

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE FOR THE
JUNE 16, 2022
REGULAR MEETING

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

Board of Supervisors
Heritage Oak Park Community Development District

Dear Board Members:

A regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District will be held **Thursday, June 16, 2022 at 10:00 a.m.**, at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

Agenda

Thursday, June 16, 2022 – Regular Meeting

Regular Meeting

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Comments from the Chairman
5. Approval of Consent Agenda
 - A. Approval of the Minutes of the May 19, 2022 Meeting
 - B. Financials and Check Register for May 31, 2022
6. New Business
7. Old Business
8. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - i. Stormwater Assessment Report
 - ii. FY 2023 Budget Update
9. On-Site Administration Report
10. Supervisor Requests
11. Audience Comments
12. 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.

Next meeting July 21, 2022

Sincerely,
Bob Koncar
District Manager

Fifth Order of Business

5A

**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

5B

HERITAGE OAK PARK
Community Development District

Financial Report

May 31, 2022

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

May 31, 2022

Balance Sheet
May 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	SERIES 2020 CAPITAL PROJECTS FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 1,116,476	\$ -	\$ -	\$ 1,116,476
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable - Other	750	-	-	750
Allow -Doubtful Accounts	(1,328)	-	-	(1,328)
Assessments Receivable	1,328	-	-	1,328
Due From Other Funds	-	29,456	-	29,456
Investments:				
Money Market Account	51,881	-	-	51,881
Construction Fund	-	-	427,586	427,586
Reserve Fund	-	19,789	-	19,789
Revenue Fund	-	148,305	-	148,305
Prepaid Items	1,925	-	-	1,925
Deposits	8,200	-	-	8,200
TOTAL ASSETS	\$ 1,179,432	\$ 197,550	\$ 427,586	\$ 1,804,568
LIABILITIES				
Accounts Payable	\$ 9,247	\$ -	\$ -	\$ 9,247
Accrued Expenses	7,076	-	-	7,076
Sales Tax Payable	10	-	-	10
Due To Other Funds	29,456	-	-	29,456
TOTAL LIABILITIES	45,789	-	-	45,789
FUND BALANCES				
Nonspendable:				
Prepaid Items	1,925	-	-	1,925
Deposits	8,200	-	-	8,200
Restricted for:				
Debt Service	-	197,550	-	197,550
Capital Projects	-	-	427,586	427,586
Assigned to:				
Operating Reserves	238,242	-	-	238,242
Reserves - Arbor	2,500	-	-	2,500
Reserves -Roads & Streetlights	224,818	-	-	224,818
Reserves - Roof	110,000	-	-	110,000
Reserves - Swimming Pools	23,239	-	-	23,239
Unassigned:	524,719	-	-	524,719
TOTAL FUND BALANCES	\$ 1,133,643	\$ 197,550	\$ 427,586	\$ 1,758,779
TOTAL LIABILITIES & FUND BALANCES	\$ 1,179,432	\$ 197,550	\$ 427,586	\$ 1,804,568

