

**HERITAGE OAK PARK  
COMMUNITY DEVELOPMENT  
DISTRICT  
June 17, 2021  
AGENDA PACKAGE**

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

June 10, 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, June 17, 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 May 20, 2021 Meeting
  - B. Financials and Check Register for May 31, 2021
6. Old Business
  - A. Gate Entry Box
7. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
8. On-Site Administration Report – Project Updates
9. Supervisor Requests
10. Audience Comments
11. Adjournment

**Next meeting July 15, 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, May 20, 2021 at 9:00 a.m. with the regular meeting immediately following 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                         |
| Kent Weeks        | Assistant Secretary                         |
| Michelle Egan     | Project Manager, Inframark                  |
| Bob Koncar        | District Manager, Inframark (via telephone) |

*The following is a summary of the minutes and actions taken at the May 20, 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 Ms. Eagan called the roll.
- Mr. Falduto asked for a motion to amend the agenda to add Park Reopening Protocol to Old Business Items.

|   |
|---|
| On MOTION by Mr. Carey seconded by Mr. Bitgood with all in favor amending the agenda to add Park Reopening Protocol to Old Business Items was approved. |
|---|

**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 read a prepared statement on unhappy resident use of Facebook.
- Mr. Falduto spoke on the community activities scheduled.

**FIFTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the April 15 and April 29, 2021 Meetings**

**B. Financial Statements and Check Register**

|  |
|--|
| <p>On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor the Consent Agenda was approved. 5-0</p> |
|--|

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Mainline Irrigation Update**

- Ms. Egan stated the District is in the final stages of contract negotiations.

**B. Irrigation VFD Pumps**

|   |
|---|
| <p>On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor discussing the Irrigation VFD Pumps was approved. 5-0</p> |
|---|

- Mr. Falduto summarized the VFD Pump projects. The Board members each gave their input on the different proposal options for this project.

|   |
|---|
| <p>On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor to proceed with Option 1 at \$85,524 for the Irrigation VFD Pumps was approved. 5-0</p> |
|---|

**C. Pool Area Update**

Ms. Eagan gave an update on the pool area. Ms. Eagan stated the fence around the pool is beyond refurbishing and asked the Board for permission to obtain proposals for a new fence.

**D. Park Reopening Protocol**

Mr. Falduto would like to amend the reopening protocol to state that fully vaccinated people do not have to wear a mask or social distance inside District buildings.

On MOTION by Mr. Bitgood seconded by Mr. Weeks with all in favor people that are fully vaccinated for Covid 19 do not have to wear a mask or practice social distancing inside District buildings was approved. 5-0.

**SEVENTH ORDER OF BUSINESS**

**New Business**

**A. Gate Cameras**

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor the two (2) proposals for gate cameras, not to exceed \$4500 was approved. 5-0.

- o Mr. Falduto reviewed the two (2) proposals for gate cameras.
- o A discussion ensued.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Attorney**

No report.

**B. District Engineer**

No report.

**C. District Manager**

- i. Number of Registered Voters – 808
- ii. Presentation of Fiscal Year 2021/2022 Proposed Budget

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor raising the Heritage Oak Park Community Development District resident fees by \$0 was approved. 5-0.

*Let the record reflect a five-minute recess was taken.*

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor amending the previous motion to read, keeping the Heritage Oak Park Community Development District resident fees the same as the Fiscal Year 2021 Budget, was approved. 5-0.

**a. Consideration of Resolution 2021-04, Approving the Fiscal Year 2021/2022 Proposed Budget and Setting the Public Hearing**

On MOTION by Mr. Bitgood seconded by Mr. Weeks with all in favor Resolution 2021-04, Approving the Fiscal Year 2021/2022 Proposed Budget and Setting the Public Hearing, amending the Public Hearing date to July 15, 2021 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida 33948, was approved. 5-0.

**NINTH ORDER OF BUSINESS**

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

- Ms. Egan stated the grass in the pond has been treated and it will be removed when dead.
- The pool lift will be installed close to the shower. The District is still waiting for parts and the permitting is coming along.
- The pool repairs have been completed. It had nothing to do with any new work that had been done.
- The gate company’s owner has passed away and his spouse is closing the business. Therefore, a new gate company needs to be found.
- The front entrance needs plant improvements and Ms. Egan requested \$2000 to accomplish this.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor a not-to-exceed amount of \$2500 for improvements at the Quesada Avenue entrance to Heritage Oak Park was approved. 5-0.

*Let the record reflect Mr. Koncar has joined the meeting via telephone.*



**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

- Mr. Weeks has asked for an update on his previous request of changing sprinkler times to prevent residents from getting wet during peak walking times. Ms. Egan will do research on turning the sprinklers off completely beside the pond.
- Mr. Weeks asked for an update on the Government’s response to the request of a crosswalk to the YMCA.
- Mr. Carey stated a letter needs to be to residents that have trimmed the bushes to have a view of the pond. Mr. Falduto requested the landscapers see what can be done.
- Ms. Bitgood requested an update on the Activities Director position. The position is being advertised and the District is looking for someone that has experience.
- Mr. Falduto reviewed activities scheduled in the District and stated there will not be any pause in activities. These events will have notifications via email, the website, and social media.
- The HOPCA Committee Chairperson has scheduled a Sheriff’s Department visit on June 1, 2021, 9:00 a.m. to 11:00 a.m., for registering bikes and golf carts, picking up old prescriptions, and giving information on different programs available to participate in.
- On June 9, 2021, 11:00 a.m. to 2:00 p.m., URI will be at the District cook-out to answer any questions regarding disaster readiness, emergencies and insurance, and other topics.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments**

- A resident asked the need of hours worked for the Activities Director per week. Mr. Falduto responded it will be 28 hours per week, which is considered a part-time position. The resident read a written statement from another resident who could not be present. It was suggested in this written statement that the Activities Director position be a full-time position.
- A resident requested the Activities Directors responsibilities.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Carey seconded by Mr. Weeks with all in favor, the meeting being adjourned. 5-0.

