

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
JANUARY 16, 2020
AGENDA PACKAGE

Heritage Oak Park Community Development District
Inframark, Infrastructure Management Services
210 N. University Drive, #702, Coral Springs, FL 33071
Tel: 954-603-0033 Fax: 954-345-1292

January 9, 2020

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

A workshop and regular meeting of the Board of Supervisors of the Heritage Oak Park CDD will be held on Thursday, January 16, 2020 at 9:00 a.m. for the workshop and 10:00 a.m. for the regular meeting for the Board of Supervisors of the Heritage Oak Park CDD in the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida. Following is the advanced agenda for the meeting:

WORKSHOP

1. Call to Order and Roll Call
2. Capital Improvement
3. Adjournment

REGULAR MEETING

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Approval of Consent Agenda
 - A. Approval of the Minutes of the December 12, 2019 meeting
 - B. Financial Statements and Check Register
5. New Business
 - A. Open Board Seat
 - B. Transfer of Monies to Unallocated Funds
6. Old Business
 - A. Lodge Furniture
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
8. On-Site Administration Report – Project Updates
9. Supervisor Requests
10. Audience Comments
11. Adjournment

Any supporting material for the items listed above and not enclosed will be distributed at the meeting. I look forward to seeing you and in the meantime if you have any questions, please contact me.

Sincerely,

Bob Koncar
District Manager

Regular Meeting

Fourth Order of Business

4A.

**MINUTES OF MEETING
HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, December 12, 2019 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Brian Bitgood	Chairperson
Paul Falduto, Jr.	Vice Chairperson (via phone)
Edward Carey	Assistant Secretary
Earl Bell	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Robert Dvorak	District Engineer
Residents	

The following is a summary of the minutes and actions taken at the December 12, 2019 regular meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

- Mr. Bitgood called the meeting to order and Mr. Koncar called the roll.
- Mr. Bitgood asked for a vote allowing Mr. Falduto to participate by phone.

On MOTION by Mr. Belkl seconded by Mr. Carey with all in favor allowing Mr. Falduto to participate by telephone.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- There not being any, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the November 21, 2019 Meeting**
- B. Financial Statements and Check Register**

- Corrections were made to the November 21, 2019 minutes and will be incorporated.

On MOTION by Mr. Bell seconded by Mr. Falduto with all in favor the Consent Agenda was approved as amended. 4-0

FIFTH ORDER OF BUSINESS**New Business****A. Open Board Seat**

- Mr. Bitgood noted an official letter of resignation was received from Linda Nadelin.
- He requested a motion for the Board to accept the resignation of Ms. Nadelin.

On MOTION by Mr. Falduto seconded by Mr. Carey with all in favor the Letter of Resignation from Ms. Nadelin was accepted.

- Mr. Bitgood noted to fill the open Board seat, resumes should be submitted to Mr. Koncar or Ms. Egan no later than Monday, January 6, 2020 to ensure inclusion in the next agenda package.

B. Lodge Furniture

- Ms. Egan noted the Lodge interior designer received the check and are starting on the orders.
- They hope to receive some form of tracking on the orders in order to know exactly what day they arrive in the Lodge so we can then send an email stating we are closing the Lodge.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

- There being no report, the next item followed.

B. Engineer

- Mr. Dvorak reviewed two ongoing projects; the acustics project and the pool deck project.
- Mr. Dvorak stated he will walk the property after this meeting, take pictures and make certain features like handrails are documented.

C. Manager

- Mr. Koncar stated at the beginning of the Fiscal Year in October we pay our property insurance to cover our buildings, liability and more. The insurers realized it has been a while since they appraised the buildings. They came and did an reappraisal. They found with the changes made over the past 5-10 years that the properties are currently undervalued for insurance purposes by over \$500,000. They requested an increase in the premium to bring the values up to the current market value.

- The increase in premium would be \$6,539 for the year. We can take that out of Unassigned Fund Balance. He noted we found out about this in the last couple days, otherwise, we would have put it on the Board Agenda.

On MOTION by Mr. Bell seconded by Mr. Carey with all in favor the increase in property insurance premium of \$6,539 with funds to come from Unassigned Fund Balance for the year, was approved.

- Mr. Koncar stated at the last meeting the Board discussed starting conducting workshops starting in January. They will be held from January through June at 9:00 a.m., an hour before the regular Board meetings at 10:00 a.m.

On MOTION by Mr. Carey seconded by Mr. Falduto with all in favor the Board approved holding budget workshops from January 2020 through June 2020 starting at 9 a.m.

- Mr. Bitgood stated he would like to start the workshops discussing Capital Improvements.

SEVENTH ORDER OF BUSINESS On-Site Administration Report – Project Updates

- Ms. Egan updated the Board on projects and issues.
- She discussed lights in the Lodge; grass and installing hedgerw in late January.

EIGHTH ORDER OF BUSINESS Supervisor Requests

- The Supervisors all wished everyone a Merry Christmas and a Happy New Year.
- Mr. Bitgood noted a former Board member, Don Oppenheim, passed away the week before Thanksgiving. There will be a private service for him.

NINTH ORDER OF BUSINESS Audience Comments

- Resident questions were received and the Board responded.

TENTH ORDER OF BUSINESS Adjournment

- There being no further business,

On MOTION by Mr. Bell seconded by Mr. Carey with all in favor the meeting was adjourned.

Secretary

Brian Bitgood
Chairman

4B.

HERITAGE OAK PARK
Community Development District

Financial Report
December 31, 2019

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

December 31, 2019

Balance Sheet
December 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	IRRIGATION FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 909,787	\$ -	\$ -	\$ 909,787
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable	1,500	-	-	1,500
Accounts Receivable - Other	2,479	-	-	2,479
Allowance - Doubtful Accounts	(916)	(102)	(310)	(1,328)
Assessments Receivable	916	102	310	1,328
Due From Other Funds	-	-	172,043	172,043
Investments:				
Money Market Account	51,468	-	-	51,468
Prepaid Items	1,150	-	-	1,150
Deposits	8,175	-	-	8,175
TOTAL ASSETS	\$ 974,759	\$ -	\$ 172,043	\$ 1,146,802
LIABILITIES				
Accounts Payable	\$ 4,226	\$ -	\$ -	\$ 4,226
Accrued Expenses	18,693	3,000	-	21,693
Deposits	6,918	-	-	6,918
Deferred Revenue	1,500	-	-	1,500
Due To Other Funds	60,063	111,980	-	172,043
TOTAL LIABILITIES	91,400	114,980	-	206,380
FUND BALANCES				
Nonspendable:				
Prepaid Items	1,150	-	-	1,150
Deposits	8,175	-	-	8,175
Restricted for:				
Debt Service	-	-	172,043	172,043
Assigned to:				
Operating Reserves	95,817	-	-	95,817
Reserves - Arbor	2,500	-	-	2,500
Reserves - Roads & Streetlights	274,815	-	-	274,815
Reserves - Roof	85,000	-	-	85,000
Reserves - Swimming Pools	26,475	-	-	26,475
Unassigned:	389,427	(114,980)	-	274,447
TOTAL FUND BALANCES	\$ 883,359	\$ (114,980)	\$ 172,043	\$ 940,422
TOTAL LIABILITIES & FUND BALANCES	\$ 974,759	\$ -	\$ 172,043	\$ 1,146,802