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-22 BUDGET	MAY-22 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 3,333	\$ 64	\$ (3,269)	1.28%	\$ 417	\$ 8
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	-	-
Room Rentals	500	105	98	(7)	19.60%	-	-
Recreational Activity Fees	53,200	35,467	31,909	(3,558)	59.98%	4,433	2,027
Special Assmnts- Tax Collector	973,783	973,783	967,733	(6,050)	99.38%	12,628	4,970
Special Assmnts- Discounts	(38,951)	(38,951)	(35,778)	3,173	91.85%	-	-
Other Miscellaneous Revenues	3,800	3,800	20,450	16,650	538.16%	-	8,250
Gate Bar Code/Remotes	1,000	1,000	1,573	573	157.30%	-	290
Access Cards	600	238	224	(14)	37.33%	38	37
TOTAL REVENUES	1,001,932	980,275	987,773	7,498	98.59%	17,516	15,582
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	8,000	8,000	-	66.67%	1,000	1,000
FICA Taxes	918	612	612	-	66.67%	77	77
ProfServ-Engineering	10,000	6,667	1,635	5,032	16.35%	-	-
ProfServ-Legal Services	6,000	4,000	2,336	1,664	38.93%	-	-
ProfServ-Mgmt Consulting	67,514	45,009	45,009	-	66.67%	5,626	5,626
ProfServ-Special Assessment	11,445	11,445	11,445	-	100.00%	-	-
ProfServ-Trustee Fees	-	-	3,704	(3,704)	0.00%	-	-
Auditing Services	5,750	5,750	4,500	1,250	78.26%	500	500
Communication/Freight - Gen'l	1,500	1,000	673	327	44.87%	125	69
Insurance - General Liability	9,265	9,265	7,123	2,142	76.88%	-	-
R&M-ADA Compliance	1,553	1,553	1,553	-	100.00%	-	-
Legal Advertising	1,100	701	701	-	63.73%	160	160
Miscellaneous Services	3,000	2,000	34	1,966	1.13%	250	8
Misc-Bank Charges	2,400	-	-	-	0.00%	-	-
Misc-Assessment Collection Cost	19,476	19,476	18,639	837	95.70%	253	99
Office Supplies	360	284	284	-	78.89%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	152,456	115,937	106,423	9,514	69.81%	7,991	7,539
Other Public Safety							
R&M-Gate	3,500	3,462	3,462	-	98.91%	326	326
R&M-Gatehouse	1,000	686	686	-	68.60%	-	-
R&M-Security Cameras	3,600	2,400	1,830	570	50.83%	-	-
Capital Outlay	-	-	1,125	(1,125)	0.00%	-	-
Total Other Public Safety	8,100	6,548	7,103	(555)	87.69%	326	326
Field							
Contracts-Mgmt Services	131,709	87,806	87,806	-	66.67%	10,976	10,976
Contracts-Lake and Wetland	6,120	4,080	4,080	-	66.67%	510	510
Contracts-Landscape	89,111	59,407	59,407	-	66.67%	7,426	7,426
Contracts-Irrigation	48,223	32,149	31,837	312	66.02%	4,019	3,980
Utility - General	43,320	28,880	27,499	1,381	63.48%	3,610	3,588
Utility - Water & Sewer	10,000	6,667	9,190	(2,523)	91.90%	833	974
Insurance - General Liability	39,552	39,552	33,541	6,011	84.80%	-	-
R&M-Drainage	15,000	-	-	-	0.00%	-	-
R&M-Entry Feature	7,500	7,500	7,745	(245)	103.27%	407	407
R&M-Irrigation	31,400	20,933	20,721	212	65.99%	2,617	4,293
R&M-Lake	22,100	1,400	938	462	4.24%	-	-
R&M-Plant Replacement	7,000	5,301	5,301	-	75.73%	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-22 BUDGET	MAY-22 ACTUAL
R&M-Trees and Trimming	7,500	200	200	-	2.67%	-	-
R&M-Pumps	2,160	1,620	500	1,120	23.15%	-	-
Misc-Special Projects	10,930	3,800	3,800	-	34.77%	-	-
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	959	959	-	19.18%	402	402
Capital Outlay	25,560	1,275	1,275	-	4.99%	-	-
Total Field	507,185	301,529	294,799	6,730	58.12%	30,800	32,556
<u>Road and Street Facilities</u>							
R&M-Parking Lots	1,000	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	1,086	1,086	-	27.15%	-	-
R&M-Sidewalks	15,000	-	-	-	0.00%	-	-
R&M-Streetlights	10,000	277	277	-	2.77%	-	-
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	-	-	-	0.00%	-	-
Cap Outlay - Streetlight Impr	5,000	-	-	-	0.00%	-	-
Reserve - Roads & Streetlights	15,369	15,369	40,741	(25,372)	265.09%	-	3,950
Total Road and Street Facilities	63,369	16,732	42,104	(25,372)	66.44%	-	3,950
<u>Parks and Recreation - General</u>							
Contracts-Mgmt Services	34,157	22,771	22,771	-	66.67%	2,846	2,846
Contracts-Janitorial Services	18,960	12,640	12,640	-	66.67%	1,580	1,580
Contracts-Pools	10,800	7,200	7,339	(139)	67.95%	900	928
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,580	5,720	5,231	489	60.97%	715	635
R&M-Clubhouse	50,000	33,333	10,674	22,659	21.35%	4,167	149
R&M-Parks	15,000	10,000	7,189	2,811	47.93%	1,250	1,207
R&M-Pools	4,500	3,000	3,998	(998)	88.84%	375	63
R&M-Tennis Courts	2,000	-	-	-	0.00%	-	-
Miscellaneous Services	2,400	1,600	3,622	(2,022)	150.92%	200	244
Holiday Decoration	750	750	635	115	84.67%	-	-
Misc-Cable TV Expenses	3,780	2,520	3,561	(1,041)	94.21%	315	431
Office Supplies	3,000	2,000	2,357	(357)	78.57%	250	205
Op Supplies - General	6,000	4,000	2,173	1,827	36.22%	500	305
Cap Outlay - Equipment	8,000	649	649	-	8.11%	649	649
Cap Outlay-Clubhouse	15,000	14,885	14,885	-	99.23%	8,290	8,290
Reserves- A/C	15,000	15,000	15,000	-	100.00%	15,000	15,000
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	-	-	-	0.00%	-	-
Total Parks and Recreation - General	227,027	137,168	113,772	23,396	50.11%	37,037	32,532
<u>Special Recreation Facilities</u>							
Miscellaneous Services	4,500	3,000	1,611	1,389	35.80%	375	200
Misc-Event Expense	21,000	14,000	11,263	2,737	53.63%	1,750	1,159
Misc-Social Committee	26,700	17,800	20,055	(2,255)	75.11%	2,225	1,650
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	333	829	(496)	165.80%	42	32
Total Special Recreation Facilities	53,200	35,133	33,758	1,375	63.45%	4,392	3,041
TOTAL EXPENDITURES	1,011,337	613,047	597,959	15,088	59.13%	80,546	79,944

