

**HERITAGE OAK PARK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**August 19, 2021**  
**AGENDA PACKAGE**

August 12, 2021

Board of Supervisors  
Heritage Oak Park Community Development District

Dear Board Members:

The Board of Supervisors of the Heritage Oak Park CDD will hold their regular meeting on Thursday, August 19, 2021 at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Comments from the Chairman
5. Approval of Consent Agenda
  - A. Approval of the Minutes of the July 15, 2021 Meeting
  - B. Financials and Check Register for July 31, 2021
6. New Business
  - A. AED donation
  - B. Interlocal with HOA
  - C. Withdrawal of Remaining Loan Funds
7. Old Business
  - A. Fencing
8. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
    - i. Public Hearing on Fiscal Year 2021/2022 Final Budget - Continued
      - a. Consideration of Resolution 2021-06 Adopting Fiscal Year 2021/2022 Budget
    - ii. Public Hearing on Fiscal Year 2021/2022 Levying of Assessments - Continued
      - a. Consideration of Resolution 2021-07 Fiscal Year 2021/2022 Levying of Assessments
    - iii. Ratification of Requisition for Disbursement
    - iv. Consideration of Annual Meeting Schedule
    - v. Consideration of Establishment of Audit Committee
    - vi. Discussion of Engineering Services
9. On-Site Administration Report – Project Updates
10. Supervisor Requests
11. Audience Comments
12. Adjournment

**Next meeting September 16, 2021.**

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

## **Fifth Order of Business**

**5A**

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

The workshop meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, July 15, 2021 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida, Call-In Number 800-747-5150; Access Code 2836125.

Present and constituting a quorum were:

Paul Falduto, Jr.	Chairperson
Edward Carey	Vice Chairperson
Brian Bitgood	Assistant Secretary
Steve Horsman	Assistant Secretary (via telephone)
Kent Weeks	Assistant Secretary
Michelle Egan	Project Manager, Inframark
Bob Koncar	District Manager, Inframark
Jackie Wells	Activities Coordinator, Inframark

*The following is a summary of the minutes and actions taken at the July 15, 2021 regular meeting of the Heritage Oak Park CDD Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Falduto called the meeting to order and Mr. Koncar called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

- The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

- With no Audience comments, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Comments from the Chairman**

- Mr. Falduto stated there is a lot of equipment in the community, so be careful.
- Mr. Falduto stated all the activities taking place have been good.

July 15, 2021

Heritage Oak Park CDD

**FIFTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the June 17, 2021 Meeting**

**B. Financial Statements and Check Register**

On MOTION by Mr. Carey seconded by Mr. Bitgood with all in favor the Consent Agenda was approved. 5-0

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Fencing**

- Ms. Eagan stated it has been difficult to get fencing proposals.

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor tabling the proposal on fencing around the pool and common area was approved. 5-0.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Attorney**

No report.

**B. District Engineer**

No report.

**C. District Manager**

**i. Consideration of Resolution 2021-05, Designation of Officers**

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor Resolution 2021-05, Designation of Officers was adopted. 5-0.

**ii. Activities Coordinator Position**

- Ms. Wells was introduced as the new Activities Coordinator.

**iii. Public Hearing on Fiscal Year 2021/2022 Final Budget**

Mr. Bitgood MOVED approve a change of line item Management Services, under Parks and Recreation, to \$34,157 and Mr. Carey seconded the motion.

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor opening the Public Hearing on Fiscal Year 2021/2022 Final Budget was approved 5-0.

July 15, 2021

Heritage Oak Park CDD

- There were no public comments.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor closing the Public Hearing was approved 5-0.

On MOTION by Mr. Carey seconded by Mr. Weeks with all in favor continuing the Public Hearing to August 19, 2021 at 10:00 a.m. was approved 5-0.

**a. Consideration of Resolution 2021-06, Adopting Fiscal Year 2021/2022 Budget**

On VOICE vote with all in favor the prior motion for approval of the Fiscal Year 2021/2022 Budget, as amended, was approved. 5/0

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the posting of the draft letter to residents on the District website for information purposes was approved. 5/0

**iv. Public Hearing on Fiscal Year 2021/2022 Levying of Assessments**  
**a. Consideration of Resolution 2021-07, Fiscal Year 2021/2022 Levying of Assessments**

**EIGHTH ORDER OF BUSINESS**

**On-Site Administration Report – Project Updates**

- Ms. Egan stated there will be a pool treatment for black algae. It was explained that black algae is a normal problem with pools.
- Ms. Egan stated the chlorine level will be raised in the pool.
- The lift chair will be installed when all parts arrive, and the County gives approval.
- The walkway is being worked on this week and weekend.
- The irrigation main line is being repaired, therefore, the irrigation may or may not work during this process. Please be aware of workers in the road.
- Any damage to the grass due to the irrigation work will be repaired by the irrigation company.
- Ms. Egan requested a letter go out to residents to obtain information for the gate boxes. A discussion ensued.

July 15, 2021

Heritage Oak Park CDD

- Mr. Horsman stated the HOA website will be changing, therefore, they will need to send a letter to residents. Mr. Falduto suggested sending the District's letter with the HOA letter, splitting the cost and saving money for both.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor sending a letter to residents concerning the gate boxes was approved. 5-0.

## **NINTH ORDER OF BUSINESS**

### **Supervisor Requests**

- Mr. Carey stated someone is cutting a bush on CDD property around the pond. Ms. Eagan will get an estimate to fix the bush and the Board plans to bill the resident doing the damage.
- Mr. Carey stated the water flow or pressure may be impacted by the main line work being done. Mr. Carey suggested money be saved for adjustment service calls.
- Mr. Bitgood brought up the policy of planting trees in the District.
- Mr. Horsman stated a resident asked if the driveway access was going to stay for handicapped and bicycles. He stated it is not, it is for construction only.
- Ms. Egan stated work on the concrete street gutters is to begin in September, with the cutouts being done in August. Ms. Egan will email everyone with an update.
- Mr. Falduto stated there are people tampering with the valves at the pool. There will be a lock put on this area with a sign. Mr. Falduto requested anyone being seen in that area is to report it to Ms. Eagan.
- Mr. Koncar reviewed the motions of this meeting and found a conflict. Mr. Koncar requested a motion to rescind the closing of the Public Hearing.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor rescinding the closing of the Public Hearing on the Fiscal Year 2021/2022 Final Budget was approved 5-0.

- Mr. Horsman visited the Town Hall requesting a crosswalk across from the YMCA. He was unable to speak to the administrator.

## **TENTH ORDER OF BUSINESS**

### **Audience Comments**

- A resident asked if there was a completion date for the main line work and if there are repair costs for any mainscape.



July 15, 2021

Heritage Oak Park CDD

- A resident asked if there was permission given to plant flowers around the lake.
- A resident asked if there is a plan to upgrade the walkway to the lake.
- A resident stated his disappointment in the extreme trimming and cutting around the lake.
- A resident had a suggestion of adding signs in community as a reminder for obtaining gate information.
- A resident asked if there will be loan money left over when all the current projects are done.
- A resident voiced her appreciation of flowers planted around the lake near her home. She was reminded permission is needed before planting anything on CDD property.

**ELEVENTH ORDER OF BUSINESS****Adjournment**

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor, the meeting was continued to August 19, 2021 at 10:00 a.m.

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Secretary

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Paul Falduto  
Chairman

**5B**

**HERITAGE OAK PARK**  
Community Development District

*Financial Report*

*July 31, 2021*

Prepared by



## Table of Contents

### **FINANCIAL STATEMENTS**

Balance Sheet - All Funds .....	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund .....	Page 2 - 4
Debt Service Fund .....	Page 5
Capital Projects Fund .....	Page 6
Notes to the Financials .....	Page 7 - 8

### **SUPPORTING SCHEDULES**

Non-Ad Valorem Special Assessment Report .....	Page 9
Activities Report .....	Page 10
Cash & Investment Report .....	Page 11
Bank Reconciliations .....	Page 12 - 13
Check Register by Fund .....	Page 14 - 15

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**HERITAGE OAK PARK**  
Community Development District

**Financial Statements**

(Unaudited)

**July 31, 2021**

**HERITAGE OAK PARK**  
Community Development District

**Governmental Funds**

**Balance Sheet**  
July 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	TOTAL
<b>ASSETS</b>			
Cash - Checking Account	\$ 804,326	\$ -	\$ 804,326
Cash On Hand/Petty Cash	200	-	200
Accounts Receivable - Other	2,869	-	2,869
Allow -Doubtful Accounts	(1,328)	-	(1,328)
Assessments Receivable	1,328	-	1,328
Due From Other Funds	-	285	285
Investments:			
Money Market Account	51,816	-	51,816
Reserve Fund	-	18,548	18,548
Revenue Fund	-	176,819	176,819
Prepaid Items	950	-	950
Deposits	8,200	-	8,200
<b>TOTAL ASSETS</b>	<b>\$ 868,361</b>	<b>\$ 195,652</b>	<b>\$ 1,064,013</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 2,782	\$ -	\$ 2,782
Accrued Expenses	6,628	-	6,628
Deposits	6,955	-	6,955
Due To Other Funds	285	-	285
<b>TOTAL LIABILITIES</b>	<b>16,650</b>	<b>-</b>	<b>16,650</b>
<b>FUND BALANCES</b>			
<b>Nonspendable:</b>			
Prepaid Items	950	-	950
Deposits	8,200	-	8,200
<b>Restricted for:</b>			
Debt Service	-	195,652	195,652
<b>Assigned to:</b>			
Operating Reserves	242,141	-	242,141
Reserves - Arbor	2,500	-	2,500
Reserves -Roads & Streetlights	98,550	-	98,550
Reserves - Roof	85,000	-	85,000
Reserves - Swimming Pools	28,975	-	28,975
<b>Unassigned:</b>	<b>385,395</b>	<b>-</b>	<b>385,395</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 851,711</b>	<b>\$ 195,652</b>	<b>\$ 1,047,363</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 868,361</b>	<b>\$ 195,652</b>	<b>\$ 1,064,013</b>

