

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

The regular meeting and a public hearing of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, August 18, 2022 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Paul Falduto, Jr.	Chairperson
Edward Carey	Vice Chairperson
Steve Horsman	Assistant Secretary
Kent Weeks (remote)	Assistant Secretary

Also Present:

Bob Koncar	District Manager, Inframark
Michelle Egan	Project Manager, Inframark
Jackie Wells	Activities Coordinator, Inframark

*The following is a summary of the minutes and actions taken as per the meeting recording and the District Manager's notes.*

## **Regular Meeting**

### **FIRST ORDER OF BUSINESS**

#### **Call to Order and Roll Call**

- Mr. Falduto called the meeting to order, Mr. Koncar called the roll, a quorum was established.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor allowing Mr. Weeks to fully participate in today's meeting via Teams was approved. 3-0
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### **SECOND ORDER OF BUSINESS**

#### **Pledge of Allegiance**

- The Pledge of Allegiance was recited.

### **THIRD ORDER OF BUSINESS**

#### **Audience Comments on Agenda Items**

There were no comments.

### **FOURTH ORDER OF BUSINESS**

#### **Comments from the Chairman**

A lot is going on right now, the irrigation project is finishing up.

### **FIFTH ORDER OF BUSINESS**

#### **Approval of Consent Agenda**

- A. Approval of the Minutes of the June 16, 2022 Meeting**
- B. Financial Statements and Check Register for July 31, 2022**

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the Consent Agenda was approved. 4-0

**SIXTH ORDER OF BUSINESS**

**New Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Old Business**

**A. Irrigation Project**

Zane Stoneman gave an update on the irrigation project noting the mainline portion of the project is complete. There are challenges with the sod replacement.

Supervisors commented on this project.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Attorney**

No report.

**B. District Engineer**

Mr. Koncar noted the required under Florida State Statute Stormwater Study was submitted to the County and has been taken care of.

**Public Hearing**

**C. Manager**

**i. Public Hearing on the Fiscal Year 2022-2023 Final Budget**

Each Supervisor was asked if they had any questions on the budget and there were none.

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor the public hearing on the adoption of the fiscal year 2022-2023 was opened. 4-0

Mr. Koncar noted letters were sent out to all residents, which indicated that based on the proposed budget there will be a 3% increase in assessments for the multi-family units and a 2.9% increase on single family units.

Members of the public were asked to comment on the proposed fiscal year 2023 budget. There being no comments,

On MOTION by Mr. Horsman seconded by Mr. Weeks with all in favor the public hearing on the adoption of the fiscal year 2022-2023 budget was closed. 4-0

**a. Consideration of Resolution 2022-03 Adopting Fiscal Year 2022/2023 Budget**

On MOTION by Mr. Horsman seconded by Mr. Cary with all in favor Resolution 2022-03 relating to the annual appropriations of the District and adopting the budget for the fiscal year 2023 and referencing the maintenance and benefit special assessments to be levied by the District for said fiscal year was adopted. 4-0

**ii. Public Hearing on the Fiscal Year 2022/2023 Levying of Assessments**  
**a. Consideration of Resolution 2022-04 Fiscal Year 2022/2023 Levy of Assessments**

On MOTION by Mr. Horsman seconded by Mr. Cary with all in favor Resolution 2022-04 imposing a non-ad valorem maintenance special assessment for the Heritage Oak Park CDD for fiscal year 2023 was adopted. 4-0

Mr. Koncar requested that the Board authorize the Chairman to execute the application for insurance coverage for the District. The current insurance will terminate before the next meeting commences.

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor authorization for the Chairman to execute the application for the District’s insurance coverage when it is received was approved. 4-0

**iii. Consideration of Annual Meeting Schedule**

A proposed fiscal year 2023 annual meeting schedule was included in today’s agenda package, and the Board was asked if there were any changes requested.

The January 19, 2023 meeting will be changed to January 26, 2023.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the annual meeting schedule for fiscal year 2023, amending the January meeting date from January 19, 2023 to January 26, 2023 was approved as amended. 4-0

**NINTH ORDER OF BUSINESS**

**On-Site Administration Report  
Project Updates**

Ms. Egan commented on the following:

- Resident irrigation issues should be emailed to Ms. Egan.

- The awnings are ordered.
- The lodge A/C. The lodge will be closed Monday and Tuesday all day.
- The pool lift.
- Roads, the vendor will send a schedule to Ms. Egan, and she will relay the information to residents.

Comments from Ms. Wells:

Ms. Wells reported on recent and upcoming District activities.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Horseman commented on the pool lift.

**ELEVENTH ORDER OF BUSINESS**


**Audience Comments**

The were no comments.

**TWELFTH ORDER OF BUSINESS**


**Adjournment**

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




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Secretary




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Paul Falduto  
Chairman