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2022

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>MAY-22 BUDGET</u>	<u>MAY-22 ACTUAL</u>
Excess (deficiency) of revenues							
Over (under) expenditures	(9,405)	367,228	389,814	22,586	-4144.75%	(63,030)	(64,362)
<u>OTHER FINANCING SOURCES (USES)</u>							
Contribution to (Use of) Fund Balance	(9,405)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(9,405)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (9,405)	\$ 367,228	\$ 389,814	\$ 22,586	-4144.75%	\$ (63,030)	\$ (64,362)
FUND BALANCE, BEGINNING (OCT 1, 2021)	743,829	743,829	743,829				
FUND BALANCE, ENDING	\$ 734,424	\$ 1,111,057	\$ 1,133,643				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-22 BUDGET	MAY-22 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 8	\$ 8	0.00%	\$ -	\$ 1
Special Assmnts- Tax Collector	197,323	197,323	196,106	(1,217)	99.38%	2,115	1,009
Special Assmnts- Discounts	(7,893)	(7,893)	(7,250)	643	91.85%	-	-
TOTAL REVENUES	189,430	189,430	188,864	(566)	99.70%	2,115	1,010
EXPENDITURES							
Administration							
Misc-Assessment Collection Cost	3,946	3,946	3,777	169	95.72%	42	20
Total Administration	3,946	3,946	3,777	169	95.72%	42	20
Debt Service							
Principal Debt Retirement	126,426	126,426	126,426	-	100.00%	126,426	126,426
Interest Expense	74,370	74,370	59,279	15,091	79.71%	37,185	36,900
Total Debt Service	200,796	200,796	185,705	15,091	92.48%	163,611	163,326
TOTAL EXPENDITURES	204,742	204,742	189,482	15,260	92.55%	163,653	163,346
Excess (deficiency) of revenues Over (under) expenditures	(15,312)	(15,312)	(618)	14,694	4.04%	(161,538)	(162,336)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(15,312)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(15,312)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (15,312)	\$ (15,312)	\$ (618)	\$ 14,694	4.04%	\$ (161,538)	\$ (162,336)
FUND BALANCE, BEGINNING (OCT 1, 2021)	198,168	198,168	198,168				
FUND BALANCE, ENDING	\$ 182,856	\$ 182,856	\$ 197,550				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	MAY-22 BUDGET	MAY-22 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 26	\$ 26	0.00%	\$ -	\$ 2
TOTAL REVENUES	-	-	26	26	0.00%	-	2
EXPENDITURES							
Construction In Progress							
Construction in Progress	-	-	552,389	(552,389)	0.00%	-	90,073
Total Construction In Progress	-	-	552,389	(552,389)	0.00%	-	90,073
TOTAL EXPENDITURES	-	-	552,389	(552,389)	0.00%	-	90,073
Excess (deficiency) of revenues Over (under) expenditures	-	-	(552,363)	(552,363)	0.00%	-	(90,071)
Net change in fund balance	\$ -	\$ -	\$ (552,363)	\$ (552,363)	0.00%	\$ -	\$ (90,071)
FUND BALANCE, BEGINNING (OCT 1, 2021)	-	-	979,949				
FUND BALANCE, ENDING	\$ -	\$ -	\$ 427,586				

Notes to the Financial Statements
May 2022

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 98.6% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 59.1% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable-Other		750	Accrued Interlocal agreement-2nd Qtr
Allowance-Doubtful Accounts		(1,328)	Allowance for assessments uncollected from FY 2013.
Assessments Receivable		1,328	Assessments uncollected from FY 2013.
Due From Other Funds		29,456	Due from General Fund to Debt Service and Due from Capital Projects to General Fund.
Prepaid Items		1,925	May party, July party and Holiday entertainment FY22/23.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		9,247	Invoices for current month but not paid in current month.
Accrued Expenses		7,076	Lake maintenance, phone, irrigation maintenance.
Sales Tax Payable		10	Sales Tax for the gate remotes, access cards and sports bar/lodge rental.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Special Assessments-Tax Collector	973,783	967,733	99.38%	Collections were at 99.8% at this time last year.
Other Misc Revenue	3,800	20,450	538.16%	Proceeds from sale of old golf cart, reimbursement for irrigation from HOA.
Gate Bar Codes/Remotes	1,000	1,573	157.30%	Gate Openers less sales tax paid.
Expenditures				
<u>Administrative</u>				
ProfServ-Special Assessment	11,445	11,445	100.00%	Assessment roll preparation fees.
ProfServ-Trustee Fees	-	3,704	N/A	Trustee fees paid for year. Will budget for next year.
Auditing Services	5,750	4,500	78.26%	Audit is final and paid in full.
Insurance-General Liability	9,265	7,123	76.88%	Insurance paid in full for year.
R&M-ADA Compliance	1,553	1,553	100.00%	Webhosting paid in full for the year.
Office Supplies	360	284	78.89%	Office supplies, GoDaddy website renewal.
<u>Public Safety</u>				
R&M-Gate	3,500	3,462	98.91%	Gate repairs, gate remotes, DoorKing gate software, loop detectors, Knox switch key.
R&M-Gatehouse	1,000	686	68.60%	Installed DVR, supplies, new phone number for gates.
Capital Outlay	-	1,125	N/A	Liftmaster CAPXL gate control box-additional wiring.
<u>Field</u>				
Utility - Water & Sewer	10,000	9,190	91.90%	Monthly Water / Sewer utilities includes annual fire protection fee (\$1,600).
Insurance - General Liability	39,552	33,541	84.80%	Insurance paid in full for year.
R&M-Entry Feature	7,500	7,745	103.27%	Entry wall repair, paint for wall, replace 9 mounting post.
R&M-Plant Replacement	7,000	5,301	75.73%	Plant replacement in common area, trimmed trees in Greenbelts & Clubhouse.