# HERITAGE OAK PARK

Community Development District

## General Fund

### Statement of Revenues, Expenditures and Changes in Fund Balances For the Period Ending July 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JUL-21 BUDGET	JUL-21 ACTUAL
<b>REVENUES</b>							
Interest - Investments	\$ 5,000	\$ 4,167	\$ 128	\$ (4,039)	2.56%	\$ 417	\$ 11
Interlocal Agreement	3,000	2,250	2,250	-	75.00%	-	-
Room Rentals	500	300	281	(19)	56.20%	-	-
Recreational Activity Fees	53,200	44,333	3,120	(41,213)	5.86%	-	-
Special Assmnts- Tax Collector	973,784	973,784	973,555	(229)	99.98%	5,000	1,447
Special Assmnts- Discounts	(38,951)	(38,951)	(35,894)	3,057	92.15%	-	-
Other Miscellaneous Revenues	3,800	3,072	3,072	-	80.84%	-	-
Gate Bar Code/Remotes	1,000	660	646	(14)	64.60%	-	-
Access Cards	600	225	211	(14)	35.17%	-	-
<b>TOTAL REVENUES</b>	<b>1,001,933</b>	<b>989,840</b>	<b>947,369</b>	<b>(42,471)</b>	<b>94.55%</b>	<b>5,417</b>	<b>1,458</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
P/R-Board of Supervisors	12,000	10,000	9,600	400	80.00%	1,000	1,000
FICA Taxes	918	765	734	31	79.96%	77	77
ProfServ-Engineering	10,000	8,333	11,488	(3,155)	114.88%	-	-
ProfServ-Legal Services	6,000	5,000	7,939	(2,939)	132.32%	500	66
ProfServ-Mgmt Consulting Serv	65,547	54,623	54,623	-	83.33%	5,462	5,462
ProfServ-Special Assessment	11,112	11,112	11,112	-	100.00%	-	-
Auditing Services	5,750	5,750	4,000	1,750	69.57%	-	-
Communication/Freight - Gen'l	1,500	1,250	344	906	22.93%	125	49
Insurance - General Liability	10,836	10,836	8,423	2,413	77.73%	-	-
R&M-ADA Compliance	1,000	1,000	1,553	(553)	155.30%	-	-
Legal Advertising	1,100	1,100	1,097	3	99.73%	-	-
Miscellaneous Services	3,000	2,500	49	2,451	1.63%	-	-
Misc-Bank Charges	2,400	-	-	-	0.00%	-	-
Misc-Assessmnt Collection Cost	19,476	19,476	18,753	723	96.29%	100	29
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
<b>Total Administration</b>	<b>151,174</b>	<b>131,920</b>	<b>129,890</b>	<b>2,030</b>	<b>85.92%</b>	<b>7,264</b>	<b>6,683</b>
<b>Other Public Safety</b>							
R&M-Gate	2,700	2,250	3,662	(1,412)	135.63%	-	-
R&M-Gatehouse	1,000	833	320	513	32.00%	-	-
R&M-Security Cameras	3,600	-	-	-	0.00%	-	-
<b>Total Other Public Safety</b>	<b>7,300</b>	<b>3,083</b>	<b>3,982</b>	<b>(899)</b>	<b>54.55%</b>	<b>-</b>	<b>-</b>
<b>Field</b>							
Contracts-Mgmt Services	127,872	106,560	105,960	600	82.86%	10,656	10,056
Contracts-Lake and Wetland	6,120	5,100	5,100	-	83.33%	510	510
Contracts-Landscape	89,111	74,259	72,096	2,163	80.91%	7,426	7,210
Contracts-Irrigation	47,277	39,398	39,015	383	82.52%	3,940	3,902
Utility - General	43,320	36,100	25,838	10,262	59.64%	3,610	2,782
Utility - Water & Sewer	9,400	8,100	13,407	(5,307)	142.63%	650	2,283
Insurance - General Liability	43,647	43,647	35,956	7,691	82.38%	-	-
R&M-Drainage	15,000	6,520	6,520	-	43.47%	370	370
R&M-Entry Feature	7,500	1,522	1,522	-	20.29%	-	-
R&M-Irrigation	31,400	26,167	68,981	(42,814)	219.68%	2,617	25,380
R&M-Lake	22,100	13,125	13,125	-	59.39%	175	3,900
R&M-Plant Replacement	7,000	812	812	-	11.60%	430	430

# HERITAGE OAK PARK

Community Development District

## General Fund

### Statement of Revenues, Expenditures and Changes in Fund Balances For the Period Ending July 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JUL-21 BUDGET	JUL-21 ACTUAL
R&M-Trees and Trimming	6,000	4,025	4,025	-	67.08%	-	-
R&M-Pumps	2,160	2,160	2,500	(340)	115.74%	-	-
Misc-Special Projects	10,930	2,785	2,785	-	25.48%	-	-
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	4,376	4,376	-	87.52%	82	82
Capital Outlay	5,000	799	799	-	15.98%	-	-
<b>Total Field</b>	<b>483,837</b>	<b>375,455</b>	<b>402,817</b>	<b>(27,362)</b>	<b>83.25%</b>	<b>30,466</b>	<b>56,905</b>
<b><u>Road and Street Facilities</u></b>							
R&M-Parking Lots	1,000	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	350	350	-	8.75%	-	-
R&M-Sidewalks	10,000	9,962	9,962	-	99.62%	-	-
R&M-Streetlights	10,000	6,825	6,825	-	68.25%	-	-
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	1,250	1,250	-	12.50%	-	-
Cap Outlay - Streetlight Impr	5,000	3,200	3,200	-	64.00%	-	-
Reserve - Roads & Streetlights	5,369	5,369	8,250	(2,881)	153.66%	-	-
<b>Total Road and Street Facilities</b>	<b>48,369</b>	<b>26,956</b>	<b>29,837</b>	<b>(2,881)</b>	<b>61.69%</b>	<b>-</b>	<b>-</b>
<b><u>Parks and Recreation - General</u></b>							
Contracts-Mgmt Services	74,991	62,493	9,310	53,183	12.41%	6,249	1,471
Contracts-Janitorial Services	18,960	15,800	15,800	-	83.33%	1,580	1,580
Contracts-Pools	10,800	9,000	6,300	2,700	58.33%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,256	6,880	7,186	(306)	87.04%	688	882
R&M-Clubhouse	57,500	47,917	5,348	42,569	9.30%	4,792	81
R&M-Parks	15,000	12,500	5,159	7,341	34.39%	1,250	1,452
R&M-Pools	9,000	7,500	8,480	(980)	94.22%	750	438
R&M-Tennis Courts	2,500	27	27	-	1.08%	-	-
Miscellaneous Services	2,400	2,000	1,854	146	77.25%	200	142
Misc-Holiday Decor	750	750	413	337	55.07%	-	-
Misc-Cable TV Expenses	3,660	3,050	3,214	(164)	87.81%	305	394
Office Supplies	3,000	2,500	2,521	(21)	84.03%	250	193
Op Supplies - General	6,000	5,000	2,615	2,385	43.58%	500	128
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	15,000	-	-	-	0.00%	-	-
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	3,000	8,736	(5,736)	291.20%	-	-
<b>Total Parks and Recreation - General</b>	<b>264,917</b>	<b>179,517</b>	<b>78,011</b>	<b>101,506</b>	<b>29.45%</b>	<b>17,464</b>	<b>7,661</b>
<b><u>Special Recreation Facilities</u></b>							
Miscellaneous Services	4,500	3,750	127	3,623	2.82%	375	27
Misc-Event Expense	21,000	17,500	1,148	16,352	5.47%	1,750	1,034
Misc-Social Committee	26,700	22,250	2,323	19,927	8.70%	2,225	896
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	417	23	394	4.60%	42	23
<b>Total Special Recreation Facilities</b>	<b>53,200</b>	<b>43,917</b>	<b>3,621</b>	<b>40,296</b>	<b>6.81%</b>	<b>4,392</b>	<b>1,980</b>
<b>TOTAL EXPENDITURES</b>	<b>1,008,797</b>	<b>760,848</b>	<b>648,158</b>	<b>112,690</b>	<b>64.25%</b>	<b>59,586</b>	<b>73,229</b>



**HERITAGE OAK PARK**  
Community Development District

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JUL-21 BUDGET	JUL-21 ACTUAL
Excess (deficiency) of revenues							
Over (under) expenditures	(6,864)	228,992	299,211	70,219	-4359.13%	(54,169)	(71,771)
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance	(6,864)	-	-	-	0.00%	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(6,864)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (6,864)	\$ 228,992	\$ 299,211	\$ 70,219	-4359.13%	\$ (54,169)	\$ (71,771)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>552,500</b>	<b>552,500</b>	<b>552,500</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 545,636</b>	<b>\$ 781,492</b>	<b>\$ 851,711</b>				

**HERITAGE OAK PARK**  
Community Development District

**Series 2020 Debt Service Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JUL-21 BUDGET	JUL-21 ACTUAL
<b>REVENUES</b>							
Interest - Investments	\$ -	\$ -	\$ 4	\$ 4	0.00%	\$ -	\$ 1
Special Assmnts- Tax Collector	197,323	197,323	197,272	(51)	99.97%	1,562	291
Special Assmnts- Discounts	(7,893)	(7,893)	(7,273)	620	92.14%	-	-
<b>TOTAL REVENUES</b>	<b>189,430</b>	<b>189,430</b>	<b>190,003</b>	<b>573</b>	<b>100.30%</b>	<b>1,562</b>	<b>292</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
Misc-Assessmnt Collection Cost	3,946	3,946	3,800	146	96.30%	31	6
<b>Total Administration</b>	<b>3,946</b>	<b>3,946</b>	<b>3,800</b>	<b>146</b>	<b>96.30%</b>	<b>31</b>	<b>6</b>
<b>Debt Service</b>							
Interest Expense	51,979	51,979	12,099	39,880	23.28%	-	-
<b>Total Debt Service</b>	<b>51,979</b>	<b>51,979</b>	<b>12,099</b>	<b>39,880</b>	<b>23.28%</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>55,925</b>	<b>55,925</b>	<b>15,899</b>	<b>40,026</b>	<b>28.43%</b>	<b>31</b>	<b>6</b>
Excess (deficiency) of revenues Over (under) expenditures	133,505	133,505	174,104	40,599	130.41%	1,531	286
<b>OTHER FINANCING SOURCES (USES)</b>							
Interfund Transfer - In	-	-	3,000	3,000	0.00%	-	-
Contribution to (Use of) Fund Balance	133,505	-	-	-	0.00%	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>133,505</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>	<b>2.25%</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 133,505	\$ 133,505	\$ 177,104	\$ 43,599	132.66%	\$ 1,531	\$ 286
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>18,548</b>	<b>18,548</b>	<b>18,548</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 152,053</b>	<b>\$ 152,053</b>	<b>\$ 195,652</b>				