---

Secretary

---

Paul Falduto  
Chairman

**5B**

**HERITAGE OAK PARK**  
Community Development District

*Financial Report*

*May 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       |
| Cash & Investment Report                 | ..... | Page 10      |
| Bank Reconciliations                     | ..... | Page 11 - 12 |
| Check Register by Fund                   | ..... | Page 13 - 14 |

---

**HERITAGE OAK PARK**  
Community Development District

**Financial Statements**

(Unaudited)

**May 31, 2021**

**Balance Sheet**  
May 31, 2021

| ACCOUNT DESCRIPTION                          | GENERAL<br>FUND     | SERIES 2020<br>DEBT<br>SERVICE<br>FUND | TOTAL               |
|--|---------------------|--|---------------------|
| <b>ASSETS</b>                                |                     |  |                     |
| Cash - Checking Account                      | \$ 952,468          | \$ -                                   | \$ 952,468          |
| Cash On Hand/Petty Cash                      | 200                 | -                                      | 200                 |
| Accounts Receivable - Other                  | 157                 | -                                      | 157                 |
| Allow -Doubtful Accounts                     | (1,328)             | -                                      | (1,328)             |
| Assessments Receivable                       | 1,328               | -                                      | 1,328               |
| Due From Other Funds                         | -                   | 11,951                                 | 11,951              |
| Investments:                                 |                     |  |                     |
| Money Market Account                         | 51,800              | -                                      | 51,800              |
| Reserve Fund                                 | -                   | 18,548                                 | 18,548              |
| Revenue Fund                                 | -                   | 164,867                                | 164,867             |
| Prepaid Items                                | 350                 | -                                      | 350                 |
| Deposits                                     | 8,200               | -                                      | 8,200               |
| <b>TOTAL ASSETS</b>                          | <b>\$ 1,013,175</b> | <b>\$ 195,366</b>                      | <b>\$ 1,208,541</b> |
| <b>LIABILITIES</b>                           |                     |  |                     |
| Accounts Payable                             | \$ 539              | \$ -                                   | \$ 539              |
| Accrued Expenses                             | 11,023              | -                                      | 11,023              |
| Deposits                                     | 6,955               | -                                      | 6,955               |
| Due To Other Funds                           | 11,951              | -                                      | 11,951              |
| <b>TOTAL LIABILITIES</b>                     | <b>30,648</b>       | <b>-</b>                               | <b>30,648</b>       |
| <b>FUND BALANCES</b>                         |                     |  |                     |
| <b>Nonspendable:</b>                         |                     |  |                     |
| Prepaid Items                                | 350                 | -                                      | 350                 |
| Deposits                                     | 8,200               | -                                      | 8,200               |
| <b>Restricted for:</b>                       |                     |  |                     |
| Debt Service                                 | -                   | 195,366                                | 195,366             |
| <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>516,811</b>      | <b>-</b>                               | <b>516,811</b>      |
| <b>TOTAL FUND BALANCES</b>                   | <b>\$ 982,527</b>   | <b>\$ 195,366</b>                      | <b>\$ 1,177,893</b> |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b>\$ 1,013,175</b> | <b>\$ 195,366</b>                      | <b>\$ 1,208,541</b> |

