**Re:** The Heights CDD General Matters

Inv #: 17024

DATE	DESCRIPTION	HOURS	AMOUNT
Apr-22-19	Audit letter.	1.00	275.00
	Totals	1.00	<u>\$275.00</u>
	<b>Total Fee &amp; Disbursements</b>		<u>\$275.00</u>
	Previous Balance		275.00
	<b>Balance Now Due</b>		<u><b>\$550.00</b></u>

Received  
MAY 13 2019

TAX ID Number 59-2866686

BU 5/14/19  
C/O



**K. JOHNSON'S LAWN & LANDSCAPING, INC.**  
13620 VERNON DAIRY RD  
SPRING HILL, FL 34610

# Invoice

Date	Invoice #
4/29/2019	16171

<b>Bill To</b>
The Heights CDD SoHo Capital 701 S Howard Ave Suite106-322 Tampa, FL 33606

<b>Job Name</b>
The Heights

<b>Service Month</b>
March

Date	Description	Quantity	Rate	Amount
	Lawn Maintenance to The Heights CDD (First Cutting 4/2/2019)		900.00	900.00
	Lawn Maintenance to The Heights CDD (Second Cutting 4/16/2019)		900.00	900.00
	Lawn Maintenance to The Heights CDD (Third Cutting 4/30/2019)		900.00	900.00

*Handwritten notes:* J. Brown, [Signature], 4604

**PLEASE WRITE INVOICE NUMBER ON CHECK**

**Total \$2,700.00**

Phone #	Fax #	E-mail
8139275732		jennifer_kjlawn@aol.com

*Handwritten:* 5/2/19



## The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
Meritus Districts	9138	\$ 2,672.07		Management Services - June
<b>Monthly Contract Sub-Total</b>		<b>\$ 2,672.07</b>		
<b>Variable Contract</b>				
Landmark	2140039 23	\$ 525.00		Professional Services - thru 06/01/2019
<b>Variable Contract Sub-Total</b>		<b>\$ 525.00</b>		
<b>Utilities</b>				
<b>Utilities Sub-Total</b>		<b>\$ 0.00</b>		
<b>Regular Services</b>				
<b>Regular Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>Additional Services</b>				
Keystone Property Maintenance	7461	\$ 1,300.00		Replaced Dead Walters Viburnum - 06/12/2019
Tampa Bay Times	785786 060319	342.00		Notice of Meeting Change - 06/01/2019
<b>Additional Services Sub-Total</b>		<b>\$ 1,642.00</b>		
<b>TOTAL:</b>		<b>\$ 4,839.07</b>		

Approved (with any necessary revisions noted):

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Signature

Printed Name

## The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

**Meritus Districts**

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

**INVOICE**


Invoice Number: 9138  
Invoice Date: Jun 1, 2019  
Page: 1

**Bill To:**

The Heights CDD  
2005 Pan Am Circle  
Ste 300  
Tampa, FL 33607

**Ship to:**

Customer ID	Customer PO	Payment Terms	
The Heights CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		6/1/19

Quantity	Item	Description	Unit Price	Amount
		District Mgmt Services - June		2,666.67
		Postage - April		5.40
				

Subtotal	2,672.07
Sales Tax	
Total Invoice Amount	2,672.07
Payment/Credit Applied	
<b>TOTAL</b>	<b>2,672.07</b>



8515 Palm River Road, Tampa, FL 33619-4315 | 813-621-7841 | Fax 813-621-6761 | mail@lesc.com | www.lesc.com

## Invoice

Ms. Maria A Sedo  
Meritus  
c/o Meritus  
2005 Pan Am Circle Drive  
Tampa, FL 33607

Invoice Date: Jun 13, 2019  
Invoice Num: 2140039-23  
Billing Through: Jun 1, 2019

The Heights CDD (2140039:)

Phase ID	Phase Description	Contract Amount	% Complete	Contract Billed To Date	Current Services
1.1-DE	District Engineer				\$525.00
	Review & Sign Pay Applications & Requisitions				
	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
	Senior Professional Engineer	3.50	\$150.00	\$525.00	

