

**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, October 18, 2018 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 October 18, 2018 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**

- Ms. Neva Burton commented the pool lift is being played with as a toy for teenagers and people in their early 20's or 30's who do not even live in the Park, but may be visiting family or come into the Park after hours. What would happen if someone playing on that pool lift gets hurt and we are sued because they have a life-long injury. She felt the CDD Board should not put the residents in that kind of situation.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the September 20, 2018 Meeting**
- B. Financial Statements and Check Register**
- o Mr. Oppenheim asked to add Workshops under New Business, 6C.

Mr. Oppenheim MOVED to approve the consent agenda with the addition of Item 6C, Discussion on Workshops under New Business and Mr. Falduto seconded the motion.

- o This was discussed.

On VOICE vote with all in favor, the Consent Agenda was approved with the addition of Item 6C.

**FIFTH ORDER OF BUSINESS**

**Old Business**

**A. Fitness Key Review**

- o Ms. Egan noted the Fitness Key conversion has been going on for the past few weeks and described the process.
- o Starting next Monday, we will go back to having the room locked all day long.
- o The only way to access it would be with your card.

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Painting of Street Numbers and Lines**

- o Ms. Egan noted previously we had the technician paint the black box with the street numbers.
- o Between wear and tear, and doing road work, some of them are gone.
- o Two road contractors recommended having a company who do road striping to come. They would do the black box, street numbers and reflective beads.

Mr. Falduto MOVED to approve the quote received from Charly's Asphalt Maintenance for the restriping at a cost of \$5,815 including street numbers, center lines and stop bars throughout the entire Park and Mr. Oppenheim seconded the motion.

- o Discussion ensued.

On VOICE vote with all in favor the prior motion passed.

**B. Pool Lift**

- o Mr. Falduto thought it is time for the Board to look at this issue seriously.

Mr. Falduto MOVED to have Ms. Egan obtain two quotes for installation of pool lifts and bring the quotes back to the next Board meeting and Mr. Carey seconded the motion.

- All the residents should be able to use the pool and all the facilities of the Park.

On VOICE vote with all in favor the prior motion passed.

**C. Discussion about Workshops**

- Mr. Oppenheim noted during the Meet the Candidates on Monday, it was suggested having an open workshop the week prior to the regular Board meeting in order to discuss items.
- The Supervisors discussed the pros and cons of having 24 meetings per year.
- The workshops would have to be advertised and minutes from workshops would have to be transcribed.
- Mr. Bell noted an agenda would have to be prepared for each workshop. No motions can be made at a workshop. The agenda would be made available to the general public for the workshop three days before the event takes place.
- Mr. Falduto noted regarding extra compensation, the Board voted two or three months ago that we would only be compensated for regular Board meetings and no other meetings.

Mr. Oppenheim MOVED to hold a workshop at 9:00 a.m. on the day of the regular Board meeting and minutes of the workshop will be transcribed and Mr. Falduto seconded the motion.

- Mr. Bell felt one hour for a workshop before the regular Board meeting may not be enough time to have full discussions.

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

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**Activities Director:**

- Ms. Columbus updated the Board on the following items:
  - They received their portable stage.

- Some plans for the season include:
  - Roaring Twenties Party: October 31, 2018
  - Thanksgiving Dinner: November 22, 2018
  - Christmas Party: December 14, 2018
  - New Year's: December 31, 2018
  - Vendor's Day: January 8, 2019
  - Canada Night: February 1, 2019
  - Fashion Show: February 7, 2019
  - Women's Spa: February 24, 2019
  - Heritage Oak Series: only 12 seats left for the whole series.
  - Sports Dance: January 9, 2019
  - Valentine's Day: February 12, 2019
  - Luau near the pool: March 8, 2019
  - St. Patrick's Day: March 17, 2019
- Other activities are being planned.

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

There being no report, the next item followed.

**C. Manager**

**i. Motion to Assign Reserves FY 2018**

- The Board assigns the FY 2018 Reserves as follows:
  - Operating Reserves \$\$127,293
  - Reserves - Arbor \$2,500
  - Reserves - Recreation Facilities \$7,088
  - Reserves - Roads and Streetlights \$279,994
  - Reserves - Roof \$80,000
  - Reserves-Swimming Pool \$23,975

On MOTION by Mr. Oppenheim seconded by Mr. Falduto with all in favor the Board approved assigning the Fiscal Year 2018 Reserves as described above.
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**D. Field Manager's Report**

The Field Manager's Report is included in the agenda package.

**EIGHTH ORDER OF BUSINESS**

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

- Ms. Egan noted the tennis court lights were replaced.
- She is obtaining bids for roof cleaning, from Crown, A1 Pressure Washing and Hoover.
- She is obtaining bids to wash the sidewalks around the complex, the guardhouse and other areas.
- The plumber is arriving Tuesday.
- Street light poles were discussed. The Board felt this is a good item to place on the Workshop Agenda in November.
- Mr. Bitgood noted they are working on concrete edging for the roads. He noted they looked at the walkway around the lake, which needs concrete repair.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

- Mr. Oppenheim wanted to know the status of the ADA compliance on the website.
- Mr. Koncar noted we will bring information on ADA compliance to the November meeting.
- Mr. Bell asked to see a copy of the Artistree contract and annuals.
- He commented on the furniture he would like to see brought back into the room. It has been sitting outside for over a year. He noted he was told it is a safety hazard.
- He commented on a survey conducted by this Board on the support and operation of the management company. Since 2015, the survey has not been performed. He would like to see that re-installed and done as soon as possible.
- Mr. Falduto informed everyone that Mr. Ron Phoenix passed away this week. He was part of the Neighborhood Watch Committee.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

- Ms. Kay Russo commented on the importance of the pool lift.
- Ms. Nancy Cassidy commented on the pool lift and maintenance.
- Ms. Deborah Cameron commented on lift maintenance.
- Ms. Neva Burton commented on pressure washing around the lake. She also commented there should be more information on agenda items.


October 18, 2018

Heritage Oak Park CDD

**ELEVENTH ORDER OF BUSINESS**


**Adjournment**

There being no further business, the meeting was adjourned.



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Secretary



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Brian Bitgood  
Chairman