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

| ACCOUNT DESCRIPTION              | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD | MAY-21<br>BUDGET | MAY-21<br>ACTUAL |
|----------------------------------|-----------------------------|------------------------|------------------------|-----------------------------|--|------------------|------------------|
| <b>REVENUES</b>                  |                             |                        |                        |                             |  |                  |                  |
| Interest - Investments           | \$ 5,000                    | \$ 3,333               | \$ 111                 | \$ (3,222)                  | 2.22%                                  | \$ 417           | \$ 11            |
| Interlocal Agreement             | 3,000                       | 2,250                  | 2,250                  | -                           | 75.00%                                 | 750              | 750              |
| Room Rentals                     | 500                         | 150                    | 140                    | (10)                        | 28.00%                                 | 150              | 140              |
| Recreational Activity Fees       | 53,200                      | 625                    | 625                    | -                           | 1.17%                                  | 625              | 625              |
| Special Assmnts- Tax Collector   | 973,784                     | 968,784                | 972,107                | 3,323                       | 99.83%                                 | 12,628           | 4,300            |
| Special Assmnts- Discounts       | (38,951)                    | (38,951)               | (35,894)               | 3,057                       | 92.15%                                 | -                | -                |
| Other Miscellaneous Revenues     | 3,800                       | 3,100                  | 3,072                  | (28)                        | 80.84%                                 | 3,040            | 3,038            |
| Gate Bar Code/Remotes            | 1,000                       | 480                    | 449                    | (31)                        | 44.90%                                 | 180              | 169              |
| Access Cards                     | 600                         | 200                    | 187                    | (13)                        | 31.17%                                 | 88               | 82               |
| <b>TOTAL REVENUES</b>            | <b>1,001,933</b>            | <b>939,971</b>         | <b>943,047</b>         | <b>3,076</b>                | <b>94.12%</b>                          | <b>17,878</b>    | <b>9,115</b>     |
| <b>EXPENDITURES</b>              |                             |                        |                        |                             |  |                  |                  |
| <b>Administration</b>            |                             |                        |                        |                             |  |                  |                  |
| P/R-Board of Supervisors         | 12,000                      | 8,000                  | 7,600                  | 400                         | 63.33%                                 | 1,000            | 1,000            |
| FICA Taxes                       | 918                         | 612                    | 581                    | 31                          | 63.29%                                 | 77               | 77               |
| ProfServ-Engineering             | 10,000                      | 6,667                  | 10,513                 | (3,846)                     | 105.13%                                | -                | -                |
| ProfServ-Legal Services          | 6,000                       | 4,000                  | 6,026                  | (2,026)                     | 100.43%                                | 500              | 524              |
| ProfServ-Mgmt Consulting Serv    | 65,547                      | 43,698                 | 43,698                 | -                           | 66.67%                                 | 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                       | 1,000                  | 212                    | 788                         | 14.13%                                 | 125              | 15               |
| 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                       | 685                    | 685                    | -                           | 62.27%                                 | -                | -                |
| Miscellaneous Services           | 3,000                       | 20                     | 20                     | -                           | 0.67%                                  | -                | -                |
| Misc-Bank Charges                | 2,400                       | -                      | -                      | -                           | 0.00%                                  | -                | -                |
| Misc-Assessmnt Collection Cost   | 19,476                      | 19,376                 | 18,724                 | 652                         | 96.14%                                 | 253              | 86               |
| Office Supplies                  | 360                         | -                      | -                      | -                           | 0.00%                                  | -                | -                |
| Annual District Filing Fee       | 175                         | 175                    | 175                    | -                           | 100.00%                                | -                | -                |
| <b>Total Administration</b>      | <b>151,174</b>              | <b>112,931</b>         | <b>113,322</b>         | <b>(391)</b>                | <b>74.96%</b>                          | <b>7,417</b>     | <b>7,164</b>     |
| <b>Other Public Safety</b>       |                             |                        |                        |                             |  |                  |                  |
| R&M-Gate                         | 2,700                       | 1,800                  | 1,986                  | (186)                       | 73.56%                                 | 225              | -                |
| R&M-Gatehouse                    | 1,000                       | 1,000                  | 2,320                  | (1,320)                     | 232.00%                                | 980              | 2,300            |
| R&M-Security Cameras             | 3,600                       | -                      | -                      | -                           | 0.00%                                  | -                | -                |
| <b>Total Other Public Safety</b> | <b>7,300</b>                | <b>2,800</b>           | <b>4,306</b>           | <b>(1,506)</b>              | <b>58.99%</b>                          | <b>1,205</b>     | <b>2,300</b>     |
| <b>Field</b>                     |                             |                        |                        |                             |  |                  |                  |
| Contracts-Mgmt Services          | 127,872                     | 85,248                 | 85,248                 | -                           | 66.67%                                 | 10,656           | 10,656           |
| Contracts-Lake and Wetland       | 6,120                       | 4,080                  | 4,080                  | -                           | 66.67%                                 | 510              | 510              |
| Contracts-Landscape              | 89,111                      | 59,407                 | 57,677                 | 1,730                       | 64.72%                                 | 7,426            | 7,210            |
| Contracts-Irrigation             | 47,277                      | 31,518                 | 31,212                 | 306                         | 66.02%                                 | 3,940            | 3,902            |
| Utility - General                | 43,320                      | 28,880                 | 20,172                 | 8,708                       | 46.57%                                 | 3,610            | 3,110            |
| Utility - Water & Sewer          | 9,400                       | 6,800                  | 10,288                 | (3,488)                     | 109.45%                                | 650              | 1,800            |
| Insurance - General Liability    | 43,647                      | 43,647                 | 35,956                 | 7,691                       | 82.38%                                 | -                | -                |
| R&M-Drainage                     | 15,000                      | 6,150                  | 6,150                  | -                           | 41.00%                                 | -                | -                |
| R&M-Entry Feature                | 7,500                       | 1,522                  | 1,522                  | -                           | 20.29%                                 | -                | -                |
| R&M-Irrigation                   | 31,400                      | 20,933                 | 29,863                 | (8,930)                     | 95.11%                                 | -                | -                |
| R&M-Lake                         | 22,100                      | 1,400                  | 9,225                  | (7,825)                     | 41.74%                                 | -                | -                |
| R&M-Plant Replacement            | 7,000                       | 382                    | 382                    | -                           | 5.46%                                  | -                | -                |
| R&M-Trees and Trimming           | 6,000                       | 4,025                  | 4,025                  | -                           | 67.08%                                 | -                | -                |