Amount Due This Invoice: **\$525.00**

5/30/19  
3/03

RSN

(Page 1 of 1)

INVOICES ARE DUE UPON RECEIPT - NO DISCOUNTS. UNPAID AMOUNTS WILL BEAR INTEREST AT 1-1/2% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. PURCHASER AGREES TO PAY ALL COSTS AND FEES FOR COLLECTION ON ACCOUNTS REMAINING UNPAID IN EXCESS OF 30 DAYS INCLUDING, BUT NOT LIMITED TO, ATTORNEYS FEES AND ATTORNEYS FEES ON APPEAL. ALL PAYMENTS RECEIVED ON PAST DUE ACCOUNTS WILL BE APPLIED FIRST TO INTEREST, THEN TO PRINCIPAL.



**Keystone Property Maintenance**  
1324 Seven Springs Blvd #146  
New Port Richey, FL 34655 US  
(727) 224-6100  
keystonepm727@gmail.com

**Invoice 7461**

**BILL TO**  
**CDD**

*The Heights*

**DATE**  
06/12/2019

**PLEASE PAY**  
\$15,705.00

**DUE DATE**  
07/12/2019

DATE	ACCOUNT SUMMARY	AMOUNT
06/06/2019	Balance Forward	\$14,405.00
	Payments and credits between 06/06/2019 and 06/12/2019	0.00
	New charges (details below)	1,300.00
	<b>Total Amount Due</b>	<b>\$15,705.00</b>

ACTIVITY	QTY	RATE	AMOUNT
plants	26	50.00	1,300.00
REPLACED DEAD WALTERS VIBURNUM 7G			

**TOTAL OF NEW CHARGES**

**1,300.00**

**TOTAL DUE**

**\$15,705.00**

**THANK YOU.**

*5390*  
*U605*  
*H6*

*OK*  
*6/14/19*

[illegible]

## The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
Meritus Districts	9185	\$ 2,679.22		Management Services - July
<b>Monthly Contract Sub-Total</b>		<b>\$ 2,679.22</b>		
<b>Variable Contract</b>				
Landmark	2140039 24	\$ 600.00		Professional Services - thru 07/06/2019
Molloy & James	17081	275.00		Professional Services - thru 07/13/2019
Molloy & James	17110	110.00	<b>\$ 385.00</b>	Professional Services - thru 07/08/2019
<b>Variable Contract Sub-Total</b>		<b>\$ 985.00</b>		
<b>Utilities</b>				
<b>Utilities Sub-Total</b>		<b>\$ 0.00</b>		
<b>Regular Services</b>				
<b>Regular Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>Additional Services</b>				
K. Johnson's Lawn & Landscaping, Inc.	16146	\$ 1,800.00		Lawn Maintenance - thru 05/28/2019
K. Johnson's Lawn & Landscaping, Inc.	16222	1,800.00	<b>\$ 3,600.00</b>	Lawn Maintenance - thru 06/25/2019
Tampa Bay Times	799117 071919	866.88		Notice of 2019/2020 Budget - 07/12/2019 thru 07/19/2019
<b>Additional Services Sub-Total</b>		<b>\$ 4,466.88</b>		
<b>TOTAL:</b>		<b>\$ 8,131.10</b>		

Approved (with any necessary revisions noted):

# The Heights Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



**Meritus Districts**

2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070

**INVOICE**

Invoice Number: 9185  
Invoice Date: Jul 1, 2019  
Page: 1

**Bill To:**

The Heights CDD  
2005 Pan Am Circle  
Ste 300  
Tampa, FL 33607

**Ship to:****Customer ID**

The Heights CDD

**Customer PO****Payment Terms**


Net Due

**Shipping Method**

Best Way

**Ship Date****Due Date**

7/1/19

Quantity	Item	Description	Unit Price	Amount
		District Mgmt Services - July		2,666.67
		Postage - May		12.55
				

Subtotal	2,679.22
Sales Tax	
Total Invoice Amount	2,679.22
Payment/Credit Applied	
<b>TOTAL</b>	<b>2,679.22</b>