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-19 BUDGET	DEC-19 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 1,250	\$ 616	\$ (634)	12.32%	\$ 417	\$ 148
Interlocal Agreement	3,000	750	750	-	25.00%	750	750
Room Rentals	500	500	2,439	1,939	487.80%	-	-
Recreational Activity Fees	50,500	12,625	8,716	(3,909)	17.26%	4,208	-
Special Assmnts- Tax Collector	802,073	611,940	612,232	292	76.33%	383,940	433,669
Special Assmnts- Discounts	(32,083)	(20,600)	(24,016)	(3,416)	74.86%	(11,900)	(17,009)
Other Miscellaneous Revenues	300	-	-	-	0.00%	-	-
Gate Bar Code/Remotes	1,000	-	-	-	0.00%	-	-
Access Cards	600	35	35	-	5.83%	-	-
TOTAL REVENUES	830,890	606,500	600,772	(5,728)	72.30%	377,415	417,558
EXPENDITURES							
<u>Administration</u>							
P/R-Board of Supervisors	12,000	3,000	2,600	400	21.67%	1,000	800
FICA Taxes	918	230	199	31	21.68%	77	61
ProfServ-Engineering	3,000	750	7,410	(6,660)	247.00%	250	3,800
ProfServ-Legal Services	4,000	1,000	2,424	(1,424)	60.60%	333	786
ProfServ-Mgmt Consulting Serv	63,637	15,909	15,909	-	25.00%	5,303	5,303
ProfServ-Special Assessment	10,788	10,788	10,788	-	100.00%	10,788	10,788
Auditing Services	5,750	500	500	-	8.70%	-	-
Communication/Freight - Gen'l	900	225	210	15	23.33%	75	108
Insurance - General Liability	9,199	9,199	9,851	(652)	107.09%	-	1,428
R&M-ADA Compliance	3,065	3,065	3,065	-	100.00%	3,065	3,065
Legal Advertising	1,100	292	292	-	26.55%	90	90
Miscellaneous Services	1,200	300	83	217	6.92%	100	33
Misc-Bank Charges	2,400	600	396	204	16.50%	200	131
Misc-Assessmnt Collection Cost	16,041	12,239	11,764	475	73.34%	7,679	8,333
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	134,533	58,272	65,666	(7,394)	48.81%	28,960	34,726
<u>Other Public Safety</u>							
R&M-Gate	2,500	625	1,512	(887)	60.48%	208	1,139
R&M-Gatehouse	1,200	-	-	-	0.00%	-	-
R&M-Security Cameras	2,000	519	519	-	25.95%	-	-
Total Other Public Safety	5,700	1,144	2,031	(887)	35.63%	208	1,139
<u>Field</u>							
Contracts-Mgmt Services	117,483	29,371	29,371	-	25.00%	9,790	9,790
Contracts-Lake and Wetland	6,120	1,530	1,530	-	25.00%	510	510
Contracts-Landscape	86,515	21,629	21,629	-	25.00%	7,210	7,210
Utility - General	38,400	9,600	10,471	(871)	27.27%	3,200	3,606
Utility - Water & Sewer	9,000	2,250	1,800	450	20.00%	750	620
Insurance - General Liability	30,000	30,000	33,606	(3,606)	112.02%	-	4,873
R&M-Drainage	10,000	5,000	5,000	-	50.00%	-	-
R&M-Entry Feature	5,000	-	-	-	0.00%	-	-
R&M-Lake	22,100	20,000	20,000	-	90.50%	-	-
R&M-Plant Replacement	3,500	-	-	-	0.00%	-	-
R&M-Trees and Trimming	6,000	-	-	-	0.00%	-	-
Misc-Special Projects	10,930	4,230	4,230	-	38.70%	-	-
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	291	291	-	5.82%	190	190
Capital Outlay	5,000	3,075	3,075	-	61.50%	-	-
Total Field	360,048	126,976	131,003	(4,027)	36.38%	21,650	26,799