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

| <u>ACCOUNT DESCRIPTION</u>                   | <u>ANNUAL<br/>ADOPTED<br/>BUDGET</u> | <u>YEAR TO DATE<br/>BUDGET</u> | <u>YEAR TO DATE<br/>ACTUAL</u> | <u>VARIANCE (\$)<br/>FAV(UNFAV)</u> | <u>YTD ACTUAL<br/>AS A % OF<br/>ADOPTED BUD</u> | <u>MAY-21<br/>BUDGET</u> | <u>MAY-21<br/>ACTUAL</u> |
|--|--------------------------------------|--------------------------------|--------------------------------|-------------------------------------|---|--------------------------|--------------------------|
| R&M-Pumps                                    | 2,160                                | 2,160                          | 2,500                          | (340)                               | 115.74%   | 250                      | 250                      |
| Misc-Special Projects                        | 10,930                               | 1,050                          | 1,050                          | -                                   | 9.61%   | -                        | -                        |
| Misc-Hurricane Expense                       | 5,000                                | -                              | -                              | -                                   | 0.00%   | -                        | -                        |
| Misc-Contingency                             | 5,000                                | 4,107                          | 4,107                          | -                                   | 82.14%  | 1,822                    | 1,822                    |
| Capital Outlay                               | 5,000                                | 799                            | 799                            | -                                   | 15.98%  | -                        | -                        |
| <b>Total Field</b>                           | <b>483,837</b>                       | <b>302,108</b>                 | <b>304,256</b>                 | <b>(2,148)</b>                      | <b>62.88%</b>                                   | <b>28,864</b>            | <b>29,260</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                               | 6,450                          | 6,450                          | -                                   | 64.50%  | -                        | -                        |
| 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>26,581</b>                  | <b>29,462</b>                  | <b>(2,881)</b>                      | <b>60.91%</b>                                   | <b>-</b>                 | <b>-</b>                 |
| <b><u>Parks and Recreation - General</u></b> |                                      |                                |                                |                                     |   |                          |                          |
| Contracts-Mgmt Services                      | 74,991                               | 49,994                         | 6,968                          | 43,026                              | 9.29%   | 6,249                    | 871                      |
| Contracts-Janitorial Services                | 18,960                               | 12,640                         | 12,640                         | -                                   | 66.67%  | 1,580                    | 1,580                    |
| Contracts-Pools                              | 10,800                               | 7,200                          | 4,500                          | 2,700                               | 41.67%  | 900                      | 900                      |
| Contracts-Pest Control                       | 1,100                                | 1,100                          | 1,048                          | 52                                  | 95.27%  | -                        | -                        |
| Communication - Telephone                    | 8,256                                | 5,504                          | 5,602                          | (98)                                | 67.85%  | 688                      | 712                      |
| R&M-Clubhouse                                | 57,500                               | 38,333                         | 4,600                          | 33,733                              | 8.00%   | 4,792                    | 498                      |
| R&M-Parks                                    | 15,000                               | 10,000                         | 3,457                          | 6,543                               | 23.05%  | 1,250                    | 969                      |
| R&M-Pools                                    | 9,000                                | 6,000                          | 4,624                          | 1,376                               | 51.38%  | 750                      | 1,570                    |
| R&M-Tennis Courts                            | 2,500                                | 27                             | 27                             | -                                   | 1.08%   | -                        | -                        |
| Miscellaneous Services                       | 2,400                                | 1,600                          | 1,570                          | 30                                  | 65.42%  | 200                      | 124                      |
| Misc-Holiday Decor                           | 750                                  | 750                            | 413                            | 337                                 | 55.07%  | -                        | -                        |
| Misc-Cable TV Expenses                       | 3,660                                | 2,440                          | 2,496                          | (56)                                | 68.20%  | 305                      | 334                      |
| Office Supplies                              | 3,000                                | 2,000                          | 2,149                          | (149)                               | 71.63%  | 250                      | 421                      |
| Op Supplies - General                        | 6,000                                | 4,000                          | 1,870                          | 2,130                               | 31.17%  | 500                      | 366                      |
| 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>144,588</b>                 | <b>60,700</b>                  | <b>83,888</b>                       | <b>22.91%</b>                                   | <b>17,464</b>            | <b>8,345</b>             |
| <b><u>Special Recreation Facilities</u></b>  |                                      |                                |                                |                                     |   |                          |                          |
| Miscellaneous Services                       | 4,500                                | -                              | -                              | -                                   | 0.00%   | -                        | -                        |
| Misc-Event Expense                           | 21,000                               | -                              | -                              | -                                   | 0.00%   | -                        | -                        |
| Misc-Social Committee                        | 26,700                               | 974                            | 974                            | -                                   | 3.65%   | -                        | -                        |
| Misc-Trips and Tours                         | 500                                  | -                              | -                              | -                                   | 0.00%   | -                        | -                        |
| Office Supplies                              | 500                                  | -                              | -                              | -                                   | 0.00%   | -                        | -                        |
| <b>Total Special Recreation Facilities</b>   | <b>53,200</b>                        | <b>974</b>                     | <b>974</b>                     | <b>-</b>                            | <b>1.83%</b>                                    | <b>-</b>                 | <b>-</b>                 |
| <b>TOTAL EXPENDITURES</b>                    | <b>1,008,797</b>                     | <b>589,982</b>                 | <b>513,020</b>                 | <b>76,962</b>                       | <b>50.85%</b>                                   | <b>54,950</b>            | <b>47,069</b>            |
| Excess (deficiency) of revenues              |                                      |                                |                                |                                     |   |                          |                          |
| Over (under) expenditures                    | (6,864)                              | 349,989                        | 430,027                        | 80,038                              | -6264.96%                                       | (37,072)                 | (37,954)                 |

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

| <u>ACCOUNT DESCRIPTION</u>                   | <u>ANNUAL<br/>ADOPTED<br/>BUDGET</u> | <u>YEAR TO DATE<br/>BUDGET</u> | <u>YEAR TO DATE<br/>ACTUAL</u> | <u>VARIANCE (\$)<br/>FAV(UNFAV)</u> | <u>YTD ACTUAL<br/>AS A % OF<br/>ADOPTED BUD</u> | <u>MAY-21<br/>BUDGET</u> | <u>MAY-21<br/>ACTUAL</u> |
|--|--------------------------------------|--------------------------------|--------------------------------|-------------------------------------|---|--------------------------|--------------------------|
| <b><u>OTHER FINANCING SOURCES (USES)</u></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)                           | \$ 349,989                     | \$ 430,027                     | \$ 80,038                           | -6264.96%                                       | \$ (37,072)              | \$ (37,954)              |
| <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>\$ 902,489</b>              | <b>\$ 982,527</b>              |                                     |   |                          |                          |