8515 Palm River Road, Tampa, FL 33619-4315 | 813-621-7841 | Fax 813-621-6761 | mail@lesc.com | www.lesc.com

## Invoice

The Heights CDD  
2005 Pan Am Circle Drive  
Tampa, FL 33607

Invoice Date: Jul 18, 2019  
Invoice No: 2140039-24  
Billing Through: Jul 6, 2019

### The Heights CDD (2140039:)

Phase ID	Phase Description	Contract Amount	% Complete	Contract Billed To Date	Current Services
1.1-DE	District Engineer				\$600.00
	Review & Sign Requisitions and Pay Apps				
	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
	Senior Professional Engineer	4.00	\$150.00	\$600.00	

Amount Due This Invoice: \$600.00

BSH  
3103  
573w

(Page 1 of 1)

INVOICES ARE DUE UPON RECEIPT - NO DISCOUNTS. UNPAID AMOUNTS WILL BEAR INTEREST AT 1-1/2% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. PURCHASER AGREES TO PAY ALL COSTS AND FEES FOR COLLECTION ON ACCOUNTS REMAINING UNPAID IN EXCESS OF 30 DAYS INCLUDING, BUT NOT LIMITED TO, ATTORNEY'S FEES AND ATTORNEY'S FEES ON APPEAL. ALL PAYMENTS RECEIVED ON PAST DUE ACCOUNTS WILL BE APPLIED FIRST TO INTEREST, THEN TO PRINCIPAL.

**Molloy & James**  
325 S. Boulevard  
Tampa, Florida 33606

Ph:813 - 254-7157

The Heights CDD  
C/O Meritus  
2005 Pam Am Circle, Suite 300  
Tampa, FL  
33607

June 27, 2019

**Attention:** Brian Lamb  
**Re:** The Heights CDD General Matters

Inv #: 17081

DATE	DESCRIPTION	HOURS	AMOUNT
Jun-13-19	Review agenda, attend meeting.	0.70	192.50
	Totals	0.70	<u>\$192.50</u>
	<b>Total Fee &amp; Disbursements</b>		<u><b>\$192.50</b></u>
	Previous Balance		550.00
	Previous Payments		275.00
	<b>Balance Now Due</b>		<u><b>\$467.50</b></u>

TAX ID Number 59-2866686

**PAYMENT DETAILS**

May-30-19	Check No. 1341	275.00
	<b>Total Payments</b>	<u><b>\$275.00</b></u>

BSY  
514w  
310

Received  
JUL 01 2019

**Molloy & James**  
325 S. Boulevard  
Tampa, Florida 33606

Ph:813 - 254-7157

The Heights CDD  
C/O Meritus  
2005 Pam Am Circle, Suite 300  
Tampa, FL  
33607

July 19, 2019

**Attention:** Brian Lamb  
**Re:** The Heights CDD General Matters

Inv #: 17110

DATE	DESCRIPTION	HOURS	AMOUNT
Jul-08-19	Review advertisement.	0.40	110.00
	Totals	0.40	\$110.00
	<b>Total Fee &amp; Disbursements</b>		<b>\$110.00</b>
	Previous Balance		467.50
	Previous Payments		275.00
	<b>Balance Now Due</b>		<b>\$302.50</b>

*5/14/20*  
*BN*  
*Calc*

TAX ID Number 59-2866686

**PAYMENT DETAILS**

Jul-08-19	Check No. 1347	275.00
	<b>Total Payments</b>	<b>\$275.00</b>

**Received**  
JUL 22 2019



K. JOHNSON'S LAWN & LANDSCAPING, INC.  
13620 VERNON DAIRY RD  
SPRING HILL, FL 34610

# Invoice

Date	Invoice #
5/31/2019	16146

<b>Bill To</b>
The Heights CDD SoHo Capital 701 S Howard Ave Suite106-322 Tampa, FL 33606

<b>Job Name</b>
The Heights

<b>Service Month</b>
May

Date	Description	Quantity	Rate	Amount
	Lawn Maintenance to The Heights CDD (First Cutting 5/14/2019)		900.00	900.00
	Lawn Maintenance to The Heights CDD (Second Cutting 5/28/2019)		900.00	900.00
<div>Handwritten notes: 4604, 57800, 182</div> <div>Handwritten signature and date: 6/14/19</div>				