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-19 BUDGET	DEC-19 ACTUAL
<u>Road and Street Facilities</u>							
R&M-Parking Lots	500	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	-	-	-	0.00%	-	-
R&M-Sidewalks	4,000	-	-	-	0.00%	-	-
R&M-Streetlights	5,000	222	222	-	4.44%	36	36
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	-	-	-	0.00%	-	-
Cap Outlay - Streetlight Impr	5,000	-	-	-	0.00%	-	-
Reserve - Roads & Streetlights	5,369	-	-	-	0.00%	-	-
Total Road and Street Facilities	36,869	222	222	-	0.60%	36	36
<u>Parks and Recreation - General</u>							
Contracts-Mgmt Services	72,807	18,202	18,202	-	25.00%	6,067	6,067
Contracts-Janitorial Services	18,960	4,740	4,740	-	25.00%	1,580	1,580
Contracts-Pools	10,800	2,700	2,700	-	25.00%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,100	2,025	2,029	(4)	25.05%	675	674
R&M-Clubhouse	58,935	14,734	20,871	(6,137)	35.41%	4,911	8,920
R&M-Parks	12,000	3,000	5,703	(2,703)	47.53%	1,000	785
R&M-Pools	6,000	1,500	1,837	(337)	30.62%	500	1,837
R&M-Tennis Courts	2,500	-	-	-	0.00%	-	-
Miscellaneous Services	2,400	600	455	145	18.96%	200	35
Misc-Holiday Decor	750	750	461	289	61.47%	421	421
Misc-Cable TV Expenses	1,028	257	252	5	24.51%	86	84
Office Supplies	2,160	540	556	(16)	25.74%	180	22
Op Supplies - General	2,700	675	380	295	14.07%	225	26
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	27,500	15,260	15,260	-	55.49%	15,260	15,260
Reserve - Roof	5,000	5,000	5,000	-	100.00%	-	-
Reserve - Swimming Pools	2,500	-	-	-	0.00%	-	-
Total Parks and Recreation - General	243,240	71,083	79,494	(8,411)	32.68%	32,005	36,611
<u>Special Recreation Facilities</u>							
Miscellaneous Services	4,500	1,125	423	702	9.40%	375	116
Misc-Event Expense	21,000	5,250	3,327	1,923	15.84%	1,750	1,633
Misc-Social Committee	24,000	6,000	4,920	1,080	20.50%	2,000	2,701
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	125	69	56	13.80%	42	27
Total Special Recreation Facilities	50,500	12,500	8,739	3,761	17.30%	4,167	4,477
TOTAL EXPENDITURES	830,890	270,197	287,155	(16,958)	34.56%	87,026	103,788
Excess (deficiency) of revenues Over (under) expenditures	-	336,303	313,617	(22,686)	0.00%	290,389	313,770
Net change in fund balance	\$ -	\$ 336,303	\$ 313,617	\$ (22,686)	0.00%	\$ 290,389	\$ 313,770
FUND BALANCE, BEGINNING (OCT 1, 2019)	569,742	569,742	569,742				
FUND BALANCE, ENDING	\$ 569,742	\$ 906,045	\$ 883,359				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-19 BUDGET	DEC-19 ACTUAL
REVENUES							
Interest - Investments	\$ 24	\$ 6	\$ 3	\$ (3)	12.50%	\$ 2	\$ 1
Special Assmnts- Tax Collector	133,974	94,050	102,263	8,213	76.33%	52,000	72,437
Special Assmnts- Discounts	(5,359)	(3,762)	(4,011)	(249)	74.85%	(2,080)	(2,841)
Other Miscellaneous Revenues	3,500	-	-	-	0.00%	-	-
TOTAL REVENUES	132,139	90,294	98,255	7,961	74.36%	49,922	69,597
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	2,679	1,881	1,965	(84)	73.35%	1,040	1,392
Total Administration	2,679	1,881	1,965	(84)	73.35%	1,040	1,392
Field							
Contracts-Irrigation	49,500	12,375	11,475	900	23.18%	4,125	3,825
R&M-Irrigation	72,800	18,200	31,916	(13,716)	43.84%	6,067	15,377
R&M-Pumps	2,160	540	4,100	(3,560)	189.81%	250	250
Capital Outlay	5,000	827	827	-	16.54%	-	-
Total Field	129,460	31,942	48,318	(16,376)	37.32%	10,442	19,452
TOTAL EXPENDITURES	132,139	33,823	50,283	(16,460)	38.05%	11,482	20,844
Excess (deficiency) of revenues							
Over (under) expenditures	-	56,471	47,972	(8,499)	0.00%	38,440	48,753
Net change in fund balance	\$ -	\$ 56,471	\$ 47,972	\$ (8,499)	0.00%	\$ 38,440	\$ 48,753
FUND BALANCE, BEGINNING (OCT 1, 2019)	(162,952)	(162,952)	(162,952)				
FUND BALANCE, ENDING	\$ (162,952)	\$ (106,481)	\$ (114,980)				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-19 BUDGET	DEC-19 ACTUAL
REVENUES							
Special Assmnts- Tax Collector	\$ 180,000	\$ 100,000	\$ 137,297	\$ 37,297	76.28%	\$ 66,000	\$ 97,160
Special Assmnts- Discounts	(7,200)	(4,000)	(5,390)	(1,390)	74.86%	(2,640)	(3,817)
TOTAL REVENUES	172,800	96,000	131,907	35,907	76.34%	63,360	93,343
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	3,600	2,000	2,638	(638)	73.28%	1,320	1,867
Total Administration	3,600	2,000	2,638	(638)	73.28%	1,320	1,867
Debt Service							
Principal Debt Retirement	196,028	-	-	-	0.00%	-	-
Interest Expense	10,388	5,420	5,420	-	52.18%	-	-
Total Debt Service	206,416	5,420	5,420	-	2.63%	-	-
TOTAL EXPENDITURES	210,016	7,420	8,058	(638)	3.84%	1,320	1,867
Excess (deficiency) of revenues Over (under) expenditures	(37,216)	88,580	123,849	35,269	-332.78%	62,040	91,476
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(37,216)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(37,216)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (37,216)	\$ 88,580	\$ 123,849	\$ 35,269	-332.78%	\$ 62,040	\$ 91,476
FUND BALANCE, BEGINNING (OCT 1, 2019)	48,194	48,193	48,194				
FUND BALANCE, ENDING	\$ 10,978	\$ 136,773	\$ 172,043				

**Notes to the Financial Statements
December 2019**

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 72.3% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 34.6% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable		1,500	Sale of Garage for \$12,000 less 28 payments by HOPCA of \$375/qr.
Accounts Receivable-Other		2,479	Accrued Interlocal agreement-3rd & 4th Qtr 2019 plus 1st Qtr 2020, HOA purchases to be reimbursed (\$979).
Allowance-Doubtful Accounts		(1,328)	Allowance for assessments uncollected from FY 2013.
Assessments Receivable		1,328	Assessments uncollected from FY 2013.
Due From Other Funds		172,043	Assessments collected in General Fund - Due from General Fund to Debt Service fund (\$172,043) plus Due from Irrigation Fund to General Fund \$111,980.
Prepaid Items		1,150	Deposit for Murder Myster Dinner in March
Deposits		8,175	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		4,226	Invoices for current month but not paid in current month.
Accrued Expenses		21,693	Lake maintenance, phone, utility, irrigation maintenance.
Deposits		6,918	Balance of Fitness Room key deposits to be reimbursed.
Deferred Revenue		1,500	Balance due on Garage.
Due to Other Funds		172,043	Due to the General fund from the Irrigation fund and due to Debt Service fund from the General fund.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Interest Income	5,000	616	12.32%	Interest Income on Operating Accounts and Money Market Acct.
Interlocal Agreement	3,000	750	25.00%	Accrued 1st Qtr
Room Rentals	500	2,439	487.80%	Rental of Sports Bar and Lounge less Sales Tax paid.
Recreational Activity Fee	50,500	8,716	17.26%	Revenues from Activities in the District.
Special Assessments-Tax Collector	802,073	612,232	76.33%	Collections were at 77.28% at this time last year.
Access Cards	600	35	0.00%	Access cards less sales tax paid.
Expenditures				
<u>Administrative</u>				
ProfServ-Engineering	3,000	7,410	247.00%	General engineering services for pool deck and clubhouse accoustics project.
ProfServ-Legal Services	4,000	2,424	60.60%	Legal services for rule making, roofing project, landscape contracts.
Insurance-General Liability	9,199	9,851	107.09%	Insurance paid in full for year includes new increase for revised valuations
R&M-ADA Compliance	3,065	3,065	100.00%	Webhosting for the year and onboarding of the ADA compliance for website
Legal Advertising	1,100	292	26.55%	Meeting and workshop notices for year, RFP for auditor
<u>Public Safety</u>				
R&M-Gate	2,500	1,512	60.48%	Garage door/gate loop detectors, gate arm brackets, gate remotes
R&M-Security Camera	2,000	519	25.95%	Replaced batteries, qtrly monitoring