**HERITAGE OAK PARK**  
Community Development District

**Series 2020 Capital Projects Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JUL-21 BUDGET	JUL-21 ACTUAL
<b>EXPENDITURES</b>							
<b>Physical Environment</b>							
Capital Outlay	-	-	200,000	(200,000)	0.00%	-	-
<b>Total Physical Environment</b>	-	-	200,000	(200,000)	0.00%	-	-
<b>Construction In Progress</b>							
Construction in Progress	-	-	363,273	(363,273)	0.00%	-	14,835
<b>Total Construction In Progress</b>	-	-	363,273	(363,273)	0.00%	-	14,835
<b>TOTAL EXPENDITURES</b>	-	-	563,273	(563,273)	0.00%	-	14,835
Excess (deficiency) of revenues Over (under) expenditures	-	-	(563,273)	(563,273)	0.00%	-	(14,835)
<b>OTHER FINANCING SOURCES (USES)</b>							
Debt Proceeds	-	-	563,273	563,273	0.00%	-	14,835
Operating Transfers-Out	-	-	(3,000)	(3,000)	0.00%	-	(3,000)
<b>TOTAL FINANCING SOURCES (USES)</b>	-	-	560,273	560,273	0.00%	-	11,835
Net change in fund balance	\$ -	\$ -	\$ (3,000)	\$ (3,000)	0.00%	\$ -	\$ (3,000)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	-	-	3,000				
<b>FUND BALANCE, ENDING</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>				

# HERITAGE OAK PARK

Community Development District

**All Funds**

## Notes to the Financial Statements

### July 2021

#### Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 94.6% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 64.3% of the Annual Budget.

#### Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
<b>Assets</b>			
Accounts Receivable-Other		2,869	HOA purchases to be reimbursed and damages to building by resident to be reimbursed.
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		285	Due from General Fund to Debt Service.
Prepaid Items		950	Entertainment deposit for End of Summer Bash in August and for Fall Party in November.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
<b>Liabilities</b>			
Accounts Payable		2,782	Invoices for current month but not paid in current month.
Accrued Expenses		6,628	Utilities, phone, landscape.
Deposits		6,955	Balance of Fitness Room key deposits to be reimbursed.
Due to Other Funds		285	Due from General Fund to Debt Service.

#### Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
<b>General Fund 001</b>				
<b>Revenues</b>				
Interlocal Agreement	3,000	2,250	75.00%	Thru 3rd quarter agreement received
Special Assessments-Tax Collector	973,784	973,555	99.98%	Collections were at 100% at this time last year.
Other Misc Revenue	3,800	3,072	80.84%	HOPCA reimbursements.
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Engineering	10,000	11,488	114.88%	Work on drainage project, review requisitions, review RFP for irrigation
ProfServ-Legal Services	6,000	7,939	132.32%	General matters, draft understanding between CDD & HOPCA regarding shared use of garages, draft RFP for irrigation system replacement, draft Resolution for golf cart use on roads.
ProfServ-Special Assessment	11,112	11,112	100.00%	Assessment roll preparation fees.
Auditing Services	5,750	4,000	69.57%	Audit is final and paid in full.
Insurance-General Liability	10,836	8,423	77.73%	Insurance paid in full for year includes new increase for revised valuations.
R&M-ADA Compliance	1,000	1,553	155.30%	Webhosting paid in full for the year.
<b><u>Public Safety</u></b>				
R&M-Gate	2,700	3,662	135.63%	Gate remotes, gate pins, gate repairs to guard gate back entrance, LED gate arm, mega barrier arm control board at front visitor's gate, evaluate all gate systems, replace Liftmaster barrier motor.
<b><u>Field</u></b>				
Utility - Water & Sewer	9,400	13,407	142.63%	Monthly Water / Sewer utilities includes annual fire protection fee (\$1,600).
Insurance - General Liability	43,647	35,956	82.38%	Insurance paid in full for year includes new increase for revised valuations.
R&M-Irrigation	31,400	68,981	219.68%	Irrigation repairs, repair 2", 3" and 4" mainline breaks, replace 4 valves on commands.
R&M-Pumps	2,160	2,500	115.74%	Qtrly pump service, replace cycle stop valve at Red Oak well.
Misc-Contingency	5,000	4,376	87.52%	Maintenance golf cart repairs, rotary head, power washer repair, blue canopy for Maintenance, installed breakers and outlets in Maintenance Garage plus renovations to Garage, gas for the gas cans.

**HERITAGE OAK PARK**

Community Development District

**All Funds****Notes to the Financial Statements**  
July 2021

<b>Account Name</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>	<b>Explanation</b>
<b><u>Road &amp; Street</u></b>				
R&M-Sidewalks	10,000	9,962	99.62%	Repair walkway concrete, miscellaneous repairs to sidewalks.
Reserves-Roads & Streetlights	5,369	8,250	153.66%	Materials to replace streetlight heads.
<b><u>Parks &amp; Recreation</u></b>				
Contracts-Mgmt Services	74,991	9,310	12.41%	Reduced fees due to elimination of position. Position filled in July.
Contracts-Pools	10,800	6,300	58.33%	Pool closed for renovations-not charged pool service for Nov-Jan
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year
Communication - Telephone	8,256	7,186	87.04%	Phone services for the Lodge/Sports Bar
R&M-Pools	9,000	8,480	94.22%	Pool perfect, pressure test & leak detection service, installed Toro Auto Complete and a new Pentair pool pump and connector, permit.
Misc-Cable TV Expenses	3,660	3,214	87.81%	Comcast cable services-price increased in January
Office Supplies	3,000	2,521	84.03%	Copier lease, office supplies, Office 365
Reserve - Swimming Pools	3,000	8,736	291.20%	Pressure test and leak detection service, permit, keyence laser measurement of pool, pool chair lift
<b>Debt Service Fund 203</b>				
<b>Expenditures</b>				
<b><u>Debt Service</u></b>				
Interest Expense	51,979	12,099	23.28%	Next payment to be made in November
<b>Capital Fund 303</b>				
<b>Expenditures</b>				
<b><u>Physical Environment</u></b>				
Capital Outlay	-	200,000	0.00%	Req 001 - to payback general fund for expenses related to irrigation fund
<b><u>Construction in Progress</u></b>				
Construction in Progress	-	363,273	0.00%	Reqs 002-010 - Pool renovation, french drain, repair pool light, install retention wall at 1504 Red Oak

## **HERITAGE OAK PARK**

Community Development District

### **Supporting Schedules**

**July 31, 2021**

**HERITAGE OAK PARK**

Community Development District

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector**  
**Monthly Collection Distributions**  
**For the Fiscal Year Ending September 30, 2021**

					ALLOCATION	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,171,106	\$ 973,783	\$ 197,323
Allocation %				100%	83%	17%
11/06/20	\$ 33,071	\$ 1,378	\$ 675	\$ 35,124	\$ 29,182	\$ 5,942
11/12/20	1,588	66	32	1,686	1,404	282
11/18/20	79,578	3,316	1,624	84,518	70,205	14,313
11/24/20	160,627	6,693	3,278	170,598	141,810	28,788
12/03/20	184,364	7,682	3,763	195,808	162,867	32,941
12/10/20	179,444	7,477	3,662	190,583	158,650	31,933
12/17/20	257,552	10,731	5,256	273,540	227,455	46,085
01/14/21	103,836	4,327	2,119	110,282	91,589	18,693
02/11/21	16,207	501	331	17,039	14,187	2,852
03/11/21	16,340	333	333	17,007	14,160	2,846
04/08/21	28,156	284	575	29,015	24,124	4,890
04/15/21	37,579	380	767	38,725	32,173	6,552
05/31/21	5,061	-	103	5,164	4,300	864
07/15/21	1,703	-	35	1,738	1,447	291
<b>TOTAL</b>	<b>\$ 1,105,106</b>	<b>\$ 43,168</b>	<b>\$ 22,553</b>	<b>\$ 1,170,827</b>	<b>\$ 973,555</b>	<b>\$ 197,272</b>
% COLLECTED				99.98%	99.98%	99.97%
<b>TOTAL OUTSTANDING</b>				<b>\$ 279</b>	<b>\$ 228</b>	<b>\$ 51</b>

**HERITAGE OAK PARK**

## Community Development District

**Activities Fund Deposits****Deposit**

Date	Amount	Poolside Lunch	Morning Coffee Social	COVID Clinic	Welcome Back	4th of July Celeb
05/26/21	Deposit				\$625	
06/23/21	Deposit				\$50	
06/23/21	Deposit					\$936
06/30/21	Deposit	\$1,113				
06/30/21	Deposit	\$396				\$396
<b>Total</b>	<b>\$3,120</b>	<b>\$1,113</b>	<b>\$0</b>	<b>\$0</b>	<b>\$675</b>	<b>\$1,332</b>
<b>Expenses</b>	<b>(\$3,121)</b>	<b>(\$1,437)</b>	<b>(\$56)</b>	<b>(\$984)</b>	<b>(\$113)</b>	<b>(\$532)</b>
<b>Profit / (Loss)</b>	<b>(\$1)</b>	<b>(\$324)</b>	<b>(\$56)</b>	<b>(\$984)</b>	<b>\$562</b>	<b>\$800</b>
<b>Other Expenses</b>	<b>(\$150)</b>					
<b>Total Profit / (Loss)</b>	<b>(\$151)</b>					