PLEASE WRITE INVOICE NUMBER ON CHECK

**Total** **\$1,800.00**

Phone #	Fax #	E-mail
8139275732		jennifer_kjlawn@aol.com



**K. JOHNSON'S LAWN & LANDSCAPING, INC.**  
13620 VERNON DAIRY RD  
SPRING HILL, FL 34610

# Invoice

Date	Invoice #
6/21/2019	16222

<b>Bill To</b>
The Heights CDD SoHo Capital 701 S Howard Ave Suite106-322 Tampa, FL 33606

<b>Job Name</b>
The Heights

<b>Service Month</b>
June

Date	Description	Quantity	Rate	Amount
	Lawn Maintenance to The Heights CDD (First Cutting 6/11/2019)		900.00	900.00
	Lawn Maintenance to The Heights CDD (Second Cutting 6/25/2019)		900.00	900.00
	BSU U601 539W			

PLEASE WRITE INVOICE NUMBER ON CHECK

**Total \$1,800.00**

Phone #	Fax #	E-mail
8139275732		jennifer_kjlawn@aol.com

OW  
7/10/19

55

**Tampa Bay Times**

Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: 2019/2020 Budget** was published in **Tampa Bay Times: 7/12/19, 7/19/19**. in said newspaper in the issues of **Baylink Hillsborough**

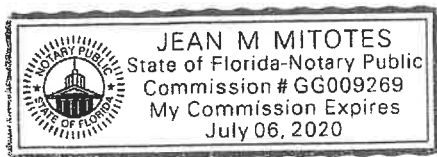
Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

  
Signature of Affiant

Sworn to and subscribed before me this 07/19/2019.

  
Signature of Notary Public
Personally known   /   or produced identification

Type of identification produced \_\_\_\_\_

**THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2019/2020 BUDGET(S), THE IMPOSITION OF MAINTENANCE AND OPERATION SPECIAL ASSESSMENTS, AND ADOPTION OF AN ASSESSMENT ROLL; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of The Heights Community Development District ("District") will hold a public hearing on August 07, 2019 at 10:00 a.m. at the offices of SoHo, Capital located at 220 W. 7th Ave, Suite 100, Tampa, FL 33602, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2019 and ending September 30, 2020 ("Fiscal Year 2019/2020") to consider the adoption of an assessment roll, to consider the imposition of special assessments to fund the Proposed Budget upon the lands located within the District, and to provide for the levy, collection and enforcement of the non-ad valorem assessments. A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda, Proposed Budget and preliminary assessment roll may be obtained at the offices of the District Manager, 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, (813) 397-5120 ("District Manager's Office"), during normal business hours. In accordance with Section 189.016, Florida Statutes, the proposed budget will be posted on the District's website [www.theheightscdd.org](http://www.theheightscdd.org) at least two days before the budget hearing date.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 for aid in contacting the District Manager's Office.

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

Brian Lamb  
District Manager

Run Date: 7/12/2019 &amp; 07/19/2019

799117



# The Heights Community Development District

Financial Statements  
(Unaudited)

Period Ending  
July 31, 2019



District Management Services, LLC  
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

**The Heights Community Development District**

Balance Sheet  
As of 7/31/2019  
(In Whole Numbers)