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

| ACCOUNT DESCRIPTION  | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD | MAY-21<br>BUDGET | MAY-21<br>ACTUAL |
|--|-----------------------------|------------------------|------------------------|-----------------------------|--|------------------|------------------|
| <b>REVENUES</b>  |                             |                        |                        |                             |  |                  |                  |
| Interest - Investments                                       | \$ -                        | \$ -                   | \$ 3                   | \$ 3                        | 0.00%                                  | \$ -             | \$ 1             |
| Special Assmnts- Tax Collector                               | 197,323                     | 195,761                | 196,981                | 1,220                       | 99.83%                                 | 2,115            | 864              |
| Special Assmnts- Discounts                                   | (7,893)                     | (7,893)                | (7,273)                | 620                         | 92.14%                                 | -                | -                |
| <b>TOTAL REVENUES</b>  | <b>189,430</b>              | <b>187,868</b>         | <b>189,711</b>         | <b>1,843</b>                | <b>100.15%</b>                         | <b>2,115</b>     | <b>865</b>       |
| <b>EXPENDITURES</b>  |                             |                        |                        |                             |  |                  |                  |
| <b>Administration</b>  |                             |                        |                        |                             |  |                  |                  |
| Misc-Assessmnt Collection Cost                               | 3,946                       | 3,915                  | 3,794                  | 121                         | 96.15%                                 | 42               | 17               |
| <b>Total Administration</b>                                  | <b>3,946</b>                | <b>3,915</b>           | <b>3,794</b>           | <b>121</b>                  | <b>96.15%</b>                          | <b>42</b>        | <b>17</b>        |
| <b>Debt Service</b>  |                             |                        |                        |                             |  |                  |                  |
| Interest Expense   | 51,979                      | 51,979                 | 12,099                 | 39,880                      | 23.28%                                 | 37,185           | 11,228           |
| <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>37,185</b>    | <b>11,228</b>    |
| <b>TOTAL EXPENDITURES</b>                                    | <b>55,925</b>               | <b>55,894</b>          | <b>15,893</b>          | <b>40,001</b>               | <b>28.42%</b>                          | <b>37,227</b>    | <b>11,245</b>    |
| Excess (deficiency) of revenues<br>Over (under) expenditures | 133,505                     | 131,974                | 173,818                | 41,844                      | 130.20%                                | (35,112)         | (10,380)         |
| <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                  | \$ 131,974             | \$ 176,818             | \$ 44,844                   | 132.44%                                | \$ (35,112)      | \$ (10,380)      |
| <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>\$ 150,522</b>      | <b>\$ 195,366</b>      |                             |  |                  |                  |

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

| ACCOUNT DESCRIPTION  | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD | MAY-21<br>BUDGET | MAY-21<br>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<br>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>                                  | \$ -                        | \$ -                   | \$ -                   |                             |  |                  |                  |

**Notes to the Financial Statements**  
May 2021

**Financial Overview / Highlights**

- ▶ Total General Fund revenues are at approximately 94.1% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 50.9% of the Annual Budget.

**Balance Sheet**

| Account Name                | Annual Budget | YTD Actual | Explanation   |
|-----------------------------|---------------|------------|---|
| <b>Assets</b>               |               |            |   |
| Accounts Receivable-Other   |               | 157        | HOA purchases 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        |               | 11,951     | Due from General Fund to Debt Service.                    |
| Prepaid Items               |               | 350        | Entertainment deposit for Grand Re-Opening Party in June. |
| Deposits                    |               | 8,200      | Deposits with FPL for sprinkler pumps and street lights.  |
| <b>Liabilities</b>          |               |            |   |
| Accounts Payable            |               | 539        | Invoices for current month but not paid in current month. |
| Accrued Expenses            |               | 11,023     | Utilities, phone, landscape.                              |
| Deposits                    |               | 6,955      | Balance of Fitness Room key deposits to be reimbursed.    |
| Due to Other Funds          |               | 11,951     | 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       | 972,107    | 99.83%      | Collections were at 98.72% 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        | 10,513     | 105.13%     | Work on drainage project, review requisitions, review RFP for irrigation  |
| ProfServ-Legal Services           | 6,000         | 6,026      | 100.43%     | 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.   |
| 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         | 1,986      | 73.56%      | Gate remotes, gate pins, gate repairs to guard gate back entrance, LED gate arm, mega barrier arm control board at front visitor's gate.  |
| R&M-Gatehouse                     | 1,000         | 2,320      | 232.00%     | Repaired damaged fascia and soffitt.  |
| <b><u>Field</u></b>               |               |            |             |   |
| Utility - Water & Sewer           | 9,400         | 10,288     | 109.45%     | 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        | 29,863     | 95.11%      | Irrigation repairs, repair 2" and 3" mainline breaks.   |
| R&M-Trees and Trimming            | 6,000         | 4,025      | 67.08%      | Remove sea grape, trimmed oak trees.  |
| R&M-Pumps                         | 2,160         | 2,500      | 115.74%     | Qtrly pump service, replace cycle stop valve at Red Oak well.   |
| Misc-Contingency                  | 5,000         | 4,107      | 82.14%      | Maintenance golf cart repairs, rotary head, power washer repair, blue canopy for Maintenance, installed breakers and outlets in Maintenance Garage plus renovations to Garage.      |

**Notes to the Financial Statements**  
May 2021

| <u>Account Name</u>                    | <u>Annual Budget</u> | <u>YTD Actual</u> | <u>% of Budget</u> | <u>Explanation</u>  |
|--|----------------------|-------------------|--------------------|---|
| <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               | 6,968             | 9.29%              | Reduced fees due to elimination of position   |
| Contracts-Pools                        | 10,800               | 4,500             | 41.67%             | 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                | 5,602             | 67.85%             | Phone services for the Lodge/Sports Bar   |
| Misc-Cable TV Expenses                 | 3,660                | 2,496             | 68.20%             | Comcast cable services-price increased in January   |
| Office Supplies                        | 3,000                | 2,149             | 71.63%             | 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**

**May 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**

| Date Received            | Net Amount Received | Discount / (Penalties) Amount | Collection Costs | Gross Amount Received | ALLOCATION               |                               |
|--------------------------|---------------------|-------------------------------|------------------|-----------------------|--------------------------|-------------------------------|
|                          |                     |                               |                  |                       | 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                           |
| <b>TOTAL</b>             | <b>\$ 1,103,402</b> | <b>\$ 43,168</b>              | <b>\$ 22,518</b> | <b>\$ 1,169,088</b>   | <b>\$ 972,107</b>        | <b>\$ 196,981</b>             |
| % COLLECTED              |                     |                               |                  | 99.8%                 | 99.8%                    | 99.8%                         |
| <b>TOTAL OUTSTANDING</b> |                     |                               |                  | <b>\$ 2,017</b>       | <b>\$ 1,676</b>          | <b>\$ 342</b>                 |



