

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
JUNE 7, 2018
AGENDA PACKAGE

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

May 31, 2018

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

A continued meeting of the Board of Supervisors of the Heritage Oak Park CDD will be held on Thursday, June 7, 2018 at 10:00 a.m. in the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida. Following is the advanced agenda for the meeting:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Discussion and Review of Fiscal Year 2019 Budget
5. Discussion on Financial Advisor and the Cost to Hire One
6. Consideration of Resolution 2018-03 Approving the Proposed
Budget and Setting the Public Hearing
7. Adjournment

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

Sincerely,

Bob Koncar
District Manager

Fourth Order of Business

HERITAGE OAK PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2019

Version 1 - Proposed Budget
(Printed on 05/07/18 5:30pm)

Prepared by:



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HERITAGE OAK PARK
Community Development District

Operating Budgets
Fiscal Year 2019

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU APR-2018	PROJECTED MAY - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
REVENUES						
Interest - Investments	\$ 5,780	\$ 5,000	\$ 2,861	\$ 1,928	\$ 4,789	\$ 5,000
Interlocal Agreement	3,000	3,000	2,250	750	3,000	3,000
Room Rentals	1,549	500	407	150	557	500
Recreational Activity Fees	39,654	41,500	27,266	13,000	40,266	41,500
Special Assmnts- Tax Collector	681,462	723,875	712,147	11,726	723,873	723,689
Special Assmnts- Discounts	(24,871)	(28,955)	(26,258)	-	(26,258)	(28,948)
Other Miscellaneous Revenues	1,305	600	2,150	250	2,400	600
Gate Bar Code/Remotes	646	1,000	646	249	895	1,000
TOTAL REVENUES	708,525	746,520	721,469	28,053	749,522	746,341
EXPENDITURES						
<i>Administrative</i>						
P/R-Board of Supervisors	14,000	12,000	6,600	5,000	11,600	12,000
FICA Taxes	1,071	918	505	382	887	918
ProfServ-Engineering	160	1,000	-	440	440	5,000
ProfServ-Legal Services	4,568	3,000	2,021	979	3,000	3,000
ProfServ-Mgmt Consulting Serv	58,969	60,738	35,431	25,307	60,738	62,560
ProfServ-Special Assessment	9,873	10,169	10,169	-	10,169	10,474
Auditing Services	5,500	5,750	5,500	-	5,500	5,750
Communication/Freight - Gen'l	763	900	468	375	843	900
Insurance - General Liability	8,750	9,625	10,910	-	10,910	12,001
Legal Advertising	1,804	1,100	448	645	1,093	1,100
Miscellaneous Services	510	1,200	186	499	685	1,200
Misc-Bank Charges	2,116	2,400	1,091	875	1,966	2,400
Misc-Assessmnt Collection Cost	4,692	14,478	13,718	236	13,954	14,474
Office Supplies	577	360	-	150	150	360
Annual District Filing Fee	175	175	175	-	175	175
Total Administrative	113,528	123,813	87,222	34,887	122,109	132,312
<i>Other Public Safety</i>						
Contracts-Mgmt Services	7,500	7,725	4,506	3,219	7,725	7,957
R&M-Gate	4,384	3,000	1,992	1,000	2,992	3,000
R&M-Gatehouse	-	1,200	202	500	702	1,200
R&M-Security Cameras	535	2,000	100	500	600	2,000
Total Other Public Safety	12,419	13,925	6,800	5,219	12,019	14,157

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU APR-2018	PROJECTED MAY - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
Field						
Contracts-Mgmt Services	107,514	110,739	64,598	46,141	110,739	114,061
Contracts-Lake and Wetland	6,120	6,120	3,570	2,550	6,120	6,120
Contracts-Landscape	79,628	82,016	48,997	34,999	83,996	86,515
Utility - General	34,598	37,200	21,270	15,500	36,770	37,200
Utility - Water & Sewer	11,995	12,000	3,800	4,350	8,150	12,000
Insurance - General Liability	29,101	32,011	26,941	-	26,941	29,635
R&M-Drainage	13,100	10,000	14,667	-	14,667	10,000
R&M-Entry Feature / Wall	2,768	7,000	120	3,500	3,620	5,000
R&M-Lake	1,114	2,100	916	875	1,791	2,100
R&M-Plant Replacement	2,034	3,500	1,951	1,549	3,500	3,500
R&M-Trees and Trimming	7,921	6,000	1,750	4,250	6,000	6,000
R&M - Wall	850	-	-	-	-	-
Misc-Special Projects	9,669	10,930	8,430	2,500	10,930	10,930
Misc-Hurricane Expense	32,476	-	58,424	-	58,424	5,000
Misc-Contingency	2,152	5,000	3,450	1,550	5,000	5,000
Total Field	341,040	324,616	258,884	117,764	376,648	333,061
Road and Street Facilities						
R&M-Parking Lots	-	250	90	160	250	500
R&M-Roads & Alleyways	10,854	7,000	3,133	3,867	7,000	5,000
R&M-Sidewalks	1,743	3,960	-	3,960	3,960	4,000
R&M-Streetlights	19,025	9,500	3,927	5,573	9,500	7,000
Misc-Contingency	-	3,000	-	3,000	3,000	3,000
Capital Outlay - Sidewalk Impr	-	10,000	9,845	155	10,000	10,000
Capital Outlay - Streetlight Impr	-	15,200	-	15,200	15,200	15,200
Reserve - Roads & Streetlights	26,709	5,369	-	-	-	5,369
Total Road and Street Facilities	58,331	54,279	16,995	31,915	48,910	50,069