Notes to the Financial Statements
May 2022

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
Expenditures (con't)				
<u>Road & Street</u>				
Reserves-Roads & Streetlights	15,369	40,741	265.09%	Street light LED extensions (10) / fixtures, supplies 19 custom made 3' powder coated extensions, lift to replace damaged pole at rear entrance and streetlight heads.
<u>Parks & Recreation</u>				
Contracts-Pools	10,800	7,339	67.95%	Monthly pool service increased in January by \$27.84/mo.
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year.
R&M-Pools	4,500	3,998	88.84%	Pool perfect, black algae treatment, pool gate safety latch, replace DE filter grids, adjust floats, changed 3hp motor, impeller & seal plate kit, pool signs.
Miscellaneous Services	2,400	3,622	150.92%	Reimbursed damages done to car by inoperable gate, WiFi extender, Holiday luncheons and gift cards, miscellaneous supplies, BJ's & Amazon memberships.
Misc-Holiday Decor	750	635	84.67%	Holiday decorations purchased for the 2022 Holiday season.
Misc-Cable TV Expenses	3,780	3,561	94.21%	Comcast cable-increased services in March.
Office Supplies	3,000	2,357	78.57%	Copier lease, copies, office supplies, Office 365 for Board tablets, updated emails in copier.
Cap Outlay-Clubhouse	15,000	14,885	99.23%	2017 Black Golf Cart with new batteries., duct cleaning.
Reserve - A/C	15,000	15,000	100.00%	Ruud 20 ton split system A/C.
<u>Special Recreation Facilities</u>				
Misc-Social Committee	26,700	20,055	75.11%	Food for all of the events including Poolside Lunch.
Office Supplies	500	829	165.80%	Miscellaneous office supplies, printer, Office 365.
Debt Service Fund 203				
Expenditures				
<u>Debt Service</u>				
Principal Debt Retirement	126,426	126,426	100.00%	Payment was made on time in May.
Interest Expense	74,370	59,279	79.71%	Payment was made on time in May.
Capital Fund 303				
Expenditures				
<u>Construction in Progress</u>				
Construction in Progress	-	552,389	0.00%	Requisitions 12-13, 16-29.

HERITAGE OAK PARK

Community Development District

Supporting Schedules

May 31, 2022

HERITAGE OAK PARK

Community Development District

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2022**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION	
					General Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,171,106	\$ 973,783	\$ 197,323
Allocation %				100%	83%	17%
11/05/21	\$ 33,748	\$ 1,406	\$ 689	\$ 35,843	\$ 29,779	\$ 6,064
11/10/21	7,938	331	162	8,431	7,020	1,411
11/18/21	84,224	3,509	1,719	89,452	74,413	15,039
11/23/21	159,040	6,627	3,246	168,912	140,406	28,506
12/02/21	196,947	8,206	4,019	209,173	174,095	35,078
12/09/21	353,047	14,710	7,205	374,962	311,701	63,261
12/16/21	89,026	3,709	1,817	94,552	78,626	15,926
01/13/22	68,735	2,864	1,403	73,002	60,682	12,320
02/15/22	22,624	700	462	23,786	19,805	3,981
03/10/22	18,050	368	368	18,787	15,609	3,179
04/07/22	23,235	235	474	23,944	19,868	4,076
04/20/22	35,920	363	733	37,016	30,761	6,255
05/12/22	5,859	-	120	5,979	4,970	1,009
TOTAL	\$ 1,098,394	\$ 43,028	\$ 22,416	\$ 1,163,839	\$ 967,733	\$ 196,106
% COLLECTED				99%	99%	99%
TOTAL OUTSTANDING				\$ 7,267	\$ 6,050	\$ 1,217