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Reserve Balance-Beginning	9,191	9191	7088	-	-
Revenue	39,654	43,189	47,790	31,238	3,120
Expenses	35,643	46,362	64,189	34,114	3,271
Profit(Loss)	4,011	(3,173)	(16,399)	(2,876)	(151)

Notes: Revenue and Expenses are per financial statements



**HERITAGE OAK PARK**  
Community Development District

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**Cash and Investment Report**  
July 31, 2021

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
<b>GENERAL FUND</b>			
Operating Checking Account	BankUnited	0.00%	\$774,263
Operating Checking Account	Valley Bank	0.10%	\$30,062
	<b>Subtotal</b>		<b>\$804,326</b>
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	0.20%	\$51,816
<b>DEBT SERVICE FUND</b>			
Series 2020 Reserve Fund	US Bank	0.00%	\$18,548
Series 2020 Revenue Fund	US Bank	0.00%	\$176,819
	<b>Subtotal</b>		<b>\$195,367</b>
	<b>Grand Total</b>		<b>\$1,051,709</b>

**Heritage Oak Park CDD**

## Bank Reconciliation

Bank Account No. 7282 Bank United GF  
 Statement No. 07-21  
 Statement Date 7/31/2021

G/L Balance (LCY)	774,263.22	Statement Balance	797,678.78
G/L Balance	774,263.22	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	797,678.78
Subtotal	774,263.22	Outstanding Checks	23,415.56
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	774,263.22	Ending Balance	774,263.22
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
3/20/2020	Payment	2297	BRAD WARREN	36.00	0.00	36.00
3/20/2020	Payment	2324	PHILIP GARTLAND	18.00	0.00	18.00
7/13/2021	Payment	2794	PAUL FALDUTO JR.	477.00	0.00	477.00
7/14/2021	Payment	DD00326	Payment of Invoice 013271	2,215.02	0.00	2,215.02
7/14/2021	Payment	DD00327	Payment of Invoice 013270	67.59	0.00	67.59
7/20/2021	Payment	2798	PIPEDREAM PLUMBING OF SW FL, INC	1,150.00	0.00	1,150.00
7/27/2021	Payment	2800	D.S. FRANKS & ASSOCIATES.	370.00	0.00	370.00
7/27/2021	Payment	2801	INFRAMARK, LLC	17,005.07	0.00	17,005.07
7/27/2021	Payment	2802	SUNTRUST BANK	2,076.88	0.00	2,076.88
<b>Total Outstanding Checks.....</b>				<b>23,415.56</b>		<b>23,415.56</b>

# Heritage Oak Park CDD

## Bank Reconciliation

Bank Account No. 0663 Valley Bank GF  
Statement No. 07-21  
Statement Date 7/31/2021

G/L Balance (LCY)	30,062.44	Statement Balance	30,062.44
G/L Balance	30,062.44	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	30,062.44
Subtotal	30,062.44	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	30,062.44	Ending Balance	30,062.44
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 07/01/21 to 07/31/21**  
**(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	2782	07/01/21	COMCAST	06262021-4227	ACCT# 8535100601234227 06/30/21-07/29/21	Misc-Cable TV Expenses	549039-57201	\$394.31
001	2784	07/08/21	CENTURYLINK	06192021-8717	06/19/21-07/18/21 #311078717	Communication - Telephone	541003-57201	\$701.20
001	2786	07/08/21	MAINSCAPE	1260795	07/21 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$3,901.50
001	2787	07/08/21	PERSSON, COHEN & MOONEY, P.A.	767	LEGAL SERVICE FOR 06/21	ProfServ-Legal Services	531023-51401	\$196.50
001	2788	07/08/21	SUN NEWSPAPERS	3799146	NOTICE OF PUBLIC HEARING 06/16/21	Legal Advertising	548002-51301	\$411.84
001	2789	07/08/21	TODD PROA	000950881	07/21 MONTHLY POOL SERVICE	Pool Perfect	546074-57201	\$63.04
001	2789	07/08/21	TODD PROA	000950881	07/21 MONTHLY POOL SERVICE	Contracts-Pools	534078-57201	\$900.00
001	2790	07/09/21	FEDEX	7-418-93391	SERVICE FOR 06/18/21-06/22/21	Communication/Freight - Gen'l	541001-51301	\$21.99
001	2791	07/13/21	COPIERS PLUS	2021-0255	MAR21 COPIES/MAINT AGREEMENT	Maintenance Agreements	551002-57201	\$25.00
001	2791	07/13/21	COPIERS PLUS	2021-0255	MAR21 COPIES/MAINT AGREEMENT	Copies	551002-57201	\$16.20
001	2792	07/13/21	LAKE & WETLAND MANAGEMENT	260-WC	07/21 LAKE MAINT	Contracts-Lake and Wetland	534021-53901	\$510.00
001	2793	07/13/21	MAINSCAPE	1261480	06/21 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$8,846.79
001	2794	07/13/21	PAUL FALDUTO JR.	KPARK-070421	REIMB FOR ENTERTAINMENT 07/04/21 PARTY	Misc-Event Expense	549022-57501	\$477.00
001	2795	07/14/21	ARTISTREE LANDSCAPE	157577	REMOVAL/REPLACEMENT OF DEAD FRONT GARDEN	R&M-Plant Replacement	546071-53901	\$430.10
001	2796	07/20/21	HOME DEPOT CREDIT SERVICES	07052021-6325	PURCHASES FOR 06/04/21-07/04/21	Being billed back to HV	103000	\$712.07
001	2796	07/20/21	HOME DEPOT CREDIT SERVICES	07052021-6325	PURCHASES FOR 06/04/21-07/04/21	Poolside Lunch	549022-57501	\$71.91
001	2796	07/20/21	HOME DEPOT CREDIT SERVICES	07052021-6325	PURCHASES FOR 06/04/21-07/04/21	Caution Sign/Numbers/Marker	549900-53901	\$10.58
001	2796	07/20/21	HOME DEPOT CREDIT SERVICES	07052021-6325	PURCHASES FOR 06/04/21-07/04/21	Misc Supplies	549900-53901	\$45.92
001	2796	07/20/21	HOME DEPOT CREDIT SERVICES	07052021-6325	PURCHASES FOR 06/04/21-07/04/21	Misc Supplies	549001-57201	\$20.00
001	2797	07/20/21	MAINSCAPE	1258755	04/21 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$9,424.86
001	2797	07/20/21	MAINSCAPE	1257544	03/21 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$7,107.86
001	2798	07/20/21	PIPEDREAM PLUMBING OF SW FL, INC	8622	RPL SPORTS BAR WATER HEATER	Sports Bar Water Heater	546066-57201	\$1,150.00
001	2799	07/27/21	ARTISTREE LANDSCAPE	157710	07/21 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,209.62
001	2800	07/27/21	D.S. FRANKS & ASSOCIATES.	210496	SWFWMD INSPECTION & REPORT-PH III	R&M-Drainage	546019-53901	\$185.00
001	2800	07/27/21	D.S. FRANKS & ASSOCIATES.	210495	SWFWMD INSPECTION & REPORT-PH II	R&M-Drainage	546019-53901	\$185.00
001	2801	07/27/21	INFRAMARK, LLC	65832	07/21 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,462.25
001	2801	07/27/21	INFRAMARK, LLC	65832	07/21 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$15.81
001	2801	07/27/21	INFRAMARK, LLC	65832	07/21 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$10,056.00
001	2801	07/27/21	INFRAMARK, LLC	65832	07/21 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$1,471.01
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Pergola Paint	546066-57201	\$45.35
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Welcome Back Party 6.4.21	549051-57501	\$87.92
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Monday Coffee	549051-57501	\$16.70
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Pool Permit	546074-57201	\$375.00
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$60.97
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$205.13
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$19.16
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$20.56
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$18.50
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$92.97
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	New Case for Maint Tech Phone	549001-57201	\$74.98
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	New Case for Maint Tech Phone-Returned Later	549001-57201	\$59.99
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Monday Coffee	549051-57501	\$35.26
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Case for New Phone sent by Inframark	549001-57501	\$27.25
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$4.08
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Paint for Doors	546015-57201	\$81.27
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$166.46
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	OP Supplies	552001-57201	\$33.75
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Coin Wrappers	551002-57501	\$22.69

