

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

The regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, December 14, 2017 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Brian Bitgood	Chairperson
Paul Falduto, Jr.	Vice Chairperson
Olin Earl Bell	Assistant Secretary
Donald Oppenheim	Assistant Secretary
Edward Carey	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Kelly Columbus	Activities Director
Residents	

The following is a summary of the minutes and actions taken at the December 14, 2017 meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Bitgood called the meeting to order and Mr. Koncar called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- o Ms. Sharon Rask commented on speed bumps at Quesada Entrance.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the November 16, 2017 Meeting**
 - B. Activities Director Report**
- Mr. Bitgood asked to add 4B, Activities Director Report, to the agenda.

On MOTION by Mr. Falduto seconded by Mr. Carey with all in favor the Consent Agenda was approved as amended.
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- Ms. Columbus noted she loves working at the Park and complimented each Supervisor individually as well as Ms. Egan and Mr. Koncar. She thanked the residents and volunteers of Heritage Oak Park.
- She described events that took place and upcoming events.
- She noted the flu vaccinations were given to 17 residents in October.
- At the Halloween Party there were 83 residents in attendance. Mr. Falduto was the DJ.
- Thanksgiving was a huge success. There were 170 residents in attendance.
- For Veterans Day Celebration, there were over 100 veterans in attendance. A special cake with the veterans' pictures from when they were in the service was on the cake.
- The Pot Luck Dinner was a success.
- There will be a New Year's Eve Party.
- Mr. Bitgood, on behalf of the Board and residents, thanked Ms. Columbus.

FIFTH ORDER OF BUSINESS

Field Management Report

A. Erosion on the Walkway

- Ms. Egan commented on multiple locations around the lake where erosion has washed out the sub base of the concrete sidewalks.
- She will be getting proposals.
- Mr. Bitgood noted Water's Edge Condominiums are donating a parking spot so we can dump rock over there.
- Ms. Egan noted the emergency lights that were not working have all been replaced.

B. Outside Box at the Exercise Room at the Pool

- Ms. Egan updated the Board on the outside box at the exercise room at the pool. The box will be replaced.

C. Pool Entrance Doors near the Restrooms

- Ms. Egan noted pool entrance doors near the restrooms had to be special ordered.
- Mr. Koncar noted Shoreline Erosion on page 2, once a District Engineer is on board, will need to look at.
- Also, he noted on page 4, where the courtyard pavilion structural supports are showing signs of cracking. Is that surface cracking or if it is actually structural that will need to be addressed.

- o Another issue that needs looking into with the new District Engineer are lake weirs.

SIXTH ORDER OF BUSINESS

Old Business

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS

New Business

A. Removal of Speed Bumps at Quesada Entrance

- o Mr. Falduto noted as everyone knows when they come through the Quesada Entrance, one of the speed bumps is in disrepair. Prior to spending any money on repairing those speed bumps, he wanted to make sure the Board still wanted to do that.
- o He noted many people do not even care about speed bumps. He wanted to know whether the community and the Board want to continue to spend money to repair them or felt now would be an opportunity to remove the speed bumps and save the money and go without them.

Mr. Falduto MOVED to remove the speed bumps at the Quesada Entrance and Mr. Carey seconded the motion.

- o The Board continued the discussion on removing the speed bumps at the Quesada Entrance.
- o Mr. Oppenheim noted there are a lot of people who do not care for speed bumps, however, not having them can be dangerous for those walking down that curb. He is in favor of repairing the speed bumps and keeping them there.
- o Mr. Carey noted if we keep them we need to keep them in proper repair.
- o Mr. Bell noted there are problems with vendors who may not stop.
- o Mr. Falduto noted before we spend the money, let us make sure that is what the Park wants, it is apparent to me that is what the Park wants, so I have no problem keeping them.

On VOICE vote with Mr. Oppenheim, Mr. Bell, Mr. Falduto, Mr. Carey and Mr. Bitgood voting nay, the prior motion was not approved.

- o Mr. Bitgood requested Ms. Egan get the speed bump installed at Quesada Entrance as quickly as possible.

B. Patio Covering

- o Mr. Bitgood noted Mr. Oppenheim earlier this year requested to take a look at the patio where the concrete is. Ms. Columbus may have come up with a solution.

- Ms. Columbus spoke about sun sails noting the poles are stationary. The sun sails are very expensive to replace and have a limit of one year. She believes they will last longer than one year. She described them.
- Mr. Bitgood noted the total price for the material is \$160, which is very reasonable. He felt from December 1st through May 31st they can be put up.

Mr. Oppenheim MOVED to purchase the patio shades as described above and Mr. Falduto seconded the motion.