HERITAGE OAK PARK
Community Development District

Activities Fund Deposits

Deposit																					
Date	Amount	Pool side Lunch	Morning Coffee Social	Karaoke	Masque- rade Party	Harvest Moon	Craft Fair	Movie Night	Holiday Spec tacular	New Years Eve	Jimmy Mazz	Winter Party	Vendor Day	Two Hearts Dance	Murder Mystery	Laugh Lines Comedy Show	Lucky Lepre- chaun	Bye Bye Birdie Farewell Party	Fashion Show	Memorial Day	
10/04/21	Deposit	\$230			\$230																
10/29/21	Deposit	\$3,390	\$1,347		\$68	\$450	\$1,065	\$460													
11/17/21	Refund	(\$210)					(\$210)														
11/30/21	Deposit	\$6,218	\$1,614		\$10	\$645			\$3,909		\$40										
01/04/22	Deposit	\$3,416	\$1,828						\$48	\$325	\$1,115	\$100									
01/10/22	Refund	(\$80)										(\$80)									
02/04/22	Deposit	\$1,855	\$995								\$90	(\$10)		\$340	\$240	\$200					
02/25/22	Deposit	\$8,480	\$2,335										\$1,200	\$580	\$3,360	\$940	\$65				
04/01/22	Deposit	\$6,584	\$2,474										\$100			\$670	\$360	\$1,420	\$1,560		
05/03/22	Deposit	\$2,027	\$1,967																	\$60	
Total		\$31,909	\$12,559	\$0	\$68	\$690	\$1,500	\$460	\$0	\$3,957	\$325	\$1,245	\$10	\$1,300	\$920	\$3,600	\$1,810	\$425	\$1,420	\$1,620	\$0
Expenses		(\$31,319)	(\$13,024)	(\$554)	\$0	(\$1,102)	(\$1,556)	(\$429)	(\$64)	(\$3,800)	(\$299)	(\$1,515)	\$0	(\$165)	(\$195)	(\$2,307)	(\$1,795)	(\$445)	(\$950)	(\$2,319)	(\$800)
Profit / (Loss)		\$590	(\$465)	(\$554)	\$68	(\$412)	(\$56)	\$31	(\$64)	\$157	\$26	(\$270)	\$10	\$1,135	\$725	\$1,293	\$15	(\$20)	\$470	(\$699)	(\$800)
Other Expenses		(\$2,440)																			
Total Profit / (Loss)		(\$1,850)																			

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Reserve Balance-Beginning	9,191	9,191	9191	7088	-	-	-
Revenue	32,930	39,654	43,189	47,790	31,238	5,994	31,909
Expenses	32,939	35,643	46,362	64,189	34,114	8,371	33,759
Profit(Loss)	(10)	4,011	(3,173)	(16,399)	(2,876)	(2,377)	(1,850)

Notes: Revenue and Expenses are per financial statements

Cash and Investment Report
May 31, 2022

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND			
Operating Checking Account	BankUnited	0.00%	\$1,094,309
Operating Checking Account	Valley Bank	0.07%	\$22,167
		Subtotal	\$1,116,476
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	0.15%	\$51,881
DEBT SERVICE FUND			
Series 2020 Reserve Fund	US Bank	0.00%	\$19,789
Series 2020 Revenue Fund	US Bank	0.00%	\$148,305
		Subtotal	\$168,094
CAPITAL PROJECTS FUND			
Series 2020 Construction Fund	US Bank	0.00%	\$427,586
		Grand Total	\$1,764,238

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 7282 Bank United GF
 Statement No. 05-22
 Statement Date 5/31/2022

G/L Balance (LCY)	1,094,309.07	Statement Balance	1,102,386.79
G/L Balance	1,094,309.07	Outstanding Deposits	149.61
Positive Adjustments	0.00		
	<hr/>		
Subtotal	1,094,309.07	Subtotal	1,102,536.40
Negative Adjustments	0.00	Outstanding Checks	8,227.33
	<hr/>	Differences	0.00
Ending G/L Balance	1,094,309.07	Ending Balance	1,094,309.07
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference	
Outstanding Checks							
3/20/2020	Payment	2297	BRAD WARREN	36.00	0.00	36.00	
12/10/2021	Payment	2949	COMCAST	353.67	0.00	353.67	
3/10/2022	Payment	3040	PRECISION GATE & SECURITY, INC	393.75	0.00	393.75	
4/26/2022	Payment	3083	PHILIP GARTLAND	18.00	0.00	18.00	
5/25/2022	Payment	3107	ARTISTREE LANDSCAPE	7,425.91	0.00	7,425.91	
Total Outstanding Checks.....				8,227.33		8,227.33	
Outstanding Deposits							
5/1/2022		041222 EFT	COPIER LEASE 03/22	G/L Ac	149.61	0.00	149.61
Total Outstanding Deposits.....				149.61		149.61	

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 0663 Valley Bank
Statement No. 05-22
Statement Date 5/31/2022