	General Fund	Debt Service Fund Series 2017	Debt Service Fund Series 2018	Capital Projects Fund Series 2017	Capital Projects Fund Series 2018	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
<b>Assets</b>								
Cash - Valley National	9,086	0	0	0	0	0	0	9,086
Investments - Interest 1001 Series 2017	0	0	0	0	0	0	0	0
Investments - Reserve 1003 Series 2017	0	703,600	0	0	0	0	0	703,600
Investments - Construction 1005 Series 2017	0	0	0	69,883	0	0	0	69,883
Investments - Capitalized Interest 1007 Series 2017	0	584,547	0	0	0	0	0	584,547
Investments - Interest Sub Account 4000 Series 2018	0	0	0	0	0	0	0	0
Investments - Debt Service Reserve 4002 Series 2018	0	0	244,550	0	0	0	0	244,550
Investments - Aquisition & Construction 4004 Series 2018	0	0	0	0	6,339,651	0	0	6,339,651
Investments - Capitalized Interest 4005 Series 2018	0	0	214,860	0	0	0	0	214,860
Accounts Receivable-Other	0	0	0	0	0	0	0	0
Due From Developer	0	0	0	0	0	0	0	0
Due From Capital Projects Fund	0	0	0	0	0	0	0	0
Prepaid Items - Misc	0	0	0	0	0	0	0	0
Prepaid Insurance-Gen Liab	458	0	0	0	0	0	0	458
Prepaid Insurance-Professional Liability	375	0	0	0	0	0	0	375
Prepaid Trustee Fees	337	0	0	0	0	0	0	337
Furniture, Fixtures & Equipment	0	0	0	0	0	6,056	0	6,056
Cost of Issuance	0	0	0	0	0	70,724	0	70,724

**The Heights Community Development District**

Balance Sheet  
As of 7/31/2019  
(In Whole Numbers)

	General Fund	Debt Service Fund Series 2017	Debt Service Fund Series 2018	Capital Projects Fund Series 2017	Capital Projects Fund Series 2018	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Construction Work In Progress	0	0	0	0	0	18,866,774	0	18,866,774
CIP- Redevelopment 2	0	0	0	0	0	0	0	0
Amount To Be Provided-Debt Service	0	0	0	0	0	0	30,000,000	30,000,000
Other	0	0	0	0	0	0	0	0
<b>Total Assets</b>	<b>10,256</b>	<b>1,288,147</b>	<b>459,409</b>	<b>69,883</b>	<b>6,339,651</b>	<b>18,943,554</b>	<b>30,000,000</b>	<b>57,110,901</b>
<b>Liabilities</b>								
Accounts Payable	13,024	0	0	0	0	0	0	13,024
Accounts Payable - Other	0	0	0	0	0	0	0	0
Retainage Payable	0	0	0	0	0	0	0	0
Contracts Payable	0	0	0	0	0	0	0	0
Due To General Fund	0	0	0	0	0	0	0	0
Due to Meritus	0	0	0	0	0	0	0	0
Deferred Revenue	0	0	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0	0	0
Revenue Bonds Payable - Series 2017	0	0	0	0	0	0	21,745,000	21,745,000
Revenue Bond Payable - Series 2018	0	0	0	0	0	0	8,255,000	8,255,000
<b>Total Liabilities</b>	<b>13,024</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000,000</b>	<b>30,013,024</b>
<b>Fund Equity &amp; Other Credits</b>								
<b>Contributed Capital</b>								
Fund Balance-All Other Reserves	0	(265,021)	0	(12,113)	0	0	0	(277,134)
Retained Earnings-Reserved	0	0	0	0	0	0	0	0
Fund Balance-Unreserved	(96,628)	0	0	0	0	0	0	(96,628)
Investment In General Fixed Assets	0	0	0	0	0	18,943,554	0	18,943,554
Other	93,861	1,553,168	459,409	81,997	6,339,651	0	0	8,528,085

The Heights Community Development District

Balance Sheet  
As of 7/31/2019  
(In Whole Numbers)

	General Fund	Debt Service Fund Series 2017	Debt Service Fund Series 2018	Capital Projects Fund Series 2017	Capital Projects Fund Series 2018	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Total Fund Equity & Other Credits Contributed Capital	<u>(2,768)</u>	<u>1,288,147</u>	<u>459,409</u>	<u>69,883</u>	<u>6,339,651</u>	<u>18,943,554</u>	<u>0</u>	<u>27,097,877</u>
Total Liabilities & Fund Equity	<u>10,256</u>	<u>1,288,147</u>	<u>459,409</u>	<u>69,883</u>	<u>6,339,651</u>	<u>18,943,554</u>	<u>30,000,000</u>	<u>57,110,901</u>