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU APR-2018	PROJECTED MAY - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
<i>Parks and Recreation - General</i>						
Contracts-Mgmt Services	34,252	59,307	34,596	24,711	59,307	61,086
Contracts-Janitorial Services	14,695	16,560	10,223	6,900	17,123	16,560
Contracts-Pools	10,800	10,800	6,300	4,500	10,800	10,800
Contracts-Pest Control	1,048	1,100	1,048	-	1,048	1,100
Communication - Telephone	6,960	7,320	4,232	3,100	7,332	7,320
R&M-Clubhouse	60,633	18,000	16,568	7,500	24,068	18,000
R&M-Parks	10,997	6,600	8,799	2,750	11,549	6,600
R&M-Pools	4,270	6,000	1,128	2,500	3,628	6,000
R&M - Tennis Courts	-	20,000	5,643	12,000	17,643	5,000
Miscellaneous Services	2,238	2,400	1,871	1,000	2,871	2,400
Misc-Holiday Décor	812	500	469	-	469	500
Misc-Cable TV Expenses	881	940	573	409	982	1,016
Office Supplies	2,776	2,160	2,143	900	3,043	2,160
OpSupplies - General	2,525	2,700	1,019	1,125	2,144	2,700
Cap Outlay - Equipment	6,408	5,000	23,422	-	23,422	5,000
Cap Outlay-Clubhouse	-	21,500	39,914	-	39,914	21,500
Reserve - Roof	-	5,000	-	-	-	5,000
Reserve - Swimming Pools	-	2,500	-	-	-	2,500
Total Parks and Recreation - General	159,295	188,387	157,948	67,395	225,343	175,242
<i>Special Recreation Facilities</i>						
Miscellaneous Services	5,229	4,500	1,578	1,500	3,078	4,500
Misc-Event Expense	9,877	12,000	21,167	10,000	31,167	12,000
Misc-Social Committee	20,304	24,000	12,004	10,000	22,004	24,000
Misc-Trips and Tours	-	500	-	400	400	500
Office Supplies	618	500	662	209	871	500
Total Special Recreation Facilities	36,028	41,500	35,411	22,109	57,520	41,500
TOTAL EXPENDITURES	720,641	746,520	563,260	279,289	842,550	746,341
Excess (deficiency) of revenues						
Over (under) expenditures	(12,116)	-	158,209	(251,236)	(93,028)	-
OTHER FINANCING SOURCES (USES)						
Operating Transfers-Out	(50,000)	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	(50,000)	-	-	-	-	-
Net change in fund balance	(62,116)	-	158,209	(251,236)	(93,028)	-
FUND BALANCE, BEGINNING	782,738	720,622	720,622	-	720,622	627,594
FUND BALANCE, ENDING	\$ 720,622	\$ 720,622	\$ 878,831	\$ (251,236)	\$ 627,594	\$ 627,594

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2019	\$ 627,594
Net Change in Fund Balance - Fiscal Year 2019	-
Reserves - Fiscal Year 2019 Additions	12,869
Total Funds Available (Estimated) - 9/30/2019	640,463

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,175
Subtotal	<u>8,175</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	165,329	(1)
Reserve - Recreation Facilities - Prior Years	9,191	(2)
Reserve - Roads & Streetlights - Prior Years	333,055	(2)
Reserve - Roads & Streetlights - FY 2018	5,369	(3)
Reserve - Roads & Streetlights - Current Budget Year	5,369	343,793 (4)
Reserve - Arbor - FY 2018	2,500	(3)
Reserve - Roof - Prior Years	75,000	(2)
Reserve - Roof - FY 2018	5,000	(3)
Reserve - Roof - Current Budget Year	5,000	85,000 (4)
Reserve - Swimming Pools - Prior Years	21,475	(2)
Reserve - Swimming Pools - FY 2018	2,500	(3)
Reserve - Swimming Pools - Current Budget Year	2,500	26,475 (4)
Subtotal	<u>632,288</u>	