**Notes to the Financial Statements
December 2019**

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
<u>Field</u>				
Utility - General	38,400	10,471	27.27%	FPL monthly electric charges.
Insurance-General Liability	30,000	33,606	112.02%	Insurance paid in full for year includes new increase for revised valuations
R&M-Drainage	10,000	5,000	50.00%	Rip rap for erosion control Areas 4 and 6 part 2
R&M-Lake	22,100	20,000	90.50%	Rip rap for erosion control Areas 1, 2, 3, 5 and 6 part 1
Misc-Special Projects	10,930	4,230	38.70%	Rip rap for erosion control Area 6 part 2
Capital Outlay	5,000	3,075	61.50%	Rip rap for erosion control Area 6 part 1
<u>Parks & Recreation</u>				
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year
R&M-Clubhouse	58,935	20,871	35.41%	Lodge roof repair, replace fixture under canopy at clubhouse, final balance of painting project, inspected and repaired roof, Ring hallway cameras, office desk chairs, hallway mats, deposit for Lodge accoustical panels, installed 8 light fixtures, locks & keys
R&M-Parks	12,000	5,703	47.53%	Fitness center rules sign, light fixture repairs, inspected and repaired roof, straighten tennis court lights, pickleball nets, sand for pool deck pavers
R&M-Pools	6,000	1,837	30.62%	Investigate swimming pool deck
Misc-Holiday Decor	750	461	61.47%	Holiday lights and decorations
Office Supplies	2,160	556	25.74%	Copier lease, office supplies
Cap Outlay - Clubhouse	27,500	15,260	55.49%	Clubhouse furniture and cornice boards
Reserve - Roof	5,000	5,000	100.00%	Inspected and repaired roofs
Irrigation Fund 002				
Revenues				
Special Assessments-Tax Collector	133,974	102,263	76.33%	Collections were at 77.28% at this time last year.
Expenditures				
<u>Field</u>				
R&M-Irrigation	72,800	31,916	43.84%	Monthly irrigation service and mainline breaks
R&M-Pumps	2,160	4,100	189.81%	Monthly pump maintenance and pull pump to re-wire
Debt Service Fund 202				
Revenues				
Special Assessments-Tax Collector	180,000	137,297	76.28%	Collections were at 77.28% at this time last year.
Expenditures				
Principal Debt Payment	196,028	-	0.00%	Next Principal payment to be made in May 2020.
Interest Payment	10,388	5,420	52.18%	Next Interest payment to be made in May 2020

HERITAGE OAK PARK

Community Development District

Supporting Schedules

December 31, 2019

Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2020

					ALLOCATION		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund Assessments	Irrigation Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,116,042	\$802,071	\$133,971	\$180,000
Allocation %				100%	72%	12%	16%
11/08/19	\$ 32,497	\$ 1,354	\$ 663	\$ 34,514	\$ 24,754	\$ 4,135	\$ 5,625
11/15/19	12,120	505	247	12,872	9,252	1,545	2,075
11/21/19	92,631	3,860	1,890	98,382	70,550	11,784	16,047
11/27/19	96,752	4,031	1,975	102,758	74,007	12,362	16,389
12/05/19	140,796	5,866	2,873	149,535	107,548	17,964	24,024
12/12/19	319,502	13,313	6,520	339,335	244,008	40,758	54,570
12/27/19	107,710	4,488	2,198	114,396	82,113	13,716	18,567
TOTAL	\$ 802,008	\$ 33,417	\$ 16,368	\$ 851,792	\$ 612,232	\$ 102,263	\$ 137,297
% COLLECTED				76.32%	76.33%	76.33%	76.28%
TOTAL OUTSTANDING				\$ 264,250	\$ 189,839	\$ 31,707	\$ 42,703

Cash Flow Projections - Summary by Month

Operations & Maintenance

Fiscal Year 2019 - 2020

Month	Revenue	Expenditures	Variance	Balance
Cash Balance as of December 31, 2019				909,787
Investment - Money Market Account				51,468
Irrigation Fund owes General Fund				111,980
General Fund owes Debt Service fund				(172,043)
Adjusted Balance				901,191
January	103,653	63,215	40,437	941,629
February	37,132	91,449	(54,317)	887,312
March	19,389	118,336	(98,946)	788,365
April	57,672	65,073	(7,401)	780,965
May	18,545	60,640	(42,095)	738,869
June	5,669	61,176	(55,507)	683,362
July	10,775	61,025	(50,250)	633,113
August	4,919	60,367	(55,448)	577,665
September	8,534	160,761	(152,228)	425,437

Community Development District

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending December 31, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
Revenues														
Interest - Investments	\$ 305	\$ 162	\$ 148	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 4,368	\$ 5,000
Interlocal Agreement	-	-	750	-	-	750	-	-	750	-	-	750	3,000	3,000
Room Rentals	-	2,439	-	-	-	-	-	-	-	-	-	500	2,939	500
Recreational Activity Fees	2,617	6,099	-	5,300	4,208	4,208	4,208	4,208	4,208	4,208	4,208	4,208	47,680	50,500
Special Assmnts- Tax Collector	-	178,564	433,669	86,505	22,000	13,000	50,707	12,626	-	5,000	-	-	802,071	802,073
Special Assmnts- Discounts	-	(7,007)	(17,009)	(3,460)	(660)	(130)	(507)	-	-	-	-	-	(28,773)	(32,083)
Other Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-	-	300	300	300
Gate Bar Code/Remotes	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000	1,000
Access Cards	35	-	-	-	-	-	-	-	-	-	-	565	600	600
Total Revenues	2,957	180,257	417,558	88,762	25,965	18,245	54,825	17,251	5,375	9,625	4,625	7,740	833,185	830,890
Expenditures														
Administrative														
P/R-Board of Supervisors	800	1,000	800	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	11,600	12,000
FICA Taxes	61	77	61	77	77	77	77	77	77	77	77	77	888	918
ProfServ-Engineering	-	3,610	3,800	250	250	250	250	250	250	250	250	250	9,660	3,000
ProfServ-Legal Services	-	1,638	786	333	333	333	333	333	333	333	333	333	5,421	4,000
ProfServ-Mgmt Consulting Serv	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	63,637	63,637
ProfServ-Special Assessment	-	-	10,788	-	-	-	-	-	-	-	-	-	10,788	10,788
Auditing Services	-	500	-	-	-	3,750	1,500	-	-	-	-	-	5,750	5,750
Communication/Freight - Gen'l	5	98	108	75	75	75	75	75	75	75	75	75	886	900
Insurance - General Liability	8,423	-	1,428	-	-	-	-	-	-	-	-	-	9,851	9,199
R&M-ADA Compliance	-	-	3,065	-	-	-	-	-	-	-	-	-	3,065	3,065
Legal Advertising	202	-	90	-	-	-	-	-	808	-	-	-	1,100	1,100
Miscellaneous Services	35	15	33	100	100	100	100	100	100	100	100	100	983	1,200
Misc-Bank Charges	132	133	131	200	200	200	200	200	200	200	200	200	2,196	2,400
Misc-Assessmnt Collection Cost	-	3,431	8,333	1,730	440	260	1,014	253	-	100	-	-	15,561	16,041
Office Supplies	-	-	-	30	30	30	30	30	30	30	30	30	270	360
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175
Total Administrative	15,136	15,805	34,726	9,098	7,808	11,378	9,882	7,620	8,176	7,468	7,368	7,368	141,830	134,533
Other Public Safety														
R&M-Gate	-	373	1,139	208	208	208	208	208	208	208	208	208	3,384	2,500
R&M-Gatehouse	-	-	-	100	100	100	100	100	100	100	100	100	900	1,200
R&M-Security Cameras	-	519	-	160	160	160	166	167	167	167	167	167	2,000	2,000
Total Other Public Safety	-	892	1,139	468	468	468	474	475	475	475	475	475	6,284	5,700