**HERITAGE OAK PARK**

Community Development District

**Payment Register by Fund**  
**For the Period from 07/01/21 to 07/31/21**  
**(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Paint Supplies	549900-53901	\$25.00
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Pickleball Nets	546066-57201	\$256.75
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Monday Coffee	549051-57201	\$3.83
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$7.39
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Return Maint Tech Phone Case	549001-57201	(\$59.99)
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Amazon Music Svcs	549001-57201	\$9.05
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$237.61
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	4th of July	549022-57501	\$38.01
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	4th of July	549022-57501	\$17.10
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	OP Supplies	552001-57201	\$56.26
001	2802	07/27/21	SUNTRUST BANK	07022021-8114	07/02/21 STATEMENT PURCHASES	Misc Supplies	549001-57201	\$37.88
001	DD00309	07/02/21	CHARLOTTE COUNTY UTILITIES	06112021-080703 ACH	26307-080703 05/10/21-06/09/21	Utility - Water & Sewer	543021-53901	\$67.59
001	DD00310	07/02/21	CHARLOTTE COUNTY UTILITIES	06112021-101597 ACH	26307-101597 05/10/21-06/09/21	Utility - Water & Sewer	543021-53901	\$768.54
001	DD00311	07/07/21	FPL	06222021-85535 ACH	ACCT# 92945-85535 05/22/21-06/22/21	Utility - General	543001-53901	\$60.47
001	DD00312	07/07/21	FPL	06222021-29333 ACH	ACCT# 90419-29333 05/22/21-06/22/21	Utility - General	543001-53901	\$145.53
001	DD00313	07/07/21	FPL	06222021-32211 ACH	ACCT# 94620-32211 05/22/21-06/22/21	Utility - General	543001-53901	\$319.38
001	DD00314	07/07/21	FPL	06222021-59344 ACH	ACCT# 96809-59344 05/22/21-06/22/21	Utility - General	543001-53901	\$45.86
001	DD00315	07/07/21	FPL	06222021-74219 ACH	ACCT# 89079-74219 05/22/21-06/22/21	Utility - General	543001-53901	\$262.03
001	DD00316	07/07/21	FPL	06222021-88335 ACH	ACCT# 87070-88335 05/22/21-06/22/21	Utility - General	543001-53901	\$1,228.22
001	DD00317	07/07/21	FPL	06222021-90214 ACH	ACCT# 65998-90214 05/22/21-06/22/21	Utility - General	543001-53901	\$106.79
001	DD00318	07/07/21	FPL	06222021-93219 ACH	ACCT# 25921-93219 05/22/21-06/22/21	Utility - General	543001-53901	\$100.26
001	DD00319	07/07/21	FPL	06222021-28333 ACH	ACCT# 36126-28333 05/22/21-06/22/21	Utility - General	543001-53901	\$550.61
001	DD00320	07/07/21	FPL	06222021-03218 ACH	ACCT# 01784-03218 05/22/21-06/22/21	Utility - General	543001-53901	\$47.18
001	DD00326	07/14/21	CHARLOTTE COUNTY UTILITIES	07142021-101597 ACH	26307-101597 06/09/21-07/12/21	Utility - Water & Sewer	543021-53901	\$2,215.02
001	DD00327	07/14/21	CHARLOTTE COUNTY UTILITIES	07142021-080703 ACH	26307-080703 06/09/21-07/12/21	Utility - Water & Sewer	543021-53901	\$67.59
001	DD00321	07/19/21	PAUL J. FALDUTO , JR	PAYROLL	July 19, 2021 Payroll Posting			\$184.70
001	DD00322	07/19/21	BRIAN R. BITGOOD	PAYROLL	July 19, 2021 Payroll Posting			\$184.70
001	DD00323	07/19/21	EDWARD A. CAREY	PAYROLL	July 19, 2021 Payroll Posting			\$184.70
001	DD00324	07/19/21	KENT D. WEEKS	PAYROLL	July 19, 2021 Payroll Posting			\$184.70
001	DD00325	07/19/21	STEPHEN R. HORSMAN	PAYROLL	July 19, 2021 Payroll Posting			\$184.70
<b>Fund Total</b>								<b>\$69,008.81</b>

**SERIES 2020 DEBT SERVICE FUND - 203**

203	2785	07/08/21	HERITAGE OAK PARK	070621-DSXFR 2020	FY 2021 ASSESSMENT RECEIPTS	Due to Other Funds	131000	\$11,950.89
<b>Fund Total</b>								<b>\$11,950.89</b>

<b>Total Checks Paid</b>	<b>\$80,959.70</b>
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## **EIGHTH ORDER OF BUSINESS**

**8Cia.**

## RESOLUTION 2021-06

### A RESOLUTION OF THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS OF THE DISTRICT AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021; AND ENDING SEPTEMBER 30, 2022, AND REFERENCING THE MAINTENANCE AND BENEFIT SPECIAL ASSESSMENTS TO BE LEVIED BY THE DISTRICT FOR SAID FISCAL YEAR

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2021, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget and any proposed long-term financial plan or program of the District for future operations (the "Proposed Budget") the District did file a copy of the Proposed Budget with the general purpose local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, on May 20, 2021, the Board set July 15, 2021, as the date for a public hearing thereon which was subsequently continued to August 19, 2021 and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a) Florida Statutes; 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 on a Cash Flow Budget basis, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

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

WHEREAS, the Board of Supervisors of the Heritage Oak Park Community Development District finds and determines that the non-ad valorem special assessments it imposes and levies by this Resolution for maintenance on the parcels of property involved will



constitute a mechanism by which the property owners lawfully and validly will reimburse the District for those certain special and peculiar benefits the District has determined are received by, and flow to, the parcels of property from the systems, facilities and services being provided, and that the special and peculiar benefits are apportioned in a manner that is fair and reasonable in accordance with applicable assessment methodology and related case law; and

WHEREAS, the Chair of the Board of Supervisors may designate the District Manager or other person to certify the non-ad valorem assessment roll to the Tax Collector in and for Charlotte County political subdivision on compatible electronic medium tied to the property identification number no later than 15 September 2021 so that the Tax Collector may merge that roll with others into the collection roll from which the November tax notice is to be printed and mailed; and

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

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

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

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

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

**Section 2. Budget**

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Treasurer and the office of the Recording Secretary, and is hereby attached to this resolution, and hereby approves certain amendments thereto, as shown in Section 3 below.
- b. That the District Manager's Proposed Budget, as amended by the Board, is adopted hereby in accordance with the provisions of Section 190.008(2)(a), Florida Statutes and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be revised subsequently as deemed necessary by the District Manager to reflect actual revenues and expenditures for the Fiscal Year 2022 and/or revised projections for Fiscal Year 2022.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Treasurer and the District Recording Secretary and identified as "The Budget for the

Heritage Oak Park Community Development District for the Fiscal Year Ending September 30, 2022, as Adopted by the Board of Supervisors on August 19, 2022.”

### **Section 3. Appropriations**

That there be, and hereby is appropriated out of the revenues of the Heritage Oak Park Community Development District, for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022 \_\_\_\_\_ (\$ \_\_\_\_\_) to be raised by the applicable imposition and levy by the Board of applicable non-ad valorem special assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND	\$ _____
CAPITAL PROJECTS FUND	\$ _____
ENTERPRISE FUNDS	\$ _____
Total All Funds	\$ _____

### **Section 4. Supplemental Appropriations**

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

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

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

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

- a. That the Fiscal Year 2021 Maintenance Special Assessment Levy (the "Assessment Levy") for the assessment upon all the property within the boundaries of the District based upon the special and peculiar benefit received and further based upon reasonable and fair apportionment of the special benefit, shall be in accordance with the attached Exhibit A, which levy represents the amount of District assessments necessary to provide for payment during the aforementioned budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds. Said Assessment Levy shall be distributed as follows:

General Fund O & M	\$ [See Assessment Levy Resolution 2021-07]
Debt Service Fund	\$ [See Assessment Levy Resolution 2021-07]

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

**Introduced, considered favorably, and adopted this 19<sup>th</sup> day of August 2021.**

Heritage Oak Park Community Development District

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Paul Falduto  
Chairman

Attest:

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Assistant Secretary

# **HERITAGE OAK PARK**

Community Development District

## ***Annual Operating and Debt Service Budget***

**Fiscal Year 2022**

Version 6 - Modified Tentative Budget

(Printed on 08/05/21 5:30pm)

Prepared by:



# HERITAGE OAK PARK

## Community Development District

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### Table of Contents

	<u>Page #</u>
<b><u>OPERATING BUDGET</u></b>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	1-4
Exhibit A - Allocation of Fund Balances .....	5
Budget Narrative .....	6-14
<b><u>DEBT SERVICE BUDGET</u></b>	
Debt Service Fund - Series 2020	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	15
Amortization Schedule.....	16
<b><u>SUPPORTING BUDGET SCHEDULE</u></b>	
Comparison of Assessment Rates .....	17

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**HERITAGE OAK PARK**  
Community Development District

**Operating Budget**  
Fiscal Year 2022

**HERITAGE OAK PARK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2017	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU JUL-2021	AUG- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
REVENUES									
Interest - Investments	\$ 5,802	\$ 5,179	\$ 8,835	\$ 1,359	\$ 5,000	\$ 128	\$ 30	\$ 158	\$ 5,000
Interlocal Agreement	3,000	3,000	3,000	3,000	3,000	2,250	750	3,000	3,000
Room Rentals	1,549	749	857	2,949	500	281	200	481	500
Recreational Activity Fees	39,654	43,189	47,790	31,238	53,200	3,120	1,200	4,320	53,200
Special Assmnts- Tax Collector	774,435	808,592	877,705	936,042	973,784	973,555	229	973,784	973,783
Special Assmnts- Discounts	(28,266)	(29,649)	(31,900)	(34,100)	(38,951)	(35,894)	-	(35,894)	(38,951)
Other Miscellaneous Revenues	1,305	2,150	10,784	202,523	3,800	3,072	700	3,772	3,800
Gate Bar Code/Remotes	646	646	1,376	674	1,000	646	300	946	1,000
Access Cards	-	-	560	246	600	211	125	336	600
Insurance Reimbursements	-	11,262	-	28,275	-	-	-	-	-
TOTAL REVENUES	798,125	845,118	919,007	1,172,206	1,001,933	947,369	3,534	950,903	1,001,932
EXPENDITURES									
Administrative									
P/R-Board of Supervisors	14,000	11,600	11,600	10,800	12,000	9,600	2,000	11,600	12,000
FICA Taxes	1,071	887	887	826	918	734	153	887	918
ProfServ-Engineering	160	-	1,928	23,853	10,000	11,488	200	11,688	10,000
ProfServ-Legal Services	4,568	3,505	8,396	9,869	6,000	7,939	400	8,339	6,000
ProfServ-Mgmt Consulting Serv	58,969	60,738	60,923	63,637	65,547	54,623	10,924	65,547	67,514
ProfServ-Special Assessment	9,873	10,169	10,474	10,788	11,112	11,112	-	11,112	11,445
Auditing Services	5,500	5,500	6,200	5,700	5,750	4,000	-	4,000	5,750
Communication/Freight - Gen'l	763	1,417	1,458	1,422	1,500	344	150	494	1,500
Insurance - General Liability	8,750	10,910	8,363	9,851	10,836	8,423	-	8,423	9,265
R&M-ADA Compliance	-	-	-	3,264	1,000	1,553	-	1,553	1,553
Legal Advertising	1,804	904	2,332	3,378	1,100	1,097	-	1,097	1,100
Miscellaneous Services	510	512	5,088	195	3,000	49	200	249	3,000
Misc-Bank Charges	2,116	1,803	2,043	1,532	2,400	-	-	-	2,400
Misc-Assessmnt Collection Cost	5,332	7,228	6,425	5,752	19,476	18,753	5	18,758	19,476
Office Supplies	577	-	-	15	360	-	100	100	360
Annual District Filing Fee	175	175	175	175	175	175	-	175	175
Total Administrative	114,168	115,348	126,292	151,057	151,174	129,890	14,132	144,022	152,456