G/L Balance (LCY)	22,167.15	Statement Balance	22,167.15
G/L Balance	22,167.15	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	22,167.15
Subtotal	22,167.15	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	22,167.15	Ending Balance	22,167.15
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 05/01/22 to 05/31/22
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
GENERAL FUND - 001								
001	3085	05/03/22	ARTISTREE LANDSCAPE	162713	MAR22 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,425.91
001	3086	05/03/22	COPIERS PLUS	00H100-PCH-022701	UPDATED EMAIL SETTINGS IN COPIER	Office Supplies	551002-57201	\$149.95
001	3087	05/03/22	FIREPRO	10-14433	FIRE EXTINGUISHER SERVICE	R&M-Clubhouse	546015-57201	\$292.00
001	3088	05/03/22	FPL	04222022-53151 CHECK	ACCT# 72189-53151 03/23/22-04/22/22	Utility - General	543001-53901	\$20.61
001	3089	05/03/22	SOLITUDE LAKE MANAGEMENT	PI-A00797900	AERATOR #1 REPAIR/INSTALL 1/2HP DUAL PISTON COMPR	R&M-Lake	546042-53901	\$938.03
001	3090	05/03/22	THE COMEDIAN COMPANY	042722	COMEDIAN FOR 01/13/23-DEPOSIT	Deposit for 1.13.23	155000	\$325.00
001	3091	05/05/22	COPIERS PLUS	00H100-PCH-022669	APR22 COPIES	COPIES	551002-57201	\$23.62
001	3091	05/05/22	COPIERS PLUS	00H100-PCH-022669	APR22 MAINT AGREEMENT	MAINTENANCE AGREEMENT	551002-57201	\$45.00
001	3092	05/05/22	FEDEX	7-743-61931	SERVICE FOR 05/02/22	Communication/Freight - Gen'l	541001-51301	\$12.70
001	3093	05/05/22	GRAU & ASSOCIATES	22487	AUDIT FYE 09/30/21	Auditing Services	532002-51301	\$500.00
001	3094	05/05/22	PERSSON, COHEN & MOONEY, P.A.	2078	LEGAL SERVICE FOR 04/22	ProfServ-Legal Services	531023-51401	\$267.00
001	3095	05/09/22	SECURITY ALARM CORPORATION	254083	MONITORING FOR 05/08/22-08/07/22	Comm-Fire-Basic	546015-57201	\$84.00
001	3096	05/10/22	ARTISTREE LANDSCAPE	163795	PLANTED 5 PITCH APPLE TREES ALONG RED OAK	R&M-Entry Feature	546021-53901	\$406.75
001	3097	05/10/22	COVERALL OF FT. MYERS	1160272566	CLEANING SERVICE 05/1-05/31/22	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	3098	05/10/22	FURNITURE LEISURE INC	PFS16135	NEW POOL FURNITURE-TO BE REIMB W/LOAN MONEY	DEPOSIT-NEW POOL FURNITURE	115000	\$8,688.91
001	3099	05/10/22	MAINSCAPE	1273279	04/22 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$4,293.10
001	3100	05/11/22	THOMPSON'S AIR CONDITIONING	I100956	RUUD 20 TON SPLIT SYSTEM AC-DEPOSIT	50% DEPOSIT	568097-57201	\$15,000.00
001	3100	05/11/22	THOMPSON'S AIR CONDITIONING	I100956	DUCT CLEANING-DEPOSIT	50% DEPOSIT	564061-57201	\$8,290.00
001	3101	05/12/22	ELECTRICAL SOLUTIONS OF SW	8322	RPL PHOTOCELLS FOR 2 LIGHTS, ELECTRIC FOR AWNING	Mainscape to Credit \$1,695 on Irrig Rpr Bill	546066-57201	\$1,200.00
001	3102	05/12/22	FEDEX	7-751-53213	SERVICE FOR 05/09/22	Communication/Freight - Gen'l	541001-51301	\$12.82
001	3103	05/19/22	INFRAMARK, LLC	77610	05/22 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,626.17
001	3103	05/19/22	INFRAMARK, LLC	77610	05/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-53901	\$10,975.75
001	3103	05/19/22	INFRAMARK, LLC	77610	05/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-57201	\$2,846.42
001	3103	05/19/22	INFRAMARK, LLC	77610	05/22 MANAGEMENT SERVICES	Communication/Freight - Gen'l	541001-51301	\$15.37
001	3103	05/19/22	INFRAMARK, LLC	77610	05/22 MANAGEMENT SERVICES	RECORD STORAGE FEE	549001-51301	\$8.33
001	3104	05/20/22	ELECTRICAL SOLUTIONS OF SW	8244	REPLACE 9 MOUNTING POST	R&M-Entry Feature	546021-53901	\$3,987.00
001	3105	05/20/22	PRECISION GATE & SECURITY, INC	1963	REPLACE DAMAGED FACE PLATE WITH SCREEN AT GATE	To be Reimb by Contractor who hit Gate	546034-52901	\$2,205.00
001	3106	05/20/22	SUN NEWSPAPERS	22267-050922	NOTICE OF BUDGET WORKSHOP 05/12/22	Legal Advertising	548002-51301	\$80.08
001	3107	05/25/22	ARTISTREE LANDSCAPE	164020	05/22 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,425.91
001	3108	05/25/22	GOTHAM ENTERTAINMENT	05252022	MEMORIAL DAY PARTY	Remaining Balance for Memorial Day Party	549022-57501	\$600.00
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Office Luncheon	549001-57201	\$18.30
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$9.72
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Kitchen	549001-57201	\$4.13
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Donuts for Workshop	549001-57201	\$23.61
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Monday Coffee	549051-57501	\$4.28
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Norton AntiVirus Plus	551002-57501	\$19.99
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$18.11
001	3109	05/25/22	VALLEY NATIONAL BANK	7986-042722	05/09/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$38.88
001	DD00471	05/03/22	CHARLOTTE COUNTY UTILITIES	04122022-080703	26307-080703 03/09/22-04/08/22	Utility - Water & Sewer	543021-53901	\$67.59
001	DD00472	05/03/22	CHARLOTTE COUNTY UTILITIES	04122022-101597	26307-101597 03/09/22-04/08/22	Utility - Water & Sewer	543021-53901	\$929.26
001	DD00474	05/07/22	FPL	04222022-59344 ACH	ACCT# 96809-59344 03/23/22-04/22/22	Utility - General	543001-53901	\$71.88
001	DD00475	05/07/22	FPL	04222022-74219 ACH	ACCT# 89079-74219 03/23/22-04/22/22	Utility - General	543001-53901	\$328.19
001	DD00476	05/07/22	FPL	04222022-85535 ACH	ACCT# 92945-85535 03/23/22-04/22/22	Utility - General	543001-53901	\$73.78
001	DD00477	05/07/22	FPL	04222022-88335 ACH	ACCT# 87070-88335 03/23/22-04/22/22	Utility - General	543001-53901	\$1,910.33
001	DD00478	05/07/22	FPL	04222022-90214 ACH	ACCT# 65998-90214 03/23/22-04/22/22	Utility - General	543001-53901	\$140.99
001	DD00479	05/07/22	FPL	04222022-93219 ACH	ACCT# 25921-93219 03/23/22-04/22/22	Utility - General	543001-53901	\$351.75
001	DD00480	05/07/22	FPL	04222022-03218 ACH	ACCT# 01784-03218 03/23/22-04/22/22	Utility - General	543001-53901	\$35.06
001	DD00481	05/07/22	FPL	04222022-28333 ACH	ACCT# 36126-28333 03/23/22-04/22/22	Utility - General	543001-53901	\$547.90