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending December 31, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
Field														
Contracts-Mgmt Services	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	117,483	117,483
Contracts-Lake and Wetland	510	510	510	510	510	510	510	510	510	510	510	510	6,120	6,120
Contracts-Landscape	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	86,516	86,516
Utility - General	3,505	3,361	3,606	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	41,071	38,400
Utility - Water & Sewer	580	600	620	650	650	650	2,250	650	650	650	650	650	9,250	9,000
Insurance - General Liability	28,733	-	4,873	-	-	-	-	-	-	-	-	-	33,606	30,000
R&M-Drainage	5,000	-	-	-	-	-	-	-	-	-	-	5,000	10,000	10,000
R&M-Entry Feature	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
R&M-Lake	20,000	-	-	175	175	175	175	175	175	175	175	175	21,575	22,100
R&M-Plant Replacement	-	-	-	-	-	-	-	-	-	-	-	-	3,500	3,500
R&M-Trees and Trimming	-	-	-	-	-	-	-	-	-	-	-	-	6,000	6,000
Misc-Special Projects	4,230	-	-	-	-	-	-	-	-	-	-	-	10,930	10,930
Misc-Hurricane Expense	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000
Misc-Contingency	-	101	190	-	-	-	-	-	-	-	-	-	4,709	5,000
Capital Outlay	3,075	-	-	-	-	-	-	-	-	-	-	-	1,925	5,000
Total Field	82,633	21,572	26,799	21,735	21,735	21,735	23,335	21,735	21,735	21,735	21,734	59,569	386,051	380,048
Road and Street Facilities														
R&M-Parking Lots	-	-	-	-	-	-	-	-	-	-	-	500	500	500
R&M-Roads & Alevays	-	-	-	-	12,335	38,150	-	-	-	-	-	-	50,485	4,000
R&M-Sidewalks	-	-	-	-	-	-	-	-	-	-	-	4,000	4,000	4,000
R&M-Streetlights	186	-	36	-	-	-	-	-	-	-	-	4,778	5,000	5,000
Misc-Contingency	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000
Cap Outlay - Sidewalk Impr	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	10,000
Cap Outlay - Streetlight Impr	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
Reserve - Roads & Streetlights	-	-	-	-	-	-	-	-	-	-	-	5,369	5,369	5,369
Total Road and Street Facilities	186	-	36	-	12,335	38,150	-	-	-	-	-	32,647	83,354	36,869
Parks and Recreation - General														
Contracts-Mgmt Services	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	72,807	72,807
Contracts-Janitorial Services	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	18,960	18,960
Contracts-Pools	900	900	900	900	900	900	900	900	900	900	900	900	10,800	10,800
Contracts-Pest Control	798	250	-	-	-	-	-	-	-	-	-	-	1,048	1,100
Communication - Telephone	680	675	674	680	680	680	680	680	680	680	680	680	8,149	8,100
R&M-Clubhouse	7,648	4,302	8,920	4,911	23,000	20,709	4,911	4,911	4,911	4,911	4,911	4,911	98,957	58,935
R&M-Parks	768	4,150	785	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	14,703	12,000
R&M-Pools	-	-	1,837	500	500	500	500	500	500	500	500	500	6,337	6,000
R&M-Tennis Courts	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	2,500

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending December 31, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
Miscellaneous Services	135	285	35	200	200	200	200	200	200	200	200	200	2,255	2,400
Misc-Holiday Decor	-	40	421	280	-	-	-	-	-	-	-	-	741	750
Misc-Cable TV Expenses	84	84	84	88	88	88	88	88	88	88	88	88	1,044	1,028
Office Supplies	105	429	22	180	180	180	180	180	180	180	180	180	2,176	2,160
Op Supplies - General	-	354	26	225	225	225	225	225	225	225	225	225	2,405	2,700
Cap Outlay - Equipment	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	-	15,260	-	-	-	-	-	-	-	-	12,240	27,500	27,500
Reserve - Roof	-	5,000	-	-	-	-	-	-	-	-	-	-	5,000	5,000
Reserve - Swimming Pools	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	2,500
Total Parks and Recreation - General	18,765	24,116	36,611	16,612	34,420	32,129	16,332	16,332	16,331	16,331	16,331	41,571	285,881	243,240
Special Recreation Facilities														
Miscellaneous Services	101	183	140	375	375	375	375	375	375	375	375	375	3,798	4,500
Misc-Event Expense	908	809	1,609	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	20,877	21,000
Misc-Social Committee	18	2,202	2,701	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	24,720	24,000
Misc-Trips and Tours	-	-	-	-	-	-	-	-	-	-	-	500	500	500
Office Supplies	-	42	27	42	42	42	42	42	42	42	42	42	447	500
Total Special Recreation Facilities	1,027	3,236	4,477	4,567	4,567	4,567	4,567	4,567	4,567	4,567	4,566	5,066	50,342	50,500
Total Expenditures	117,747	65,621	103,788	52,479	81,333	108,427	54,589	50,728	51,284	50,576	50,475	146,696	933,742	830,890
Excess (deficiency) of revenues Over (under) expenditures	(114,790)	114,636	313,770	36,283	(55,368)	(90,182)	236	(33,477)	(45,909)	(40,951)	(45,850)	(138,956)	(100,557)	-
Net change in fund balance	\$ (114,790)	\$ 114,636	\$ 313,770	\$ 36,283	\$ (55,368)	\$ (90,182)	\$ 236	\$ (33,477)	\$ (45,909)	\$ (40,951)	\$ (45,850)	\$ (138,956)	\$ (100,557)	\$ -