# The Heights Community Development District

## Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	2	2	0 %
Contributions & Donations From Private Sources				
Developer Contributions	198,652	87,897	(110,755)	(56)%
Total Revenues	198,652	87,899	(110,753)	(56)%
Expenditures				
Legislative				
Supervisor Fees	4,000	0	4,000	100 %
Financial & Administrative				
District Management & Accounting Services	50,000	26,667	23,333	47 %
District Engineer	3,000	5,175	(2,175)	(73)%
Disclosure Report	10,000	0	10,000	100 %
Trustees Fees	10,000	3,367	6,633	66 %
Auditing Services	8,000	6,546	1,454	18 %
Postage, Phone, Faxes, Copies	100	170	(70)	(70)%
Public Officials Insurance	1,577	2,459	(882)	(56)%
Legal Advertising	1,000	2,208	(1,208)	(121)%
Bank Fees	200	0	200	100 %
Dues, Licenses & Fees	175	175	0	0 %
Office Supplies	100	0	100	100 %
Website Administration	0	2,950	(2,950)	0 %
Legal Counsel				
District Counsel	6,000	1,931	4,069	68 %
Other Physical Environment				
Contingency Expense	80,000	0	80,000	100 %
Decorative Light Maintenance	5,000	0	5,000	100 %
Property & Casualty Insurance	2,500	2,292	208	8 %
Club Facility Maintenance	0	1,300	(1,300)	0 %
Landscape Maintenance	15,000	23,168	(8,168)	(54)%
Plant Replacement Program	2,000	0	2,000	100 %
Irrigation Maintenance	0	12,263	(12,263)	0 %
Total Expenditures	198,652	90,670	107,982	54 %
Excess of Revenues Over (Under) Expenditures	0	(2,771)	(2,771)	0 %

Fund Balance, Beginning of  
Period

# The Heights Community Development District

## Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
	0	4	4	0 %
Fund Balance, End of Period	<u>0</u>	<u>(2,768)</u>	<u>(2,768)</u>	<u>0 %</u>

# The Heights Community Development District

## Statement of Revenues and Expenditures

200 - Debt Service Fund Series 2017

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	31,606	31,606	0 %
Total Revenues	0	31,606	31,606	0 %
Expenditures				
Debt Service Payments				
Interest Payments	1,047,200	1,047,200	0	0 %
Total Expenditures	1,047,200	1,047,200	0	0 %
Excess of Revenues Over (Under) Expenditures	(1,047,200)	(1,015,594)	31,606	(3)%
Fund Balance, Beginning of Period	0	2,303,740	2,303,740	0 %
Fund Balance, End of Period	<u>(1,047,200)</u>	<u>1,288,147</u>	<u>2,335,347</u>	<u>(223)%</u>

# The Heights Community Development District

## Statement of Revenues and Expenditures

201 - Debt Service Fund Series 2018

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	10,244	10,244	0 %
Total Revenues	0	10,244	10,244	0 %
Expenditures				
Debt Service Payments				
Interest Payments	409,231	311,470	97,761	24 %
Total Expenditures	409,231	311,470	97,761	24 %
Excess of Revenues Over (Under) Expenditures	(409,231)	(301,226)	108,005	(26)%
Fund Balance, Beginning of Period	0	760,636	760,636	0 %
Fund Balance, End of Period	(409,231)	459,409	868,640	(212)%



# The Heights Community Development District

## Statement of Revenues and Expenditures

300 - Capital Projects Fund Series 2017

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	14,272	14,272	0 %
Total Revenues	0	14,272	14,272	0 %
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	1,522,308	(1,522,308)	0 %
Total Expenditures	0	1,522,308	(1,522,308)	0 %
Excess of Revenues Over (Under) Expenditures	0	(1,508,036)	(1,508,036)	0 %
Fund Balance, Beginning of Period	0	1,577,920	1,577,920	0 %
Fund Balance, End of Period	0	69,883	69,883	0 %

# The Heights Community Development District

## Statement of Revenues and Expenditures

301 - Capital Projects Fund Series 2018

From 10/1/2018 Through 7/31/2019

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	102,932	102,932	0 %
Total Revenues	0	102,932	102,932	0 %
Expenditures				
Financial & Administrative				
Trustees Fees	0	5,775	(5,775)	0 %
Other Physical Environment				
Improvements Other Than Buildings	0	857,235	(857,235)	0 %
Total Expenditures	0	863,010	(863,010)	0 %
Excess of Revenues Over (Under) Expenditures	0	(760,078)	(760,078)	0 %
Fund Balance, Beginning of Period	0	7,099,729	7,099,729	0 %
Fund Balance, End of Period	0	6,339,651	6,339,651	0 %