**Cash and Investment Report**  
May 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%              | \$922,411          |
| Operating Checking Account    | Valley Bank      | 0.10%              | \$30,057           |
|                               |                  | <b>Subtotal</b>    | <b>\$952,468</b>   |
| Petty Cash - Property Manager | N/A              | N/A                | \$200              |
| Money Market Account          | BankUnited       | 0.20%              | \$51,800           |
| <b>DEBT SERVICE FUND</b>      |                  |                    |                    |
| Series 2020 Reserve Fund      | US Bank          | 0.00%              | \$18,548           |
| Series 2020 Revenue Fund      | US Bank          | 0.00%              | \$164,867          |
|                               |                  | <b>Subtotal</b>    | <b>\$183,415</b>   |
|                               |                  | <b>Grand Total</b> | <b>\$1,187,882</b> |

# Heritage Oak Park CDD

## Bank Reconciliation

**Bank Account No.** 7282 Bank United GF  
**Statement No.** 05-21  
**Statement Date** 5/31/2021

|                             |            |                             |            |
|-----------------------------|------------|-----------------------------|------------|
| <b>G/L Balance (LCY)</b>    | 922,410.57 | <b>Statement Balance</b>    | 924,666.31 |
| <b>G/L Balance</b>          | 922,410.57 | <b>Outstanding Deposits</b> | 0.00       |
| <b>Positive Adjustments</b> | 0.00       |                             |            |
|                             | <hr/>      |                             |            |
| <b>Subtotal</b>             | 922,410.57 | <b>Subtotal</b>             | 924,666.31 |
| <b>Negative Adjustments</b> | 0.00       | <b>Outstanding Checks</b>   | 2,255.74   |
|                             | <hr/>      | <b>Differences</b>          | 0.00       |
| <b>Ending G/L Balance</b>   | 922,410.57 | <b>Ending Balance</b>       | 922,410.57 |
| <b>Difference</b>           | 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           |
| 5/12/2021                            | Payment       | DD00287      | Payment of Invoice 013100 | 1,732.86        | 0.00           | 1,732.86        |
| 5/12/2021                            | Payment       | DD00288      | Payment of Invoice 013101 | 67.59           | 0.00           | 67.59           |
| 5/20/2021                            | Payment       | 2750         | DATTILO, NICK             | 350.00          | 0.00           | 350.00          |
| 5/20/2021                            | Payment       | 2752         | PAUL FALDUTO JR.          | 51.29           | 0.00           | 51.29           |
| <b>Total Outstanding Checks.....</b> |               |              |                           | <b>2,255.74</b> |                | <b>2,255.74</b> |

# Heritage Oak Park CDD

## Bank Reconciliation

**Bank Account No.** 0663 Valley Bank GF  
**Statement No.** 05-21  
**Statement Date** 5/31/2021

|                             |           |                             |           |
|-----------------------------|-----------|-----------------------------|-----------|
| <b>G/L Balance (LCY)</b>    | 30,057.18 | <b>Statement Balance</b>    | 30,057.18 |
| <b>G/L Balance</b>          | 30,057.18 | <b>Outstanding Deposits</b> | 0.00      |
| <b>Positive Adjustments</b> | 0.00      |                             |           |
|                             | <hr/>     |                             |           |
| <b>Subtotal</b>             | 30,057.18 | <b>Subtotal</b>             | 30,057.18 |
| <b>Negative Adjustments</b> | 0.00      | <b>Outstanding Checks</b>   | 0.00      |
|                             | <hr/>     | <b>Differences</b>          | 0.00      |
| <b>Ending G/L Balance</b>   | 30,057.18 | <b>Ending Balance</b>       | 30,057.18 |
| <b>Difference</b>           | 0.00      |                             |           |

| Posting Date | Document Type | Document No. | Description | Amount | Cleared Amount | Difference |
|--------------|---------------|--------------|-------------|--------|----------------|------------|
|--------------|---------------|--------------|-------------|--------|----------------|------------|

