

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

The workshop and regular meetings of the Board of Supervisors of the Heritage Oak Park Community Development District were held on Thursday, May 19, 2022 at 9:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

| | |
|---------------------|-----------------------------------|
| Paul Falduto, Jr. | Chairperson |
| Edward Carey | Vice Chairperson |
| Steve Horsman | Assistant Secretary |
| Kent Weeks | Assistant Secretary |
| Brian Bitgood | Assistant Secretary |
| | |
| Bob Koncar (remote) | District Manager, Inframark |
| Michelle Egan | Project Manager, Inframark |
| Jackie Wells | Activities Coordinator, Inframark |
| Terri Lusk (remote) | Inframark, Accountant |

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

Workshop Meeting

- Discussion of Fiscal Year 2023 Operations and Maintenance Budget
- Fiscal Year 2023 Proposed Budget
 - HOP FY2023 Proposed Budget v3a.
 - HOP FY2023 Proposed Budget v3b.
 - HOP FY 2023 Proposed Budget v3c.

The Board reviewed the three versions of the budget. It was noted we are looking at a fee increase for next year.

A summary of the differences in each version of the budget was provided to the Board. An adjustment for the proposed budget version 3C was discussed. There was an adjustment made to the capital projects funds available, increasing it to \$111,096.

There was a consensus from the Board that budget version 3C should be the one considered during the regular Board meeting.

Regular Meeting (10:02 a.m.)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

- Mr. Falduto called the meeting to order, Mr. Koncar called the roll, and all Supervisors were present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- o The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no comments.

FOURTH ORDER OF BUSINESS

Comments from the Chairman

Mr. Falduto noted we had a budget workshop today and we will be discussing the results at today’s regular meeting.

He noted the main line is progressing well and encouraged everyone to be careful in the Park making sure you walk the right way on the roads and follow the rules for the gates.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the April 21, 2022 Meeting**
- B. Financial Statements and Check Register for April 30, 2022**

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

SIXTH ORDER OF BUSINESS

New Business

A. Roads

The Board discussed the roads in the Park, they are in good condition, however we need to do an overlay on the roads in order to preserve them and extend their life.

Board members were provided quotes for repairs of a damaged section near the entrance of the Park which was \$8,250 and a quote for \$366,533 to do a one-inch overlay over the whole Park, with the exception of the one additional road near the condos. The whole project would be somewhere around \$426,000 to give us another 30 years on the roads.

Mr. Falduto’s recommendation is to do the repairs for a total of \$8,250 and deal with the roadways in the Park over the next three years.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor repair of the damaged area at the entrance to Peachland Boulevard at a cost of \$8,250 was approved. 5/0

Proposal #2

Mr. Horsman MOVED seconded by Mr. Bitgood to authorize up to \$150,000 for a one-inch overlay on one-third of the Park’s roads in the next year and coordinate with the District Engineer on all road work.

Discussion ensued.

On Voice Vote with Mr. Horsman, Mr. Bitgood, Mr. Weeks and Mr. Falduto voting AYE and Mr. Carey voting Nay, the motion to authorize up to \$150,000 for overlaying one-third of the Park’s roads in the next year and coordinate with the District Engineer on all road work was approved. 4/1

B. Parking Lot Lights

Ms. Egan noted there were two proposals in today’s agenda package for the parking lot lights.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the proposal to replace the parking lot light heads with extensions for a total cost of not to exceed \$8,000 was approved. 5-0

SEVENTH ORDER OF BUSINESS

Old Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Attorney

B. District Engineer

C. Manager

i. Consideration of Acceptance of the Fiscal Year 2021 Audit Report

Mr. Koncar reported the opinion of the auditors after they reviewed the District’s financials was the audit was a clean audit.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the fiscal year 2021 audit report was accepted. 5-0

ii. Presentation of the Fiscal Year 2022/2023 Proposed Budget
a. Consideration of Resolution 2022-02 Approving the Fiscal Year 2022/2023 Proposed Budget and Setting the Public Hearing

Mr. Koncar noted during the workshop meeting we presented three different versions of the budget to the Board for their consideration. The consensus from the Board was they want to look at a potential increase of \$50 per year, per resident that would produce \$34,650 in additional revenue for the District. That would make \$111,096 available for new projects and a \$50,000 unassigned fund balance.

The tentative budget should be approved today. This means the Board would set the highest level of assessment that they will consider for the final budget, which will be adopted in 60 days. If the Board approves an increase, a letter will be sent out to all residents informing them of the date, time, and location of the public hearing for consideration of the final adoption and how the proposed tentative budget with the increase would impact the residents. We can also explain in the letter what the increase is for and why the Board is considering an increase. After today’s approval, we cannot increase whatever level is set today, but we can reduce them. The line items can also be changed around after today’s meeting.

On MOTION by Mr. Carey seconded by Mr. Bitgood with all in favor the proposed tentative fiscal year 2022/2023 budget with a maximum fee increase of \$50 per door (as indicated in proposed budget version 3C of the workshop agenda) was approved, and Resolution 2022-02 approving the proposed budget and setting a public hearing on the adoption of the budget was adopted. 5-0

iii. Report on the Number of Registered Voters in the District

The number of registered voters in the Park as of April 15, 2022 is 804, this is for informational purposes only and no action is required.

NINTH ORDER OF BUSINESS

**On-Site Administration Report
Project Updates**

Ms. Egan commented on the following:

- The awning is up and cleaning it will be done.
- Pool furniture was ordered with the colors that were suggested.

- The pool lift, papers were submitted and received, waiting to be stamped at the county.
- The new gate system is great.
- Irrigation, we are making sure things work and are on the programming.
- Working with the county on the front entrance.

Mr. Horsman inquired about as-built drawings.

Comments from Ms. Wells were inaudible.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Bitgood inquired about the status of the drainage cleanouts. Ms. Egan responded she has requested the dates from the vendor.

Mr. Falduto noted the sidewalk project with the enhanced crosswalks at both locations is still moving forward.

ELEVENTH ORDER OF BUSINESS

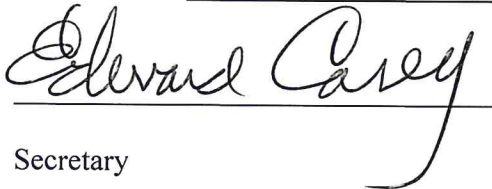
Audience Comments

The audience comments were inaudible.

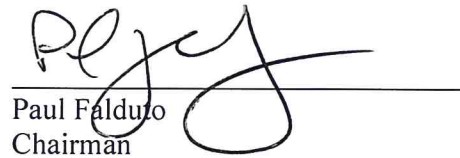
TWELFTH ORDER OF BUSINESS

Adjournment

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



Secretary



Paul Falduto
Chairman