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 05/01/22 to 05/31/22
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
001	DD00482	05/07/22	FPL	04222022-29333 ACH	ACCT# 90419-29333 03/23/22-04/22/22	Utility - General	543001-53901	\$114.34
001	DD00483	05/07/22	FPL	04222022-32211 ACH	ACCT# 94620-32211 03/23/22-04/22/22	Utility - General	543001-53901	\$307.81
001	DD00491	05/23/22	FDEX	7-758-45040 ACH	SERVICE FOR 05/11/22	Communication/Freight - Gen'l	541001-51301	\$13.25
001	DD00492	05/12/22	GREATAMERICA FINANCIAL SVCS	31467217	COPIER LEASE FOR 04/22	Office Supplies	551002-57201	\$104.86
001	DD00493	05/20/22	COMCAST	04262022-4227 ACH	ACCT# 8535100601234227 04/30/22-05/29/22	Misc-Cable TV Expenses	549039-57201	\$430.76
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Maintenance Supplies	549900-53901	\$13.75
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Poolside Lunch Grill	549022-57501	\$21.43
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Poolside Lunch Grill Cover	549022-57501	\$38.79
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Sakrete Sand	546066-57201	\$6.96
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Poolside Lunch	549022-57501	\$59.94
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Maintenance Supplies	549900-53901	\$81.70
001	DD00494	05/26/22	HOME DEPOT CREDIT SERVICES	05052022-6325 ACH	PURCHASES FOR 04/05/22-05/04/22	Maintenance Supplies	549900-53901	\$193.14
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Budget Luncheon with Chairman	549001-57201	\$22.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Bye Bye Birdie Party	549022-57501	\$74.75
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gate Subscription	546034-52901	\$55.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	ACT Office 365	551002-57501	\$12.50
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch-Return	549051-57501	(\$109.90)
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$109.90
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$130.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$57.80
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gloves	552001-57201	\$57.72
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Fashion Show 4.8.22	549022-57501	\$87.58
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	ACT Calendars	549001-57501	\$90.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$247.12
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	OP Supplies	552001-57201	\$77.28
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	District Owned Laptop for CDD Office	564006-57201	\$649.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Laptop Carry Case	549001-57201	\$16.28
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Amazon Prime Mbr Fee	549001-57201	\$140.29
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$41.53
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gas	549900-53901	\$37.49
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Coffee Social	549051-57501	\$32.42
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Coffee Social	549051-57501	\$23.82
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gate Remotes	546034-52901	\$175.02
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$13.27
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$212.26
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Eyeglasses Strap	549900-53901	\$12.77
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Office Coffee	546015-57201	\$35.26
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Little Cans-Gas	549900-53901	\$18.00
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Adobe	551002-57201	\$179.88
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$141.88
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Flags for Events	549001-57501	\$93.59
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$340.76
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Trash Bags	552001-57201	\$70.74
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Frame for Certificate	549001-57201	\$19.68
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poster Frame	549001-57501	\$16.59
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gas for Gator	549900-53901	\$44.99
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Trash Bags	552001-57201	\$49.59
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Bath Tissue	552001-57201	\$49.96
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Kitchen Supplies	546015-57201	\$29.94
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Phone for Gate	546034-52901	\$40.91
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$86.15