Total Allocation of Available Funds	640,463
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Total Unassigned (undesignated) Cash	<u><u>\$ -</u></u>
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Notes

- (1) Should represent approximately 3 months of operating expenditures, but is reduced by (\$18,039) to keep total Unassigned(undesignated) Cash from being negative
- (2) Represents Reserves from Prior Years thru FY 2017
- (3) Represents Reserves for FY 2018
- (4) Represents Reserves for Current Budget Year FY 2019

Budget Narrative
Fiscal Year 2019

REVENUES

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.

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.

Budget Narrative
Fiscal Year 2019

EXPENDITURES

Administrative (continued)

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.

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.

Budget Narrative
Fiscal Year 2019

EXPENDITURES

Administrative (continued)

Annual District Filing Fee

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

Other Public Safety

Contracts – Management Services

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

R&M - Gate

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

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.

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.

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.

Budget Narrative
Fiscal Year 2019

EXPENDITURES

Field (continued)

R&M – Entry Feature

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

R&M - Lake

This includes any 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.

Miscellaneous – Special Projects

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

Miscellaneous - Contingency

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

Capital Outlay – Streetlight Improvement

This is for the eight 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.

Budget Narrative
Fiscal Year 2019

EXPENDITURES

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.

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 - Cable TV Expenses

This includes the cable TV expenses in the recreational center.

Miscellaneous – Holiday Decorations

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

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 treadmills and exercise equipment that needs to be replaced.

Budget Narrative
Fiscal Year 2019

EXPENDITURES

Parks and Recreation – General (continued)

Capital Outlay – Clubhouse

This is for the capital items for the clubhouse that needed to be replaced which include the kitchen (\$7,500), sports bar window replacement (\$5,000), toilets (\$4,000) and proximity cards (\$5,000).

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 may need upgrading.

Special Recreation Facilities

Miscellaneous Services

This includes bank charges and miscellaneous expenditures for the Activities Dept plus any expense for gifts and donations.

Miscellaneous – Event Expense

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

Miscellaneous – Social Committee

These are the food and drink expenditures for the events requiring food which include the poolside lunch and the Monday 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.

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU APR-2018	PROJECTED MAY - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
REVENUES						
Interest - Investments	\$ 22	\$ 24	\$ 13	\$ 10	\$ 23	\$ 24
Special Assmnts- Tax Collector	92,973	84,719	83,347	1,372	84,719	96,490
Special Assmnts- Discounts	(3,395)	(3,389)	(3,073)	-	(3,073)	(3,860)
Other Miscellaneous Revenues	-	3,500	-	1,250	1,250	3,500
TOTAL REVENUES	89,600	84,854	80,287	2,632	82,919	96,154
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	640	1,694	1,605	27	1,632	1,930
Total Administrative	640	1,694	1,605	27	1,632	1,930
<i>Field</i>						
Contracts-Irrigation	45,000	45,000	27,433	19,595	47,028	47,064
R&M-Irrigation	67,782	36,000	52,733	15,000	67,733	45,000
R&M-Pumps	19,481	2,160	6,530	1,080	7,610	2,160
Capital Outlay	31,893	-	-	-	-	-
Total Field	164,156	83,160	86,696	35,675	122,371	94,224
TOTAL EXPENDITURES	164,796	84,854	88,301	35,702	124,003	96,154
Excess (deficiency) of revenues						
Over (under) expenditures	(75,196)	-	(8,014)	(33,070)	(41,084)	-
OTHER FINANCING SOURCES (USES)						
Interfund Transfer - In	50,000	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	50,000	-	-	-	-	-
Net change in fund balance	(25,196)	-	(8,014)	(33,070)	(41,084)	-
FUND BALANCE, BEGINNING	3,022	(22,174)	(22,174)	-	(22,174)	(63,258)
FUND BALANCE, ENDING	\$ (22,174)	\$ (22,174)	\$ (30,188)	\$ (33,070)	\$ (63,258)	\$ (63,258)

Exhibit "B"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2019	\$ 9,443
Net Change in Fund Balance - Fiscal Year 2019	-
Reserves - Fiscal Year 2019 Additions	-
Total Funds Available (Estimated) - 9/30/2019	9,443

ALLOCATION OF AVAILABLE FUNDS

<i>Assigned Fund Balance</i>	
Operating Reserve - First Quarter Operating Capital	9,443 ⁽¹⁾
Subtotal	9,443
Total Allocation of Available Funds	9,443
Total Unassigned (undesignated) Cash	\$ -

Notes

- (1) Should represent approximately 3 months of operating expenditures, but is reduced by (\$14,596) to keep total Unassigned(undesignated) Cash from being negative

Budget Narrative
Fiscal Year 2019

REVENUES

Interest-Investments

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

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

This is for the revenue collected for irrigation reimbursement.