**HERITAGE OAK PARK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL	PROJECTED	TOTAL	ANNUAL BUDGET FY 2022
						THRU JUL-2021	AUG- SEP-2021	PROJECTED FY 2021	
<b>Other Public Safety</b>									
Contracts-Mgmt Services	7,500	7,725	-	-	-	-	-	-	-
R&M-Gate	4,384	4,286	7,134	4,917	2,700	3,662	10,700	14,362	3,500
R&M-Gatehouse	-	1,140	649	18	1,000	320	-	320	1,000
R&M-Security Cameras	535	1,480	3,257	969	3,600	-	1,500	1,500	3,600
<b>Total Other Public Safety</b>	<b>12,419</b>	<b>14,631</b>	<b>11,040</b>	<b>5,904</b>	<b>7,300</b>	<b>3,982</b>	<b>12,200</b>	<b>16,182</b>	<b>8,100</b>
<b>Field</b>									
Contracts-Mgmt Services	107,514	110,739	114,061	117,483	127,872	105,960	21,912	127,872	131,709
Contracts-Lake and Wetland	6,120	6,120	6,120	6,120	6,120	5,100	1,020	6,120	6,120
Contracts-Landscape	79,628	83,996	83,996	86,515	89,111	72,096	14,419	86,515	89,111
Contracts-Irrigation	45,000	47,028	49,140	45,900	47,277	39,015	7,803	46,818	48,223
Utility - General	34,598	35,398	37,802	38,027	43,320	25,838	7,200	33,038	43,320
Utility - Water & Sewer	11,995	7,398	8,379	8,795	9,400	13,407	1,300	14,707	10,000
Insurance - General Liability	29,101	26,941	29,100	33,606	43,647	35,956	-	35,956	39,552
R&M-Drainage	13,100	21,994	16,842	5,370	15,000	6,520	8,480	15,000	15,000
R&M-Entry Feature / Wall	3,618	1,263	10,066	2,500	7,500	1,522	5,978	7,500	7,500
R&M-Irrigation	67,782	107,179	104,526	119,559	31,400	68,981	2,400	71,381	31,400
R&M-Lake	1,114	2,877	6,100	20,687	22,100	13,125	6,000	19,125	22,100
R&M-Plant Replacement	2,034	2,960	324	5,762	7,000	812	5,000	5,812	7,000
R&M-Trees and Trimming	7,921	1,750	5,254	5,545	6,000	4,025	1,975	6,000	7,500
R&M-Pumps	19,481	5,538	2,500	10,404	2,160	2,500	540	3,040	2,160
Misc-Special Projects	9,669	6,440	16,548	9,230	10,930	2,785	8,145	10,930	10,930
Natural Disaster Expense	32,476	58,424	6,726	-	5,000	-	5,000	5,000	5,000
Misc-Contingency	2,152	5,209	2,999	4,866	5,000	4,376	624	5,000	5,000
Capital Outlay	-	19,865	-	23,573	5,000	799	4,201	5,000	25,560
Capital Outlay - Irrigation	31,893	5,990	-	-	-	-	-	-	-
<b>Total Field</b>	<b>505,196</b>	<b>557,109</b>	<b>500,483</b>	<b>543,942</b>	<b>483,837</b>	<b>402,817</b>	<b>101,997</b>	<b>504,814</b>	<b>507,185</b>



**HERITAGE OAK PARK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2017	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU JUL-2021	AUG- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
<i>Road and Street Facilities</i>									
R&M-Parking Lots	-	211	520	-	1,000	-	1,000	1,000	1,000
R&M-Roads & Alleyways	10,854	13,701	10,255	1,971	4,000	350	3,650	4,000	4,000
R&M-Sidewalks	1,743	-	-	380	10,000	9,962	-	9,962	15,000
R&M-Streetlights	19,025	5,837	3,329	1,673	10,000	6,825	3,175	10,000	10,000
Misc-Contingency	-	-	-	-	3,000	-	3,000	3,000	3,000
Capital Outlay - Sidewalk Impr	-	-	-	-	10,000	1,250	8,750	10,000	10,000
Capital Outlay - Streetlight Impr	-	-	-	-	5,000	3,200	1,800	5,000	5,000
Reserve - Roads & Streetlights	26,709	58,430	10,548	52,485	5,369	8,250	-	8,250	15,369
<i>Total Road and Street Facilities</i>	<b>58,331</b>	<b>78,179</b>	<b>24,652</b>	<b>56,509</b>	<b>48,369</b>	<b>29,837</b>	<b>21,375</b>	<b>51,212</b>	<b>63,369</b>
<i>Parks and Recreation - General</i>									
Contracts-Mgmt Services	34,252	59,307	74,911	72,807	74,991	9,310	1,742	11,052	34,157
Contracts-Janitorial Services	14,695	18,123	18,960	18,960	18,960	15,800	3,160	18,960	18,960
Contracts-Pools	10,800	10,800	10,800	10,800	10,800	6,300	1,800	8,100	10,800
Contracts-Pest Control	1,048	1,048	1,298	1,048	1,100	1,048	-	1,048	1,100
Communication - Telephone	6,960	7,437	7,903	8,142	8,256	7,186	1,402	8,588	8,580
R&M-Clubhouse	60,633	79,674	100,335	60,458	57,500	5,348	44,652	50,000	50,000
R&M-Parks	10,997	32,540	31,892	12,253	15,000	5,159	2,000	7,159	15,000
R&M-Pools	4,270	8,083	2,420	6,872	9,000	8,480	1,000	9,480	4,500
R&M - Tennis Courts	-	17,100	-	832	2,500	27	2,473	2,500	2,000
Miscellaneous Services	2,238	2,866	3,327	2,467	2,400	1,854	400	2,254	2,400
Misc-Holiday Décor	812	469	527	491	750	413	-	413	750
Misc-Cable TV Expenses	881	982	1,030	3,097	3,660	3,214	648	3,862	3,780
Office Supplies	2,776	3,873	3,434	3,546	3,000	2,521	360	2,881	3,000
OpSupplies - General	2,525	2,209	5,645	3,058	6,000	2,615	630	3,245	6,000
Cap Outlay - Equipment	6,408	-	-	1,091	8,000	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	-	10,488	37,855	15,000	-	15,000	15,000	15,000
Reserve - Air Conditioner	-	-	-	-	-	-	-	-	15,000
Reserve - Roof	-	-	-	5,000	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	-	-	3,000	8,736	-	8,736	3,000
<i>Total Parks and Recreation - General</i>	<b>159,295</b>	<b>244,511</b>	<b>272,970</b>	<b>248,777</b>	<b>264,917</b>	<b>78,011</b>	<b>83,268</b>	<b>161,279</b>	<b>227,027</b>

**HERITAGE OAK PARK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUL-2021	PROJECTED AUG- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<b><i>Special Recreation Facilities</i></b>									
Miscellaneous Services	5,229	3,133	5,470	1,087	4,500	127	1,125	1,252	4,500
Misc-Event Expense	9,877	22,932	33,221	16,092	21,000	1,148	5,250	6,398	21,000
Misc-Social Committee	20,304	19,591	24,734	16,609	26,700	2,323	6,675	8,998	26,700
Misc-Trips and Tours	-	-	-	-	500	-	-	-	500
Office Supplies	618	727	763	386	500	23	125	148	500
<b><i>Total Special Recreation Facilities</i></b>	<b>36,028</b>	<b>46,383</b>	<b>64,188</b>	<b>34,174</b>	<b>53,200</b>	<b>3,621</b>	<b>13,175</b>	<b>16,796</b>	<b>53,200</b>
<b>TOTAL EXPENDITURES</b>	<b>885,437</b>	<b>1,056,161</b>	<b>999,625</b>	<b>1,040,363</b>	<b>1,008,797</b>	<b>648,158</b>	<b>246,146</b>	<b>894,304</b>	<b>1,011,337</b>
Excess (deficiency) of revenues									
Over (under) expenditures	(87,312)	(211,043)	(80,618)	131,843	(6,864)	299,211	(242,612)	56,598	(9,405)
<b>OTHER FINANCING SOURCES (USES)</b>									
Interfund Transfer - In	50,000	-	-	244,907	-	-	-	-	-
Operating Transfers-Out	(50,000)	-	-	(231,038)	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(6,864)	-	-	-	(9,405)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,869</b>	<b>(6,864)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,405)</b>
Net change in fund balance	(87,312)	(211,043)	(80,618)	145,712	(6,864)	299,211	(242,612)	56,598	(9,405)
<b>FUND BALANCE, BEGINNING</b>	<b>785,761</b>	<b>698,449</b>	<b>487,406</b>	<b>406,788</b>	<b>552,500</b>	<b>552,500</b>	<b>-</b>	<b>552,500</b>	<b>609,098</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 698,449</b>	<b>\$ 487,406</b>	<b>\$ 406,788</b>	<b>\$ 552,500</b>	<b>\$ 545,636</b>	<b>\$ 851,711</b>	<b>\$ (242,612)</b>	<b>\$ 609,098</b>	<b>\$ 599,693</b>