Statement of Revenues, Expenditures and Changes in Fund Balances

Trend Report

For the Period Ending December 31, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Adopted Budget
Revenues														
Interest - Investments	\$ 2	\$ -	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 21	\$ 24
Special Assmnts- Tax Collector	-	29,826	72,437	15,205	11,209	859	2,579	1,000	-	-	856	-	133,971	133,974
Special Assmnts- Discounts	-	(1,170)	(2,841)	(608)	(336)	(9)	(26)	-	-	-	-	-	(4,990)	(5,359)
Other Miscellaneous Revenues	-	-	-	292	292	292	292	292	292	292	292	792	3,128	3,500
Total Revenues	2	28,657	69,597	14,891	11,167	1,144	2,847	1,294	294	1,150	294	794	132,130	132,139
Expenditures														
Administrative														
Misc-Assessmnt Collection Cost	-	573	1,392	304	224	17	52	20	-	17	-	-	2,599	2,679
Total Administrative	-	573	1,392	304	224	17	52	20	-	17	-	-	2,599	2,679
Field														
Contracts-Irrigation	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	45,900	49,500
R&M-Irrigation	3,000	13,539	15,377	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	86,519	72,800
R&M-Pumps	-	3,850	250	540	-	-	540	-	-	540	-	-	5,720	2,160
Capital Outlay	-	827	-	-	-	-	-	-	-	-	-	4,173	5,000	5,000
Total Field	6,825	22,041	19,452	10,432	9,892	9,892	10,432	9,892	9,892	10,432	9,892	14,065	143,139	129,460
Total Expenditures	6,825	22,614	20,844	10,736	10,116	9,909	10,484	9,912	9,892	10,449	9,892	14,065	145,738	132,139
Excess (deficiency) of revenues Over (under) expenditures	(6,823)	6,043	48,753	4,155	1,051	(8,765)	(7,636)	(8,618)	(9,598)	(9,299)	(9,599)	(13,272)	(13,608)	-
Over (under) expenditures	\$ (6,823)	\$ 6,043	\$ 48,753	\$ 4,155	\$ 1,051	\$ (8,765)	\$ (7,636)	\$ (8,618)	\$ (9,598)	\$ (9,299)	\$ (9,599)	\$ (13,272)	\$ (13,608)	\$ -

Activities Fund Deposits

Deposit									
Date		Amount	Trivia Night	Poolside Lunch	Morning Coffee Social	Monster Mash	Veterans Day	Thanks giving	Christmas Party
10/31/19	Deposit	\$2,617	\$18	\$1,589		\$1,010			
11/21/19	Deposit	\$6,099		\$1,229		\$60	\$156	\$529	\$4,125
Total		\$8,716	\$18	\$2,818	\$0	\$1,070	\$156	\$529	\$4,125
Expenses		-\$8,247	\$0	-\$2,429	-\$87	-\$973	-\$592	-\$46	-\$4,121
Profit / (Loss)		\$469	\$18	\$389	-\$87	\$97	-\$436	\$483	\$4
Other Expenses		(493)							
Total Profit / (Loss)		(\$24)							

	FY 2017	FY 2018	FY 2019	FY 2020
Reserve Balance-Beginning	9,191	9191	7088	-
Revenue	39,654	43,189	47,790	8,716
Expenses	35,643	46,362	64,189	8,740
Profit(Loss)	4,011	(3,173)	(16,399)	(24)

Notes: Revenue and Expenses are per financial statements
Expenses also include office supplies for activities department that are not tied to a specific activity

Cash and Investment Report
December 31, 2019

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Checking Account	BankUnited	N/A	0.00%	\$781,796
Operating Checking Account	Regions Bank	N/A	0.00%	\$51,572
Operating Checking Account - MuniNow	SunTrust	N/A	0.10%	\$76,419
			Subtotal	\$909,787
Petty Cash - Property Manager	N/A	N/A	N/A	\$200
Money Market Account	BankUnited	N/A	1.50%	\$51,468 (1)
			Total	\$961,454

NOTE 1 - Invested Funds into a Money Market Account with BankUnited.

Heritage Oak Park CDD

Bank Reconciliation

Page Number 29

Bank Account No. 7282 Bank United Checking
Statement No. 12-19
Statement Date 12/31/2019

G/L Balance (LCY)	781,795.71	Statement Balance	819,810.01
G/L Balance	781,795.71	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	819,810.01
Subtotal	781,795.71	Outstanding Checks	38,014.30
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	781,795.71	Ending Balance	781,795.71
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
10/29/2019	Payment	2128	LINDA M. NADELIN	184.70	0.00	184.70
12/4/2019	Payment	2157	PAUL J. FALDUTO , JR	184.70	0.00	184.70
12/4/2019	Payment	2160	LINDA M. NADELIN	184.70	0.00	184.70
12/12/2019	Payment	2179	MICHELLE RAY	300.00	0.00	300.00
12/13/2019	Payment	2183	PAUL J. FALDUTO , JR	184.70	0.00	184.70
12/19/2019	Payment	2186	FEDEX	16.66	0.00	16.66
12/20/2019	Payment	2188	LAKE & WETLAND MANAGEMENT	1,020.00	0.00	1,020.00
12/30/2019	Payment	2192	FEDEX	13.98	0.00	13.98
12/30/2019	Payment	2193	HOME DEPOT CREDIT SERVICES	775.94	0.00	775.94
12/30/2019	Payment	2194	SUN NEWSPAPERS	90.09	0.00	90.09
12/31/2019	Payment	2195	INFRAMARK, LLC	31,994.03	0.00	31,994.03
12/31/2019	Payment	2196	INNERSYNCE STUDIO LTD	3,064.80	0.00	3,064.80
Total Outstanding Checks.....				38,014.30		38,014.30

Heritage Oak Park CDD

Bank Reconciliation

Page Number 30

Bank Account No. 8711 Regions Bank Main Checking-DO NOT USE
Statement No. 12-19
Statement Date 12/31/2019

G/L Balance (LCY)	51,572.48	Statement Balance	52,069.68
G/L Balance	51,572.48	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	52,069.68
Subtotal	51,572.48	Outstanding Checks	497.20
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	51,572.48	Ending Balance	51,572.48
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
1/10/2018	Payment	12004	EDWARD A. CAREY	184.70	0.00	184.70
10/18/2018	Payment	12441	JOHN LEMARCA	12.50	0.00	12.50
10/18/2018	Payment	12443	MARGARET LUCIANO	12.50	0.00	12.50
12/10/2018	Payment	12579	EDWARD TARASEVICH	12.50	0.00	12.50
12/10/2018	Payment	12580	GOOD NEWS PEST SOLUTIONS	250.00	0.00	250.00
12/10/2018	Payment	12590	SOPHIE KELLY	12.50	0.00	12.50
2/4/2019	Payment	12680	SALLY HAYNES	12.50	0.00	12.50
Total Outstanding Checks.....				497.20		497.20

Bank Account No. 6400 SUNTRUST BANK N.A.
Statement No. 12-19
Statement Date 12/31/2019

G/L Balance (LCY)	76,418.58	Statement Balance	76,418.58
G/L Balance	76,418.58	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	76,418.58
Subtotal	76,418.58	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	76,418.58	Ending Balance	76,418.58
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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HERITAGE OAK PARK
Community Development District

Payment Register by Fund
For the Period from 12/01/19 to 12/31/19
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
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GENERAL FUND - 001