- Mr. Bell noted the cost projected is just for the shades. What is the installation cost?
- Mr. Bitgood noted installation cost is minimal and our own technician can do that.
- Mr. Oppenheim noted it has always bothered him that they have a nice patio with very little use. In other communities, there are tiki huts, dinners and other functions. He noted on a very hot day, the shade will be helpful and it will give us an expansion of use of that area.

On VOICE vote with all in favor the prior motion was approved.

C. Street Lights

- Mr. Bitgood noted back in 2013 Jewitt Engineering did a study on the street lights, which was included in the agenda package.
- There are spots on Red Oak in Villa 2 and on Red Oak Villa 3 that are really dark. He would like to get at least two street lights installed this year in those spots.
- There is money in the budget for this.

Mr. Falduto MOVED to install up to four street lights that was budgeted in the 2017-2018 budget and Mr. Oppenheim seconded the motion.

- The study that was completed is still valid because even though we already installed some street lights, there are still many others that we need to install. After we discuss the engineering services, Mr. Bitgood wants the District Engineer to take a walk through.

On VOICE vote with Mr. Falduto, Mr. Oppenheim, Mr. Carey and Mr. Bitgood voting aye and Mr. Bell voting nay, the prior motion was approved.

- Mr. Bell asked at this time do we know where these four lights are going to be installed?
- Mr. Bitgood noted when we get a new District Engineer, he will consult with them and get a better idea of exactly where they should be.

D. Results of Engineering Services Advertisement

- Mr. Koncar noted as the Board knows we have been looking to fill the District Engineering position. We have had some issues getting qualified candidates.
- We were able to get one from CPH Engineering. He has worked with CPH on other districts and they are highly qualified.
- Since there is only one response to the SOQ received, we do not have to worry about going through the ranking process. He recommends the Board move forward and authorize the Chairman to execute a contract with them subject to legal signoff.

On MOTION by Mr. Bell seconded by Mr. Carey with all in favor CPH Engineering was approved as the District Engineer and the Chairman was authorized to execute a contract subject to legal counsel review.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

There being no report the next item followed.

C. Manager

- Mr. Koncar noted he has some follow up items he is working on.
- One of those items was the contract with Waters' Edge Condos. He spoke to the District Attorney about that yesterday. It has been straightened out.
- The other item was the letter to the County on the cleanup around the lift station.

- Those two items are being taken care of.

NINTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

- Ms. Egan updated the Board on various projects.
- The floors in the library are being completed. When that is completed, they will do the floors in the office after the New Year and then the Sports Bar will be completed.
- She discussed the treadmills. Last year, it was budgeted to have them installed. She contacted three companies about buying or leasing them. When she gets all the information, she will follow up with the Board.
- She discussed tennis courts. She would like them to be resurfaced. She contacted several companies about this, with no response from any of them.
- She talked about rocking chairs. An option is sanding them. She will again follow up and inform the Board.
- Mr. Bitgood noted pool pavers will be installed the first week of January.
- Ms. Egan heard from some residents that the pool is closing down for Christmas and New Year. She noted the pool is not closing down until after the first week of January. A blast email will be sent when the pool will be closed.

TENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Bell asked to make a motion that the Board sanction the Christmas awards to the three employees and be equally distributed.

On MOTION by Mr. Bell seconded by Mr. Carey with all in favor Christmas awards to the three employees will be equally distributed was approved.

- Mr. Carey noted there are signs on the roadways have green slime. Mr. Bitgood noted this will be followed up on.
- Mr. Bell asked Mr. Koncar whether the district management company still offers the service of a part-time maintenance person. Maybe that can be scheduled.
- Mr. Bitgood noted due to Hurricane Irma, maintenance work has backed up at least four weeks.

- Mr. Falduto noted a lot of work has been done in the Park, new employees have been hired, the damage after the hurricane had to be handled and infrastructure issues have arisen. He wished everybody Happy Chanukah, Merry Christmas and Happy New Year.
- Mr. Bitgood spoke about upcoming projects, irrigation being one. He also wished everyone Happy Holidays.

ELEVENTH ORDER OF BUSINESS


Audience Comments

- Ms. Nancy Cassidy commented on ways to help in the community from donations.
- Mr. Bitgood asked that the issue with the 50-50 percent donation go on the next agenda.
- Mr. John Sanders commented on the speed bumps.


TWELFTH ORDER OF BUSINESS

Adjournment

- Mr. Bitgood reminded everyone the next Board meeting is January 18, 2018.
- The meeting was adjourned.



Robert Koncar
Secretary



Brian Bitgood
Chairman