**HERITAGE OAK PARK**  
Community Development District

*General Fund*

**Exhibit "A"**  
Allocation of Fund Balances

<b><u>AVAILABLE FUNDS</u></b>		<b><u>Amount</u></b>
Beginning Fund Balance - Fiscal Year 2022	\$	609,098
Net Change in Fund Balance - Fiscal Year 2022		(9,405)
Reserves - Fiscal Year 2022 Additions		58,369
<b>Total Funds Available (Estimated) - 9/30/2022</b>		<b>658,062</b>
<b><u>ALLOCATION OF AVAILABLE FUNDS</u></b>		
<b><i>Nonspendable Fund Balance</i></b>		
Deposits - FPL Utilities		8,200
Prepaid Items		950
	Subtotal	9,150
<b><i>Assigned Fund Balance</i></b>		
Operating Reserve - First Quarter Operating Capital		238,242 <sup>(1)</sup>
Reserve - Roads & Streetlights - Prior Years	98,550	<sup>(2)</sup>
Reserve - Roads & Streetlights - FY 2021	5,369	<sup>(3)</sup>
Reserve - Roads & Streetlights - Actual Expensed	(8,250)	<sup>(4)</sup>
Reserve - Roads & Streetlights - Current Budget Year	15,369	111,038 <sup>(5)</sup>
Reserve - Arbor - Prior Years		2,500 <sup>(3)</sup>
Reserve - Air Conditioner - Current Budget Year	-	15,000 <sup>(5)</sup>
Reserve - Roof - Prior Years	85,000	<sup>(2)</sup>
Reserve - Roof - FY 2021	25,000	<sup>(3)</sup>
Reserve - Roof - Current Budget Year	25,000	135,000 <sup>(5)</sup>
Reserve - Swimming Pools - Prior Years	28,975	<sup>(2)</sup>
Reserve - Swimming Pools - FY 2021	3,000	<sup>(3)</sup>
Reserve - Swimming Pools - Actual Expensed	(8,736)	<sup>(4)</sup>
Reserve - Swimming Pools - Current Budget Year	3,000	26,239 <sup>(5)</sup>
	Subtotal	528,019
<b>Total Allocation of Available Funds</b>		<b>537,169</b>
<b>Total Available for Projects</b>	<b>\$</b>	<b>70,893</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$</b>	<b>50,000</b>

**Notes**

- (1) Represent approximately 3 months of operating expenditures  
 (2) Represents Reserves from Prior Years thru FY 2020  
 (3) Represents Reserves for FY 2021  
 (4) Represents actual expense in FY 2021  
 (5) Represents Reserves for Current Budget Year FY 2022

**HERITAGE OAK PARK**

Community Development District

*General Fund*

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**Budget Narrative**  
Fiscal Year 2022

<b>REVENUES</b>
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**Interest-Investments**

The District earns interest on the monthly average collected balance for their operating accounts, money market accounts and certificates of deposits.

**Interlocal Agreement**

The District has an Interlocal agreement with Heritage Oak Park Community Association for the use of District office and supplies.

**Room Rentals**

The District earns income when the clubhouse is rented for an event.

**Recreational Activity Fees**

This is the revenue from the events that the activities department holds throughout the year.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**Other Miscellaneous Revenues**

The District earns miscellaneous income for providing services for the District, i.e. copies of pool keys, mailbox locks and keys, faxes, etc.

**Gate Bar Code/Remotes**

The District receives amounts for gate remotes that operate the gates of the District.

**Access Cards**

The District receives amounts for access cards that operate the Fitness Center.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Administrative****P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all of the meetings.

**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

**Professional Services-Legal Services**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Professional Services-Special Assessment**

This is the Administrative fees to prepare the District's special assessment roll.

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

**Communication/Freight - General**

This includes telephone, fax transmissions, printing, copies, mailing of agenda packages, checks for vendors, postage and any other required correspondence.

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance Agency, Inc. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Administrative** (continued)**R&M - ADA Compliance**

This is for the cost of the ADA compliance for the website, etc.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Miscellaneous Services**

This is for any miscellaneous charges that the District may incur during the fiscal year.

**Miscellaneous-Bank Charges**

This includes monthly bank charges for the maintenance of the operating accounts.

**Miscellaneous-Assessment Collection Costs**

The District reimburses the Charlotte County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Department of Community Affairs.

**Other Public Safety****R&M - Gate**

This represents the repairs and maintenance of the gates. This also includes the purchase of new gate transmitters.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Other Public Safety** (continued)**R&M - Gatehouse**

This represents normal repairs and maintenance of the gatehouse.

**R&M - Security Cameras**

This is for miscellaneous repairs and maintenance on the new security cameras that were installed at the clubhouse and at the front and at the rear gates.

**Field****Contracts – Management Services**

This includes payroll, workers comp, FUTA/SUTA taxes and payroll charges for the contracted Field personnel.

**Contracts – Lakes and Wetland**

The District has a contract for the aquatic maintenance of the lakes in the District.

**Contracts - Landscape**

This line item includes mowing, edging, pruning, fertilization, semi-annual leaf pickup, irrigation repairs and maintenance, and pest and weed control of the common areas.

**Contracts - Irrigation**

This includes monthly monitoring of the irrigation systems throughout the District.

**Utility - General**

This is for the electricity for the District.

**Utility – Water & Sewer**

This is for the water & sewer usage for the District, plus annual fire protection fee of \$1,600.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Field** (continued)**Insurance – General Liability**

The general liability insurance is with Preferred Governmental Insurance Trust who specializes in providing insurance coverage for governmental agencies.

**R&M – Drainage**

This is for the upkeep and maintenance of the drainage areas around the District.

**R&M – Entry Feature**

This is for the upkeep and maintenance of the walls and fences of the District.

**R&M - Irrigation**

This includes any repairs and maintenance to the irrigation system.

**R&M - Lake**

This includes any repairs and maintenance to the lakes of the District.

**R&M – Plant Replacement**

This includes landscape enhancements throughout the District.

**R&M – Trees & Trimming**

This includes any tree maintenance for the trees in the District.

**R&M - Pumps**

This is for quarterly pump maintenance contract.

**Miscellaneous – Special Projects**

This is for any special projects that may arise in the Field for the District.

**Natural Disaster Expense**

This is for any natural disaster expenses that may occur during or after a major weather event.



**HERITAGE OAK PARK**

Community Development District

*General Fund*

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**Budget Narrative**  
Fiscal Year 2022

<b>EXPENDITURES</b>
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Field (continued)

**Miscellaneous - Contingency**

This is for any contingencies that may arise in the Field for the District.

**Capital Outlay**

This is for the maintenance cart that belongs to the District.

**Road and Street Facilities****R&M – Parking Lots**

This represents repairs and maintenance of the parking lots around the District.

**R&M – Roads & Alleyways**

This represents miscellaneous repairs of the roads and alleyways of the District.

**R&M – Sidewalks**

This represents the cost of maintaining the sidewalks within the District

**R&M – Streetlights**

This includes any repairs and maintenance to the streetlights in the District.

**Miscellaneous - Contingency**

This is a contingency in case an unexpected cost may arise in for the roads and streets.

**Capital Outlay – Sidewalk Improvement**

This is for the sidewalks along the lake.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Road and Street Facilities (continued)****Capital Outlay – Streetlight Improvement**

This is for the new poles and streetlights for the District.

**Reserve – Roads & Streetlights**

This is for the reserve that will be for installing new streetlights around the District.

**Parks and Recreation – General****Contracts – Management Services**

This includes payroll, workers comp, FUTA/SUTA taxes and payroll charges for the contracted Parks and Rec personnel.

**Contracts – Janitorial Services**

This includes any cleaning that may be incurred by the District for cleaning of the recreational center.

**Contracts – Pools**

This is for the monthly pool maintenance service contract.

**Contracts – Pest Control**

The District has a contract for pest control for the recreational center, guard house and other buildings owned by the District.

**Communication – Telephone**

This includes the telephone usage for the Clubhouse Manager.

**R&M - Clubhouse**

This represents repairs and maintenance of the recreational center that may be required during the year.

**HERITAGE OAK PARK**

Community Development District

*General Fund***Budget Narrative**  
Fiscal Year 2022**EXPENDITURES****Parks and Recreation – General** (continued)**R&M - Parks**

This includes bocce ball court maintenance and other park maintenance that may be required in the District.

**R&M - Pools**

This includes any pool maintenance that may be incurred by the District's recreational center pool.

**R&M – Tennis Courts**

This includes tennis court maintenance including repairing cracks and resurfacing the courts.

**Miscellaneous Services**

This includes any miscellaneous services that are needed to run the recreational center.

**Miscellaneous – Holiday Decorations**

This is for the decorations that will be displayed around the District during the Holidays.

**Miscellaneous - Cable TV Expenses**

This includes the cable TV expenses in the recreational center.

**Office Supplies**

This includes any office supplies that are needed to run the recreational center.

**Operating Supplies - General**

This includes any general maintenance supplies that are needed for the recreational center and the parks.

**Capital Outlay – Equipment**

This is for purchasing a new phone system and sound system for the Lodge.

**Capital Outlay – Clubhouse**

This is for the capital items for the clubhouse that need to be replaced.

**HERITAGE OAK PARK**

Community Development District

*General Fund*

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**Budget Narrative**  
Fiscal Year 2022

<b>EXPENDITURES</b>
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**Parks and Recreation – General** (continued)**Reserve – Air Conditioner**

This is for the reserve for the air conditioner of the clubhouse that will need to be replaced.

**Reserve – Roof**

This is for the reserve for the roof of the clubhouse that will need to be replaced.

**Reserve – Swimming Pool**

This is for the reserve for the swimming pool and pool equipment that will need upgrading.

**Special Recreation Facilities****Miscellaneous Services**

This includes bank charges and miscellaneous expenditures for the Activities Dept.

**Miscellaneous – Event Expense**

These are the expenditures from event planning to the decorations for the event.

**Miscellaneous – Social Committee**

This is for the food and drink expenditures for the events which include the poolside lunch and the coffee social.

**Miscellaneous – Trips and Tours**

These are the expenditures for the transportation used for the trips and tours.

**Office Supplies**

These are the expenditures for the office supplies necessary for the Activities Director.