**HERITAGE OAK PARK**

Community Development District

**Payment Register by Fund  
For the Period from 5/1/21 to 5/31/21  
(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                       | 2734            | 05/05/21 | GREATAMERICA FINANCIAL SVCS   | 29160972            | COPIER LEASE FOR 04/21                            | Office Supplies                  | 551002-57201  | \$104.86    |
| 001                       | 2735            | 05/05/21 | MAINSCAPE                     | 1258059             | QTRLY VFD PUMP MAINT                              | R&M-Pumps                        | 546138-53901  | \$250.00    |
| 001                       | 2736            | 05/06/21 | MAINSCAPE                     | 1258120             | 05/21 IRRIGATION MAINT                            | Contracts-Irrigation             | 534073-53901  | \$3,901.50  |
| 001                       | 2737            | 05/06/21 | PERSSON, COHEN & MOONEY, P.A. | 551                 | LEGAL SERVICE FOR 04/21                           | ProfServ-Legal Services          | 531023-51401  | \$524.00    |
| 001                       | 2738            | 05/06/21 | TODD PROA                     | 000950494           | 05/21 MONTHLY POOL SERVICE                        | Contracts-Pools                  | 534078-57201  | \$900.00    |
| 001                       | 2738            | 05/06/21 | TODD PROA                     | 000950494           | 05/21 MONTHLY POOL SERVICE                        | Pool Perfect                     | 546074-57201  | \$63.04     |
| 001                       | 2739            | 05/06/21 | COMCAST                       | 04262021-4227 ACH   | ACCT# 8535100601234227 03/30/21-05/29/21          | April                            | 549039-57201  | \$324.03    |
| 001                       | 2739            | 05/06/21 | COMCAST                       | 04262021-4227 ACH   | ACCT# 8535100601234227 03/30/21-05/29/21          | May                              | 549039-57201  | \$334.03    |
| 001                       | 2740            | 05/07/21 | LAKE & WETLAND MANAGEMENT     | 009-WC              | 05/21 LAKE MAINT                                  | Contracts-Lake and Wetland       | 534021-53901  | \$510.00    |
| 001                       | 2741            | 05/11/21 | CENTURYLINK                   | 04192021-8717       | 04/19/21-05/18/21 #311078717                      | Communication - Telephone        | 541003-57201  | \$703.39    |
| 001                       | 2742            | 05/11/21 | STAPLES CREDIT PLAN           | 2819848641          | PAPER/CLEANING SUPPLIES/CRAYONS/STAPLES           | Office Supplies                  | 551002-57201  | \$101.79    |
| 001                       | 2742            | 05/11/21 | STAPLES CREDIT PLAN           | 2819848641          | PAPER/CLEANING SUPPLIES/CRAYONS/STAPLES           | Op Supplies - General            | 552001-57201  | \$12.08     |
| 001                       | 2743            | 05/12/21 | SECURITY ALARM CORPORATION    | 235133              | FIRE ALARM MONITORING 05/08/21-08/07/21           | R&M-Clubhouse                    | 546015-57201  | \$84.00     |
| 001                       | 2744            | 05/14/21 | COVERALL OF FT. MYERS         | 1160265262          | CLEANING SERVICE 05/1-05/31/21                    | Contracts-Janitorial Services    | 534026-57201  | \$1,580.00  |
| 001                       | 2745            | 05/14/21 | HOME DEPOT CREDIT SERVICES    | 05052021-6325       | PURCHASES FOR 04/05/21-05/04/21                   | Garage Renovations               | 549900-53901  | \$418.99    |
| 001                       | 2745            | 05/14/21 | HOME DEPOT CREDIT SERVICES    | 05052021-6325       | PURCHASES FOR 04/05/21-05/04/21                   | Garage Renovations               | 549900-53901  | \$65.94     |
| 001                       | 2745            | 05/14/21 | HOME DEPOT CREDIT SERVICES    | 05052021-6325       | PURCHASES FOR 04/05/21-05/04/21                   | Garage Renovations               | 549900-53901  | \$391.45    |
| 001                       | 2745            | 05/14/21 | HOME DEPOT CREDIT SERVICES    | 05052021-6325       | PURCHASES FOR 04/05/21-05/04/21                   | Bleach, Concrete Sand            | 546066-57201  | \$25.13     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Screen Protector for Maint Phone | 549001-57201  | \$5.05      |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Maintenance Golf Cart Repairs    | 549900-53901  | \$909.50    |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Amazon Prime Membership          | 551002-57201  | \$119.79    |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Soap Refills                     | 552001-57201  | \$120.00    |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Cleaning Supplies                | 552001-57201  | \$188.74    |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Plaques (2)                      | 549001-57201  | \$38.80     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Donuts/Coffee for Mtg & Workshop | 549001-57201  | \$28.43     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Distilled Water for Golf Carts   | 549900-53901  | \$10.38     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Gas for 2 Cans                   | 549900-53901  | \$25.54     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | EaseUS Data Recovery Wizard-1yr  | 551002-57201  | \$69.95     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | 3 Umbrella Bases for Pool Deck   | 546066-57201  | \$96.27     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | 9 New Umbrellas for Pool Deck    | 546066-57201  | \$847.44    |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Goo Gone                         | 552001-57201  | \$15.95     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | RMR-86 Mold/Mildew Stain Rmvr    | 552001-57201  | \$28.99     |
| 001                       | 2746            | 05/14/21 | SUNTRUST BANK                 | 05022021-8114       | 05/02/21 STATEMENT PURCHASES                      | Return Supplies                  | 546015-57201  | (\$19.73)   |
| 001                       | 2747            | 05/19/21 | COPIERS PLUS                  | 2021-0371           | MAY21 COPIES                                      | Office Supplies                  | 551002-57201  | \$25.00     |
| 001                       | 2748            | 05/19/21 | RICK WEBBS REFINISHINGS INC   | KPARK-050321        | RPRS AFTER BEING HIT BY RESIDENT-TO BE BB         | Repair Damaged Fascia and Soffit | 546035-52901  | \$2,300.00  |
| 001                       | 2749            | 05/19/21 | TODD PROA                     | 000950514           | MULTIPLE LEAKS REPAIRED                           | Repairs                          | 546074-57201  | \$881.65    |
| 001                       | 2749            | 05/19/21 | TODD PROA                     | 000950612           | LEAK DETECTION & PRESSURE TEST                    | Leak Detection                   | 546074-57201  | \$625.00    |
| 001                       | 2750            | 05/20/21 | DATTILO, NICK                 | 05192021            | ENTERTAINMENT FOR GRAND RE-OPENING PARTY 06/04/21 | Prepaid Items                    | 155000        | \$350.00    |
| 001                       | 2751            | 05/20/21 | INFRAMARK, LLC                | 63626               | 05/21 MANAGEMENT FEES                             | ProfServ-Mgmt Consulting Serv    | 531027-51201  | \$5,462.25  |
| 001                       | 2751            | 05/20/21 | INFRAMARK, LLC                | 63626               | 05/21 MANAGEMENT FEES                             | Contracts-Mgmt Services          | 534001-53901  | \$10,656.00 |
| 001                       | 2751            | 05/20/21 | INFRAMARK, LLC                | 63626               | 05/21 MANAGEMENT FEES                             | Communication/Freight - Gen'l    | 541001-51301  | \$15.30     |
| 001                       | 2751            | 05/20/21 | INFRAMARK, LLC                | 63626               | 05/21 MANAGEMENT FEES                             | Contracts-Mgmt Services          | 534001-57201  | \$871.01    |
| 001                       | 2752            | 05/20/21 | PAUL FALDUTO JR.              | 05192021            | REIMB FOR LUNCH W MAINSCAPE TO GO OVER CONTRACT   | Reimbursement                    | 549001-57201  | \$51.29     |
| 001                       | DD00275         | 05/03/21 | CHARLOTTE COUNTY UTILITIES    | 04122021-101597 ACH | 26307-101597 03/09/21-04/08/21                    | Utility - Water & Sewer          | 543021-53901  | \$1,709.90  |
| 001                       | DD00276         | 05/03/21 | CHARLOTTE COUNTY UTILITIES    | 04122021-080703 ACH | 26307-080703 03/09/21-04/08/21                    | Utility - Water & Sewer          | 543021-53901  | \$67.59     |