EXPENDITURES

Administrative

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.

Field

Contracts - Irrigation

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

R&M - Irrigation

This includes any repairs and maintenance to the irrigation system.

R&M - Pumps

This is for quarterly pump maintenance contract.

Capital Outlay

This is for the new 30HP 230 volt 3 phase submersible pump.

HERITAGE OAK PARK
Community Development District

Debt Service Budget
Fiscal Year 2019

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2019 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	ACTUAL THRU APR-2018	PROJECTED MAY - SEP-2018	TOTAL PROJECTED FY 2018	ANNUAL BUDGET FY 2019
REVENUES						
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	214,897	214,897	211,416	3,481	214,897	214,897
Special Assmnts- Discounts	(7,836)	(8,596)	(7,799)	-	(7,799)	(8,596)
TOTAL REVENUES	207,061	206,301	203,617	3,481	207,098	206,301
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	1,480	4,298	4,063	70	4,133	4,298
Total Administrative	1,480	4,298	4,063	70	4,133	4,298
<i>Debt Service</i>						
Principal Debt Retirement	172,192	179,804	179,804	-	179,804	187,752
Interest Expense	32,505	24,913	26,699	-	26,699	16,965
Total Debt Service	204,697	204,717	206,503	-	206,503	204,717
TOTAL EXPENDITURES	206,177	209,015	210,566	70	210,636	209,015
Excess (deficiency) of revenues Over (under) expenditures	884	(2,714)	(6,949)	3,412	(3,537)	(2,714)
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance	-	(2,714)	-	-	-	(2,714)
TOTAL OTHER SOURCES (USES)	-	(2,714)	-	-	-	(2,714)
Net change in fund balance	884	(2,714)	(6,949)	3,412	(3,537)	(2,714)
FUND BALANCE, BEGINNING	51,487	52,371	52,371	-	52,371	48,834
FUND BALANCE, ENDING	\$ 52,371	\$ 49,657	\$ 45,422	\$ 3,412	\$ 48,834	\$ 46,120

SunTrust Loan

Compound Period	Exact Days
Nominal Annual Rate	4.36 %
Effective Annual Rate	Undefined %
Periodic Rate	0.0121 %
Daily Rate	0.01211 %

AMORTIZATION SCHEDULE - US Rule 360 Day Year

Date	Payment	Interest	Principal	Balance
11/01/2018	8,552	8,552	-	383,780
05/01/2019	196,165	8,413	187,752	196,028
11/01/2019	4,368	4,368	-	196,028
05/01/2020	200,349	4,321	196,028	-
	409,434	25,654	383,780	

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedule
Fiscal Year 2019

**Comparison of Assessment Rates
Fiscal Year 2019 vs. Fiscal Year 2018**

Product	General Fund			Irrigation Fund			Debt Service 2008			Total Assessments per Unit			Units
	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	FY 2019	FY 2018	Percent Change	
SF	\$1,044.28	\$1,044.55	0.0%	\$139.24	\$122.25	13.9%	\$355.65	\$355.65	0.0%	\$1,539.17	\$1,522.45	1.1%	39
MF	\$1,044.28	\$1,044.55	0.0%	\$139.24	\$122.25	13.9%	\$309.96	\$309.96	0.0%	\$1,493.48	\$1,476.76	1.1%	654
													693

Sixth Order of Business

RESOLUTION 2018-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE HERITAGE OAK PARK COMMUNITY
DEVELOPMENT DISTRICT APPROVING THE BUDGET
FOR FISCAL YEAR 2019 AND SETTING A PUBLIC
HEARING THEREON PURSUANT TO FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2019; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to set the required public hearing thereon;

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

1. The budget proposed by the District Manager for Fiscal Year 2019 is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: August 16, 2018
Hour: 10:00 a.m.
Place: Heritage Oak Park Lodge
19520 Heritage Oak Boulevard
Port Charlotte, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

Adopted this 7th day of June, 2018.

Brian Bitgood
Chairman

Robert Koncar
Secretary