**HERITAGE OAK PARK**  
Community Development District

**Debt Service Budget**  
Fiscal Year 2022

**HERITAGE OAK PARK**

Community Development District

Series 2020 Debt Service Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUL-2021	PROJECTED AUG- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<b>REVENUES</b>						
Interest - Investments	\$ -	\$ -	\$ 4	\$ -	\$ 4	\$ -
Special Assmnts- Tax Collector	-	197,323	197,272	51	197,323	197,323
Special Assmnts- Discounts	-	(7,893)	(7,273)	-	(7,273)	(7,893)
<b>TOTAL REVENUES</b>	<b>-</b>	<b>189,430</b>	<b>190,003</b>	<b>51</b>	<b>190,054</b>	<b>189,430</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	-	3,946	3,800	1	3,801	3,946
<b>Total Administrative</b>	<b>-</b>	<b>3,946</b>	<b>3,800</b>	<b>1</b>	<b>3,801</b>	<b>3,946</b>
<i>Debt Service</i>						
Principal Debt Retirement	-	-	-	-	-	126,426
Interest Expense	-	51,979	12,099	11,188	23,287	74,370
<b>Total Debt Service</b>	<b>-</b>	<b>51,979</b>	<b>12,099</b>	<b>11,188</b>	<b>23,287</b>	<b>200,796</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>55,925</b>	<b>15,899</b>	<b>11,189</b>	<b>27,088</b>	<b>204,742</b>
Excess (deficiency) of revenues						
Over (under) expenditures	-	133,505	174,104	(11,138)	162,966	(15,312)
<b>OTHER FINANCING SOURCES (USES)</b>						
Interfund Transfer - In	-	-	3,000	-	3,000	-
Debt Proceeds	18,548	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	133,505	-	(11,138)	(11,138)	(15,312)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>18,548</b>	<b>133,505</b>	<b>3,000</b>	<b>(11,138)</b>	<b>(8,138)</b>	<b>(15,312)</b>
Net change in fund balance	18,548	133,505	177,104	(11,138)	154,828	(15,312)
<b>FUND BALANCE, BEGINNING</b>	<b>-</b>	<b>18,548</b>	<b>18,548</b>	<b>-</b>	<b>18,548</b>	<b>173,376</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 18,548</b>	<b>\$ 152,053</b>	<b>\$ 195,652</b>	<b>\$ (11,138)</b>	<b>\$ 173,376</b>	<b>\$ 158,064</b>

**HERITAGE OAK PARK**

Community Development District

Series 2020 Debt Service Fund

**Loan Amortization Schedule**

Nominal Annual Rate: 3.690%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
11/1/2021	37,184.83	37,184.83	-	2,000,000.00
5/1/2022	163,611.21	37,184.83	126,426.38	1,873,573.62
11/1/2022	34,834.26	34,834.26	-	1,873,573.62
5/1/2023	163,611.21	34,834.26	128,776.95	1,744,796.67
11/1/2023	32,439.99	32,439.99	-	1,744,796.67
5/1/2024	163,611.21	32,439.99	131,171.22	1,613,625.45
11/1/2024	30,001.20	30,001.20	-	1,613,625.45
5/1/2025	163,611.21	30,001.20	133,610.01	1,480,015.44
11/1/2025	27,517.06	27,517.06	-	1,480,015.44
5/1/2026	163,611.21	27,517.06	136,094.15	1,343,921.29
11/1/2026	24,986.75	24,986.75	-	1,343,921.29
5/1/2027	163,611.21	24,986.75	138,624.46	1,205,296.83
11/1/2027	22,409.38	22,409.38	-	1,205,296.83
5/1/2028	163,611.21	22,409.38	141,201.83	1,064,095.00
11/1/2028	19,784.10	19,784.10	-	1,064,095.00
5/1/2029	163,611.21	19,784.10	143,827.11	920,267.89
11/1/2029	17,110.00	17,110.00	-	920,267.89
5/1/2030	163,611.21	17,110.00	146,501.21	773,766.68
11/1/2030	14,386.19	14,386.19	-	773,766.68
5/1/2031	163,611.21	14,386.19	149,225.02	624,541.66
11/1/2031	11,611.74	11,611.74	-	624,541.66
5/1/2032	163,611.21	11,611.74	151,999.47	472,542.19
11/1/2032	8,785.70	8,785.70	-	472,542.19
5/1/2033	163,407.16	8,785.70	154,621.46	317,920.73
11/1/2033	5,910.91	5,910.91	-	317,920.73
5/1/2034	163,407.16	5,910.91	157,496.25	160,424.48
11/1/2034	2,982.68	2,982.68	-	160,424.48
5/1/2035	163,407.16	2,982.68	160,424.48	-
\$ 2,579,889.58		\$ 579,889.58	\$ 2,000,000.00	

## **HERITAGE OAK PARK**

Community Development District

### **Supporting Budget Schedule**

Fiscal Year 2022



**HERITAGE OAK PARK**

Community Development District

*All Funds*

**Comparison of Assessment Rates  
Fiscal Year 2022 vs. Fiscal Year 2021**

Product	General Fund			Debt Service 2020			Total Assessments per Unit			Units
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	
SF	\$1,405.17	\$1,405.17	0.0%	\$324.03	\$324.03	0.0%	\$1,729.20	\$1,729.20	0.0%	39
MF	\$1,405.17	\$1,405.17	0.0%	\$282.39	\$282.39	0.0%	\$1,687.56	\$1,687.56	0.0%	654
										<b>693</b>

**8Cia.**

## RESOLUTION 2021-07

### A RESOLUTION LEVYING AND IMPOSING A NON-AD VALOREM MAINTENANCE SPECIAL ASSESSMENT FOR THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT FOR FISCAL YEAR 2022

#### Preamble

Whereas, certain improvements existing within the Heritage Oak Park Community Development District and certain costs of operation, repairs and maintenance are being incurred; and

WHEREAS, the Board of Supervisors of the Heritage Oak Park Community Development District find that the District's total General Fund operation assessments, taking into consideration other revenue sources during Fiscal Year 2022, will amount to \$\_\_\_\_\_; and

WHEREAS, the Board of Supervisors of the Heritage Oak Park Community Development District finds the District's Debt Service Fund Assessment during Fiscal Year 2022 will amount to \$\_\_\_\_\_; and

WHEREAS, the Board of Supervisors of the Heritage Oak Park Community Development District finds that the Debt Service Fund relates to systems and facilities which provide special benefits peculiar to certain property within the District based on the applicable assessment methodology; and

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

WHEREAS, the District Board understands that this resolution levies only the maintenance assessments for 2022, the Chair of the District, or the designee of the District Manager, shall certify a total non-ad valorem assessment roll in a timely manner

to the Tax Collector in and for Charlotte County for collection to include all assessments levied and approved by the District on the property including those for debt service as well as for special maintenance assessments.

**NOW, THEREFORE, BE IT RESOLVED BY THE  
BOARD OF SUPERVISORS OF THE HERITAGE  
OAK PARK COMMUNITY DEVELOPMENT  
DISTRICT OF CHARLOTTE COUNTY, FLORIDA;**

Section 1. All the whereas clauses are incorporated herein and are dispositive.

Section 2. A special assessment for maintenance as provided for in Chapters 190.021(3), Florida Statutes, (hereinafter referred to as assessment) is hereby levied on the platted lots within the District.

Section 3. That the collection and enforcement of the aforesaid assessments on platted lots shall be by the Tax Collector serving as agent of the State of Florida in Charlotte County (Tax Collector) and shall be at the same time and in like manner as ad valorem taxes and subject to all ad valorem tax collection and enforcement procedures which attend the use of the official annual tax notice.

Section 4. The levy and imposition of the maintenance special assessments on platted lots included in the District will be combined with the debt service non-ad valorem assessments which were levied and certified as a total amount on the non-ad valorem assessment roll to the Charlotte County Tax Collector by the designee of the Chair of the Board on compatible medium no later than September 15, 2021, which shall then be collected by the Tax Collector on the tax notice along with other non-ad valorem assessments from other local governments and with all applicable property taxes to each platted parcel of property.

Section 5. The proceeds therefrom shall be paid to the Heritage Oak Park Community Development District.

Section 6. The Chair of the Board of the Heritage Oak Park Community Development District designates the District Manager to perform the certification duties.

Section 7. Be it further resolved, that a copy of this Resolution be transmitted to the proper public officials so that its purpose and effect may be carried out in accordance with law.

**PASSED AND ADOPTED this 19<sup>th</sup> day of August 2021, by the Board of Supervisors of the Heritage Oak Park Community Development District, Charlotte County, Florida.**

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Assistant Secretary

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Paul Falduto  
Chairman

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**EXHIBIT "A"****FORM OF REQUISITION**

The undersigned, an Authorized Officer of Heritage Oak Park Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to SunTrust Bank, Central Florida, National Association, as trustee (the "Trustee"), dated as of August 1, 1998 (the "Master Indenture"), as amended and supplemented by the \_\_\_\_\_ Supplemental Indenture from the District to the Trustee, dated as of \_\_\_\_\_, 1998 (the Master Indenture as amended and supplemented in hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 011
- (B) Name of Payee: Heritage Oak Park CDD.
- (C) Amount Payable: \$1,315,329.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): The balance of the funds in the loan pool are being drawn down to ensure that we can complete all of the projects originally envisioned when the loan was first completed. By drawing the balance of the funds at this time we will ensure that they are available when we move forward with the remaining projects.
- (E) Fund or Account and subaccount, if any, from which disbursement to be made:  
2020-Acquisition and Construction Account

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisitions and Constructions Account, that each disbursement set forth above was incurred in connection with the acquisition and construction of the 2020 Project and each represents a Cost of the 2020 Project, and has not been previously paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

There shall be attached a resolution of the Governing Body of the District Approving this

requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition is due and payable.

Attached hereto are originals of the invoice(s) from the vendor to the property acquired or services rendered with respect to which disbursement is hereby requested.

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT**

By: B. J. Zane  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the 2020 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2020 Project with respect to which disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the 2020 Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

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Consulting Engineer



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## **PROPOSED**

### **Notice of Meetings Heritage Oak Park Community Development District**

The Board of Supervisors of the Heritage Oak Park Community Development District will hold their meetings for Fiscal Year 2022 on the third Thursday at 10:00 a.m. of each month at 19520 Heritage Oak Boulevard, Port Charlotte, Florida as follows:

October 21, 2021  
November 18, 2021  
December 16, 2021  
January 20, 2022  
February 17, 2022  
March 17, 2022  
April 21, 2022  
May 19, 2022  
June 16, 2022  
July 21, 2022  
August 18, 2022  
September 15, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors may participate by telephone. At the above location there may be present a speaker telephone so that any interested person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (954) 603-0033 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that 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 such appeal is to be based.

Robert Koncar  
District Manager