**HERITAGE OAK PARK**

Community Development District

**Payment Register by Fund  
For the Period from 5/1/21 to 5/31/21  
(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               | DD00277         | 05/07/21 | FPL                        | 04222021-59344 ACH  | ACCT# 96809-59344 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$57.98            |
| 001               | DD00278         | 05/07/21 | FPL                        | 04222021-32211 ACH  | ACCT# 94620-32211 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$167.40           |
| 001               | DD00279         | 05/07/21 | FPL                        | 04222021-85535 ACH  | ACCT# 92945-85535 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$59.96            |
| 001               | DD00280         | 05/07/21 | FPL                        | 04222021-29333 ACH  | ACCT# 90419-29333 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$109.50           |
| 001               | DD00281         | 05/07/21 | FPL                        | 04222021-74219 ACH  | ACCT# 89079-74219 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$280.63           |
| 001               | DD00282         | 05/07/21 | FPL                        | 04222021-88335 ACH  | ACCT# 87070-88335 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$1,328.93         |
| 001               | DD00283         | 05/07/21 | FPL                        | 04222021-90214 ACH  | ACCT# 65998-90214 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$77.96            |
| 001               | DD00284         | 05/07/21 | FPL                        | 04222021-28333 ACH  | ACCT# 36126-28333 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$612.65           |
| 001               | DD00285         | 05/07/21 | FPL                        | 04222021-93219 ACH  | ACCT# 25921-93219 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$94.83            |
| 001               | DD00286         | 05/07/21 | FPL                        | 04222021-03218ACH   | ACCT# 01784-03218 03/23/21-04/22/21 | Utility - General        | 543001-53901  | \$59.13            |
| 001               | DD00287         | 05/12/21 | CHARLOTTE COUNTY UTILITIES | 05122021-101597 ACH | 26307-101597 04/08/21-05/10/21      | Utility - Water & Sewer  | 543021-53901  | \$1,732.86         |
| 001               | DD00288         | 05/12/21 | CHARLOTTE COUNTY UTILITIES | 05122021-080703 ACH | 26307-080703 04/08/21-05/10/21      | Utility - Water & Sewer  | 543021-53901  | \$67.59            |
| <b>Fund Total</b> |                 |          |                            |                     |                                     |                          |               | <b>\$40,443.74</b> |

|                          |                    |
|--------------------------|--------------------|
| <b>Total Checks Paid</b> | <b>\$40,443.74</b> |
|--------------------------|--------------------|

## **Sixth Order of Business**

**6A.**



Precision Gate & Security, Inc. (Serving Tampa Bay and SW FL).  
 813-404-6278/941-623-4996  
 350 W. Venice. Ave. #153  
 Venice, Florida  
 34285  
 United States

Prepared For  
 Heritage Oak Park  
 19520 Heritage Oak Blvd  
 Port Charlotte, Florida  
 33948  
 United States

Estimate Date  
 05/26/2021

Estimate Number  
 0001117

| Description   | Rate       | Qty                         | Line Total         |
|---|------------|-----------------------------|--------------------|
| Liftmaster CAPXL<br>* Liftmaster CapXL.<br>* Multi tenant access controller.<br>* 10' LED touchscreen.<br>* Cloud based.<br>* Controls up to 4 gates/doors.<br>* Includes power supply.<br>* Requires internet, Cloud service charge from Liftmaster paid by Heritage Oak Park. | \$5,217.00 | 2                           | \$10,434.00        |
| Option 1<br>* Add Large 16"x20" telephone entry hood powder coated black.<br>* This will help shade the screen for better visibility.<br>* Add \$ 608.00 to estimate total.   | \$0.00     | 1                           | \$0.00             |
| Option 2<br>* Precision Gate & Security to build customer database & train on use.<br>* Add \$900.00 to estimate total.   | \$0.00     | 1                           | \$0.00             |
|   |            | Subtotal                    | 10,434.00          |
|   |            | Tax                         | 0.00               |
|   |            | <b>Estimate Total (USD)</b> | <b>\$10,434.00</b> |

Terms



WORK ORDER AGREEMENT/ TERMS AND CONDITIONS Terms and Conditions: COD W/ 50% down balance due upon completion. BY OTHERS: Permits, engineered drawing, opening drawings, concrete pad mounts. All high voltage wiring by others holding an electrical license. All low voltage wiring and trenching not included unless otherwise stated. Purchaser agrees that contracted material provided by Precision Gate & Security, Inc., shall remain in the sellers possession until paid in full. In the event purchaser breaches or defaults contract with Precision Gate & Security, Inc., a 50% restocking fee will be applied. Under the terms and provisions of the agreement, the purchaser shall be responsible for the cost of collection, including reasonable attorneys fees. There shall be a 10% service charge per month for all payments due and owing. Any product that Precision Gate & Security, Inc., work on outside of one year parts and labor warranty is billable. Any part that is replaced outside of warranty carries one year warranty only on part replaced, unit is not covered as a whole therefore any parts replaced are billable along with standard labor and trip charges.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_