001	2150	12/02/19	CLIFF'S AIR CONDITIONING &	19-2513	A/C MAINT AGREEMENT	Lodge and office units	546015-57201	\$600.00
001	2150	12/02/19	CLIFF'S AIR CONDITIONING &	19-2513	A/C MAINT AGREEMENT	Sports Bar and Fitness Center units	546066-57201	\$600.00
001	2151	12/02/19	FEDEX	6-842-78662	SERVICE FOR 11/14/19	Communication/Freight - Gen'l	541001-51301	\$32.31
001	2153	12/02/19	INFRAMARK, LLC	46482	11/19 MANAGEMENT FEES	Prof/Serv-Mgmt Consulting Serv	531027-51201	\$5,303.08
001	2153	12/02/19	INFRAMARK, LLC	46482	11/19 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$9,790.25
001	2153	12/02/19	INFRAMARK, LLC	46482	11/19 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$14.85
001	2153	12/02/19	INFRAMARK, LLC	46482	11/19 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$13.50
001	2153	12/02/19	INFRAMARK, LLC	46482	11/19 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$6,067.25
001	2155	12/02/19	SECURITY ALARM CORPORATION	211091	REPLACED ER LIGHT BATTERIES & SMOKE SENSOR	R&M-Security Cameras	546345-52901	\$375.00
001	2155	12/02/19	SECURITY ALARM CORPORATION	211124	MONITORING FOR 11/08/19-02/07/20	R&M-Security Cameras	546345-52901	\$144.00
001	2161	12/04/19	BUFFALO GRAFFIX	509694	12/19 ACTIVITIES CALENDARS	Miscellaneous Services	549001-57501	\$115.55
001	2162	12/04/19	CENTURYLINK	78717-111919	11/19/19-12/18/19 #311078717	Communication - Telephone	541003-57201	\$674.54
001	2163	12/04/19	CFS ROOFING SERVICES, INC	1907-5798	INSPECTED/REPAIRED ROOFS	Reserve - Roof	568142-57201	\$5,000.00
001	2163	12/04/19	CFS ROOFING SERVICES, INC	1907-5798	INSPECTED/REPAIRED ROOFS	R&M-Clubhouse	546015-57201	\$3,298.00
001	2163	12/04/19	CFS ROOFING SERVICES, INC	1907-5798	INSPECTED/REPAIRED ROOFS	R&M-Parks	546066-57201	\$3,298.00
001	2164	12/04/19	GREATAMERICA FINANCIAL SVCS	25933873	COPIER LEASE FOR 11/19	Office Supplies	551002-57201	\$104.86
001	2165	12/04/19	HOME DEPOT CREDIT SERVICES	16325-110519	PURCHASES FOR 10/4-10/8/19	Poolside Lunch	549022-57501	\$68.91
001	2165	12/04/19	HOME DEPOT CREDIT SERVICES	16325-110519	PURCHASES FOR 10/4-10/8/19	Marking paint	549900-53901	\$17.94
001	2165	12/04/19	HOME DEPOT CREDIT SERVICES	16325-110519	PURCHASES FOR 10/4-10/8/19	Poolside Lunch - new grill	549022-57501	\$199.99
001	2165	12/04/19	HOME DEPOT CREDIT SERVICES	16325-110519	PURCHASES FOR 10/4-10/8/19	Supplies	549900-53901	\$19.01
001	2166	12/04/19	RICKY HOWARD	112519	ENTERTAINMENT FOR CHRISTMAS PARTY 12/06/19	Christmas entertainment	549022-57501	\$1,200.00
001	2167	12/06/19	C & C INTERIORS, INC	2454-DEPOSIT	CLUBHOUSE FURNITURE AND CORNICE BOARDS	Cap Outlay-Clubhouse	564061-57201	\$15,260.00
001	2168	12/06/19	CHARLOTTE COUNTY TAX	191125F	POSTAGE-MAILING OF FY19 TAX NOTICES	Communication/Freight - Gen'l	541001-51301	\$67.92
001	2169	12/06/19	COMCAST	55503-112819	12/11-01/10/20 85351006007455503	Misc-Cable TV Expenses	549039-57201	\$83.86
001	2170	12/06/19	COVERALL OF FT. MYERS	1160254823	CLEANING SERVICE 12/1-12/31/19	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	2171	12/06/19	ELECTRICAL SOLUTIONS OF SW	6591	STRAIGHTEN TENNIS COURT LIGHTS	R&M-Parks	546066-53901	\$150.00
001	2172	12/06/19	LAKE & WETLAND MANAGEMENT	7356	12/19 LAKE MAINTENANCE	Contracts-Lake and Wetland	534021-53901	\$510.00
001	2173	12/06/19	PERSSON, COHEN & MOONEY, P. A.	23338	LEGAL SERVICE FOR 11/19	Prof/Serv-Legal Services	531023-51401	\$786.00
001	2174	12/09/19	JMT	3-148154	PROFESSIONAL SERVICE THRU 11/23/19	Prof/Serv-Engineering	531013-51501	\$3,800.00
001	2175	12/09/19	RALPH NOVELLA	111519	INVESTIGATE SWIMMING POOL DECK	R&M-Pools	546074-57201	\$1,900.00
001	2176	12/12/19	CHARLOTTE COUNTY PUBLIC SCHOOLS	120919	FOOD FOR POLAR EXPRESS CHRISTMAS PARTY 12/6/19	Food for Christmas Party	549051-57501	\$2,325.00
001	2177	12/12/19	FEDEX	6-856-72255	SERVICE FOR 11/25/19	Communication/Freight - Gen'l	541001-51301	\$13.70
001	2179	12/12/19	MICHELLE RAY	120919	CULINARY SCHOOL SERVICE CHRISTMAS PARTY	Misc-Event Expense	549022-57501	\$300.00
001	2180	12/12/19	RESIDENTIAL ACOUSTICS, LLC	120919	DEPOSIT FOR LODGE ACOUSTICAL PANELS	R&M-Clubhouse	546015-57201	\$3,667.64
001	2181	12/12/19	STAPLES CREDIT PLAN	112719-7190	PURCHASES FOR 10/29/19-11/27/19	Activities Binders	551002-57501	\$27.07
001	2186	12/19/19	FEDEX	6-862-93374	SERVICE FOR 12/04/19	check for Christmas Entertainment 2019	549022-57501	\$16.66
001	2187	12/20/19	ELECTRICAL SOLUTIONS OF SW	6622	INSTALL 8 FIXTURES AT CLUBHOUSE	R&M-Clubhouse	546015-57201	\$3,800.00
001	2188	12/20/19	LAKE & WETLAND MANAGEMENT	7119	10/19 LAKE MAINT	Contracts-Lake and Wetland	534021-53901	\$510.00
001	2188	12/20/19	LAKE & WETLAND MANAGEMENT	7222	11/19 LAKE MAINT	NOV	534021-53901	\$510.00
001	2190	12/20/19	PUBLIC RISK INSURANCE	64923	PK2FL110085400219-16 10/11/19-10/11/21 REV PROP SCHED	P&O, G/L	545002-51301	\$1,428.39
001	2190	12/20/19	PUBLIC RISK INSURANCE	64923	PK2FL110085400219-16 10/11/19-10/11/21 REV PROP SCHED	Auto, Marine, Commercial	545002-53901	\$4,872.61