The Heights Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10102 Cash - Valley National  
Reconciliation ID: 07/31/2019  
Reconciliation Date: 7/31/2019  
Status: Locked

Bank Balance	9,085.98	
Less Outstanding Checks/Vouchers	0.00	
Plus Deposits in Transit	0.00	
Plus or Minus Other Cash Items	0.00	
Plus or Minus Suspense Items	<u>0.00</u>	
Reconciled Bank Balance	9,085.98	
Balance Per Books	<u>9,085.98</u>	
Unreconciled Difference	<u>0.00</u>	

Click the Next Page toolbar button to view details.

**The Heights Community Development District  
Reconcile Cash Accounts**

**Detail**

**Cash Account: 10102 Cash - Valley National**

**Reconciliation ID: 07/31/2019**

**Reconciliation Date: 7/31/2019**

**Status: Locked**

**Cleared Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1343	7/1/2019	System Generated Check/Voucher	1,000.00	Grau & Associates
1344	7/1/2019	System Generated Check/Voucher	2,700.00	K. Johnson's Lawn & Landscaping, Inc.
1345	7/1/2019	System Generated Check/Voucher	375.00	Landmark Engineering & Surveying Corporation
1346	7/1/2019	System Generated Check/Voucher	5,344.74	Meritus Districts
1347	7/1/2019	System Generated Check/Voucher	275.00	Molloy & James
Cleared Checks/Vouchers			9,694.74	

**The Heights Community Development District  
Reconcile Cash Accounts**

**Detail**

**Cash Account: 10102 Cash - Valley National**

**Reconciliation ID: 07/31/2019**

**Reconciliation Date: 7/31/2019**

**Status: Locked**

**Cleared Deposits**

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CR065	7/29/2019	Bruck Capital Investments Wire	8,379.22
	CR066	7/31/2019	July Bank Activity	<u>0.10</u>
Cleared Deposits				<u><u>8,379.32</u></u>



THE HEIGHTS COMMUNITY DEVELOPMENT  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2529

DIS 0

Page: 1  
Chks Paid: 5  
Statement Date: 07/31/19  
Account Number:

\*\*\*\*\* Government Interest Checking \*\*\*\*\*

Non-Check Transactions

Date	Description	Amount
07/29	OMAD:20190729B1B7SM1F00032507291 ORIG PARTY NAME:BRUCK CAPITAL IN REF FOR BEN:	8,379.22
07/31	Interest Credited Deposit	.10

Checks in Order

Date	Number	Amount	Date	Number	Amount
07/09	1343	1,000.00	07/02	1346	5,344.74
07/05	1344	2,700.00	07/09	1347	275.00
07/05	1345	375.00			

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
06/28	10,401.40	07/05	1,981.66	07/29	9,085.88
07/02	5,056.66	07/09	706.66	07/31	9,085.98

Interest Rate Summary

DATE	0-	\$4,999	\$24,999	\$25,000 and up
06/29	0.000%	0.050%	0.100%	


Account Summary

Previous Statement Date: 06/28/19

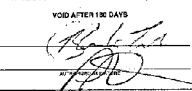
Beginning	Interest	Service	Ending
Balance + Deposits + Paid -	Withdrawals - Charge	=	Balance
10,401.40	8,379.22 .10 9,694.74 .00		9,085.98

Statement from 06/29/19 Thru 07/31/19	Average Stmt Balance	2,899.75
Interest Earned	*Annual Percentage Yield Earned	0.04%
YTD Interest Paid		.88

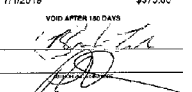
(c) Valley National Bank. Member FDIC. Equal Opportunity Lender.

