

**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, September 16, 2021 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.  
Edward Carey  
Steve Horsman  
Brian Bitgood  
Kent Weeks

Chairperson  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Bob Koncar  
Michelle Egan  
Jackie Wells

District Manager, Inframark  
Project Manager, Inframark  
Activities Coordinator, Inframark

*The following is a summary of the minutes and actions taken at the September 16, 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 Mr. Koncar called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

- The Pledge of Allegiance was recited.
- Mr. Falduto asked for a motion to amend the agenda under New Business.

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor the addition of the Chairman obtaining insurance for the District was added under New Business of the Agenda. 5-0
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**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 stated it is busy in the Park and caution driving is warranted.
- Mr. Falduto stated he and Ms. Eagan will be looking into a Gator vehicle.
- Mr. Falduto stated that looking into a generator for the Lodge is in the works.

**FIFTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the June 17, 2021 Meeting**
- B. Financial Statements and Check Register**

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

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Engineering Services**

- Mr. Koncar stated he has been working with District Counsel on a proper advertisement for engineering services.

**B. Fitness Key Deposits**

- Ms. Egan explained that a motion is needed to move all monies left over from unreturned fitness key deposits to the general fund.

On MOTION by Mr. Bitgood seconded by Mr. Weeks, with all in favor, moving all monies not returned for fitness key deposits to the general fund was approved. 5-0.

**C. Authorizing the Chairman to Obtain Insurance for the District**

On MOTION by Mr. Horsman seconded by Mr. Bitgood, with all in favor, authorizing the Chairman to obtain insurance coverage for the District was approved. 5-0.

- Mr. Koncar explained to the Board one proposal for insurance has been obtained and another is coming. The signed policy must be to the insurance company by October 25, 2021.

**SEVENTH ORDER OF BUSINESS**

**Old Business**

**A. Golf Cart**

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor the golf cart being declared surplus equipment was approved. 5-0.

- Mr. Falduto explained speaking with a local golf cart dealer, selling the current golf cart outright instead of trading it in would be more advantageous. The current golf cart was advertised and an offer was received for \$2,100.00 over the trade-in value.

**B. CDD/HOA Local Agreement**

On MOTION by Mr. Carey seconded by Mr. Bitgood with Mr. Horsman recusing himself and Mr. Weeks in favor, the amended CDD/HOA Local Agreement was approved. 4-0.

- The CDD will charge HOPCA a monthly lump sum for irrigation.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Attorney**

No report.

**B. District Engineer**

No report.

**C. Manager**

- Mr. Koncar stated the District financials are in good shape.

**NINTH ORDER OF BUSINESS**

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

- Ms. Eagan stated the gym air conditioner is being replaced.
- Ms. Egan stated the pool is being closed for the cleaning of black algae. The chemicals used are very powerful and the pool will reopen on Saturday, September
- Ms. Egan stated the permitting process has started for the pool fencing. The vinyl materials are already ordered.
- Ms. Egan stated the lift-chair needs final approval from the County, otherwise, it is ready for install.

- Ms. Egan stated the main line is being worked on and asked residents to be cautious when walking in these areas.
- The new gate boxes are still in process of being installed. When the gate boxes are installed, hopefully the first week in October, the gates will be put back down to function. Ms. Egan will be sending out an email with instructions to use the boxes.
- Ms. Egan is searching for a company to give input on how the pergolas can be brought back to looking good.
- Mr. Falduto asked if the new gate boxes will require new phone numbers. Ms. Egan will check into this.
- Ms. Wells gave an update on activities for September and October.
- Mr. Weeks requested an update on the partnership of the garage. Mr. Falduto stated all is going well and, when the six-month trial is up, it will be added to the agenda as an agreement. A discussion ensued.

#### **TENTH ORDER OF BUSINESS**

##### **Supervisor Requests**

- Mr. Bitgood stated while doing the main-line work, the water retention areas have a lot of stilth in the train boxes.
- Mr. Carey asked how the new gate system will know if a phone number is answered by a voicemail, and how the system will know to go on to the next phone number. Ms. Egan will talk with the company to get the answer.
- Mr. Carey stated that with any extra money left over from the irrigation project, he suggests using it on replacing some roadway lights.
- Mr. Weeks stated after the new store construction is finished, traffic will be heavier and it will be harder to get out of the Park. Mr. Weeks asked if the County had any plans to handle the traffic. A discussion ensued.

#### **ELEVENTH ORDER OF BUSINESS**

##### **Audience Comments**

- A resident had questions on the new gate boxes and code numbers. A discussion ensued.

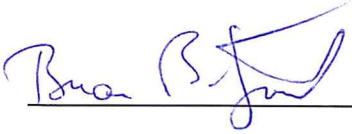
September 16, 2021

Heritage Oak Park CDD

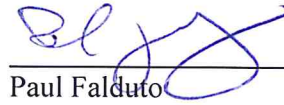
**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

A handwritten signature in blue ink, appearing to read "Brian B. [unclear]", written over a horizontal line.

Secretary

A handwritten signature in blue ink, appearing to read "Paul Falduto", written over a horizontal line.

Paul Falduto  
Chairman