HERITAGE OAK PARK
Community Development District

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001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$321.07
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Handle (billed back to HOA 12.9.19)	103000	\$70.61
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Fishing line for gazebo	546066-57201	\$12.65
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Office floor cleaner	546015-57201	\$119.20
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Hallway cameras & door locks	546015-57201	\$808.18
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Office chairs	546015-57201	\$209.00
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Gate remotes and pins	546034-52901	\$175.86
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$54.87
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	New power strip	549001-57201	\$16.04
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Mold remover	549900-53901	\$80.22
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Floor stripper	546015-57201	\$35.20
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Pickleball nets	546066-57201	\$556.36
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Cardstock for train tracks - Christmas 2019	549022-57501	\$5.43
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Christmas party 2019 plates	549022-57501	\$63.19
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Kitchen supplies	546015-57201	\$80.87
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Back gate arm brackets	546034-52901	\$370.16
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Gate loop detector	546034-52901	\$200.90
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	OP Supplies	552001-57201	\$25.94
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Christmas lights for Lodge	549027-57201	\$101.09
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Kitchen drain cleaners	546015-57201	\$15.41
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Gate power cord	546034-52901	\$9.98
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Front gate arm brackets	546034-52901	\$370.16
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Office supplies	551002-57201	\$22.34
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Cable ties & USB	549001-57201	\$18.88
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Gate	546034-52901	\$352.65
001	2191	12/20/19	SUNTRUST BANK	120219-8114	12/02/19 STATEMENT PURCHASES	Gate	546034-52901	(\$352.65)
001	2192	12/30/19	FEDEX	6-869-82445	SERVICE FOR 12/12/19	Communication/Freight - Gen'l	541001-51301	\$13.98
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Blaster/Hitch Pin	546034-52901	\$11.83
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Locks/Handles-Office	546015-57201	\$132.00
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Poolside Lunch	549022-57501	\$47.94
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Sand-Pool Deck Pavers	546066-57201	\$18.90
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Outdoor Lights	549027-57201	\$79.89
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Gloves	549900-53901	\$9.97
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Sand-Pool Deck Pavers	546066-57201	\$18.90
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Outdoor Lights	549027-57201	\$114.88
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Light	546095-54101	\$35.96
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Staples	549900-53901	\$21.94
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	LED Spiral Tree	549027-57201	\$119.94
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Cable Ties/Tape	549900-53901	\$40.00
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Green Ext Cord	546066-57201	\$27.94
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Timer	549027-57201	\$4.97
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Paint/Caulk/Lock/Keys	546015-57201	\$52.72
001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Padlock/Bolt	549900-53901	\$18.16

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001	2193	12/30/19	HOME DEPOT CREDIT SERVICES	120519-6325	PURCHASES FOR 11/05/19-12/04/19	Misc Supplies	549900-53901	\$20.00
001	2194	12/30/19	SUN NEWSPAPERS	3726359	NOTICE OF WORKSHOPS 12/18/19	Legal Advertising	548002-51301	\$90.09
001	2195	12/31/19	INFRAMARK, LLC	47405	12/19 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,303.08
001	2195	12/31/19	INFRAMARK, LLC	47405	12/19 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$6,067.25
001	2195	12/31/19	INFRAMARK, LLC	47405	12/19 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$33.45
001	2195	12/31/19	INFRAMARK, LLC	47405	12/19 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$12.00
001	2195	12/31/19	INFRAMARK, LLC	47405	12/19 MANAGEMENT FEES	ProfServ-Special Assessment	531038-51301	\$10,788.00
001	2196	12/31/19	INNERSYNCE STUDIO LTD	47405	12/19 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$9,790.25
001	2196	12/31/19	INNERSYNCE STUDIO LTD	18125	WEB HOSTING 11/01/19-10/31/20	R&M-ADA Compliance	546350-51301	\$1,552.50
001	2196	12/31/19	INNERSYNCE STUDIO LTD	18124	ONBOARDING OF ADA COMPLIANT WEBSITE	R&M-ADA Compliance	546350-51301	\$1,512.30
001	DD00080	12/05/19	CHARLOTTE COUNTY UTILITIES	111319-080703 ACH	26307-080703 10/09/19-11/08/19	Utility - Water & Sewer	543021-53901	\$189.43
001	DD00081	12/05/19	CHARLOTTE COUNTY UTILITIES	111319-101597 ACH	26307-101597 10/09/19-11/08/19	Utility - Water & Sewer	543021-53901	\$410.60
001	DD00082	12/06/19	FPL	KPARK-110219	SERVICE FOR 10/23/19-11/21/19	Utility - General	543001-53901	\$3,360.53
001	2156	12/04/19	OLIN E. BELL	PAYROLL	December 04, 2019 Payroll Posting			\$184.70
001	2157	12/04/19	PAUL J. FALDUTO , JR	PAYROLL	December 04, 2019 Payroll Posting			\$184.70
001	2158	12/04/19	BRIAN R. BITGOOD	PAYROLL	December 04, 2019 Payroll Posting			\$184.70
001	2159	12/04/19	EDWARD A. CAREY	PAYROLL	December 04, 2019 Payroll Posting			\$184.70
001	2160	12/04/19	LINDA M. NADELIN	PAYROLL	December 04, 2019 Payroll Posting			\$184.70
001	2182	12/13/19	OLIN E. BELL	PAYROLL	December 13, 2019 Payroll Posting			\$184.70
001	2183	12/13/19	PAUL J. FALDUTO , JR	PAYROLL	December 13, 2019 Payroll Posting			\$184.70
001	2184	12/13/19	BRIAN R. BITGOOD	PAYROLL	December 13, 2019 Payroll Posting			\$184.70
001	2185	12/13/19	EDWARD A. CAREY	PAYROLL	December 13, 2019 Payroll Posting			\$184.70
Fund Total								\$123,851.20

IRRIGATION FUND - 002

002	2154	12/02/19	MAINSCAPE	1239328	RPR 3" MAINLINE 1299 RED OAK LANE	R&M-Irrigation	546041-53901	\$5,945.36
002	2154	12/02/19	MAINSCAPE	1239266	PULL PUMP AND RE DO WIRE	R&M-Pumps	546138-53901	\$3,600.00
002	2154	12/02/19	MAINSCAPE	1239018	IRRIG PUMP VFD MAINTENANCE 10/19	R&M-Pumps	546138-53901	\$250.00
002	2154	12/02/19	MAINSCAPE	1239196	IRRIGATION SERVICE 10/19	R&M-Irrigation	546041-53901	\$5,034.72
002	2178	12/12/19	MAINSCAPE	1240111	12/19 IRRIGATION MAINTENANCE	Contracts-Irrigation	534073-53901	\$3,825.00
002	2178	12/12/19	MAINSCAPE	1239830	IRRIG PUMP VFD MAINTENANCE 11/19	R&M-Pumps	546138-53901	\$250.00
002	2178	12/12/19	MAINSCAPE	1239831	IRRIGATION SERVICE 11/19	R&M-Irrigation	546041-53901	\$3,390.17
002	2189	12/20/19	MAINSCAPE	1240409	RPR 3" MAINLINE BEHIND 1311 RED OAK LANE	R&M-Irrigation	546041-53901	\$8,987.19
Fund Total								\$31,282.44

Total Checks Paid **\$155,133.64**