<b>THE HEIGHTS CDD</b> 2005 PAN AM CIRCLE, SUITE 120 TAMPA, FL 33607 813-873-7300		DATE <b>1343</b> 1343
AMOUNT \$ ****One Thousand and 00/100 Dollars		7/1/2019 \$1,000.00 VOID AFTER 180 DAYS
PAY TO THE ORDER OF Grau & Associates 951 Yarnold Road Suite 280 Boca Raton, FL 33431 USA		SIGNATURE 
MICR LINE: @001343 40631161774 5001659494		
ENDORSE HERE: FOR DEPOSIT ONLY REGULAR A/C - 0001 13430001 00114000 DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE * FEDERAL RESERVE BOARD OF GOVERNORS, WASH. DC		

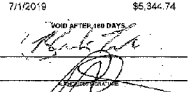
Check#: 1343, Amount: \$1,000.00, Date: 7/9

<b>THE HEIGHTS CDD</b> 2005 PAN AM CIRCLE, SUITE 120 TAMPA, FL 33607 813-873-7300		DATE <b>1344</b> 1344
AMOUNT \$ ****Two Thousand Seven Hundred and 00/100 Dollars		7/1/2019 \$2,700.00 VOID AFTER 180 DAYS
PAY TO THE ORDER OF K. Johnson's Lawn & Landscaping, Inc. 13620 Vernon Dairy Road Spring Hill, FL 34610 USA		SIGNATURE 
MICR LINE: @001344 40631161774 5001659494		
ENDORSE HERE: FOR DEPOSIT ONLY REGULAR A/C - 0001 13440001 00114000 DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE * FEDERAL RESERVE BOARD OF GOVERNORS, WASH. DC		

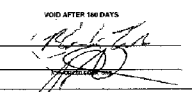
Check#: 1344, Amount: \$2,700.00, Date: 7/5

<b>THE HEIGHTS CDD</b> 2005 PAN AM CIRCLE, SUITE 120 TAMPA, FL 33607 813-873-7300		DATE <b>1345</b> 1345
AMOUNT \$ ****Three Hundred Seventy Five and 00/100 Dollars		7/1/2019 \$375.00 VOID AFTER 180 DAYS
PAY TO THE ORDER OF Landmark Engineering & Surveying Corporation 5515 Palm River Road Tampa, FL 33619-4315		SIGNATURE 
MICR LINE: @001345 40631161774 5001659494		
ENDORSE HERE: FOR DEPOSIT ONLY REGULAR A/C - 0001 13450001 00114000 DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE * FEDERAL RESERVE BOARD OF GOVERNORS, WASH. DC		

Check#: 1345, Amount: \$375.00, Date: 7/5

<b>THE HEIGHTS CDD</b> 2005 PAN AM CIRCLE, SUITE 120 TAMPA, FL 33607 813-873-7300		DATE <b>1346</b> 1346
AMOUNT \$ ****Five Thousand Three Hundred Forty Four and 74/100 Dollars		7/1/2019 \$5,344.74 VOID AFTER 180 DAYS
PAY TO THE ORDER OF Melius District 2166 Pen Am Circle Suite 300 Tampa, FL 33607		SIGNATURE 
MICR LINE: @001346 40631161774 5001659494		
ENDORSE HERE: FOR DEPOSIT ONLY REGULAR A/C - 0001 13460001 00114000 DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE * FEDERAL RESERVE BOARD OF GOVERNORS, WASH. DC		

Check#: 1346, Amount: \$5,344.74, Date: 7/2

<b>THE HEIGHTS CDD</b> 2005 PAN AM CIRCLE, SUITE 120 TAMPA, FL 33607 813-873-7300		DATE <b>1347</b> 1347
AMOUNT \$ ****Two Hundred Seventy Five and 00/100 Dollars		7/1/2019 \$275.00 VOID AFTER 180 DAYS
PAY TO THE ORDER OF Molloy & James 320 S. Boulevard Tampa, FL 33608 USA		SIGNATURE 
MICR LINE: @001347 40631161774 5001659494		
ENDORSE HERE: FOR DEPOSIT ONLY REGULAR A/C - 0001 13470001 00114000 DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE * FEDERAL RESERVE BOARD OF GOVERNORS, WASH. DC		

Check#: 1347, Amount: \$275.00, Date: 7/9