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 05/01/22 to 05/31/22
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Computer Program	551002-57201	\$69.95
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$34.76
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$293.56
001	DD00495	05/26/22	TRUIST BANK	05022022 ACH	05/02/22 STATEMENT PURCHASES	Gate Subscription	546034-52901	\$55.00
001	DD00484	05/24/22	PAUL J. FALDUTO , JR	PAYROLL	May 24, 2022 Payroll Posting			\$184.70
001	DD00485	05/24/22	BRIAN R. BITGOOD	PAYROLL	May 24, 2022 Payroll Posting			\$184.70
001	DD00486	05/24/22	EDWARD A. CAREY	PAYROLL	May 24, 2022 Payroll Posting			\$184.70
001	DD00487	05/24/22	KENT D. WEEKS	PAYROLL	May 24, 2022 Payroll Posting			\$184.70
001	DD00488	05/24/22	STEPHEN R. HORSMAN	PAYROLL	May 24, 2022 Payroll Posting			\$184.70
							Fund Total	<u>\$94,166.50</u>

Total Checks Paid	\$94,166.50
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Eighth Order of Business

8Cii.

HERITAGE OAK PARK
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2023

Version 4 - Modified Tentative Budget
(Printed on 06/07/22 5:15pm)

Prepared by:



HERITAGE OAK PARK

Community Development District

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HERITAGE OAK PARK
Community Development District

Operating Budget
Fiscal Year 2023

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	FY 2021	BUDGET FY 2022	THRU MAY-2022	JUN- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
REVENUES									
Interest - Investments	\$ 5,179	\$ 8,835	\$ 1,359	\$ 275	\$ 5,000	\$ 64	\$ 60	\$ 124	\$ 4,800
Interlocal Agreement	3,000	3,000	3,000	3,000	3,000	1,500	1,500	3,000	3,000
Room Rentals	749	857	2,949	281	500	98	300	398	500
Recreational Activity Fees	43,189	47,790	31,238	5,994	53,200	31,909	1,200	33,109	53,200
Special Assmnts- Tax Collector	808,592	877,705	936,042	973,783	973,783	967,733	6,050	973,783	1,008,433
Special Assmnts- Discounts	(29,649)	(31,900)	(34,100)	(36,123)	(38,951)	(35,778)	-	(35,778)	(40,337)
Other Miscellaneous Revenues	13,412	10,787	202,523	34,914	3,800	20,450	-	20,450	3,800
Gate Bar Code/Remotes	646	1,376	674	927	1,000	1,573	300	1,873	1,200
Access Cards	-	560	246	246	600	224	125	349	600
Insurance Reimbursements	-	-	28,275	-	-	-	-	-	-
TOTAL REVENUES	845,118	919,010	1,172,206	983,297	1,001,932	987,773	9,535	997,308	1,035,196
EXPENDITURES									
<i>Administrative</i>									
P/R-Board of Supervisors	11,600	11,600	10,800	11,200	12,000	8,000	4,000	12,000	12,000
FICA Taxes	887	887	826	857	918	612	306	918	918
ProfServ-Engineering	-	1,928	23,853	18,418	10,000	1,635	400	2,035	10,000
ProfServ-Legal Services	3,505	8,396	9,869	10,101	6,000	2,336	2,000	4,336	6,000
ProfServ-Mgmt Consulting Serv	60,738	60,923	63,637	65,547	67,514	45,009	22,505	67,514	69,540
ProfServ-Special Assessment	10,169	10,474	10,788	11,112	11,445	11,445	-	11,445	11,788
ProfServ-Trustee Fees	-	-	-	337	-	3,704	-	3,704	3,704
Auditing Services	5,500	6,200	5,700	4,000	5,750	4,500	-	4,500	4,700
Communication/Freight - Gen'l	1,417	1,458	1,422	457	1,500	673	300	973	1,500
Insurance - General Liability	10,910	8,363	9,851	8,423	9,265	7,123	-	7,123	7,835
R&M-ADA Compliance	-	-	3,264	1,553	1,553	1,553	-	1,553	1,553
Legal Advertising	904	2,332	3,378	1,533	1,100	701	399	1,100	1,100
Miscellaneous Services	512	5,088	195	79	3,000	34	400	434	3,000
Misc-Bank Charges	1,803	2,043	1,532	-	2,400	-	-	-	2,400
Misc-Assessmnt Collection Cost	7,228	6,425	5,753	6,345	19,476	18,639	121	18,760	20,169
Office Supplies	-	-	15	-	360	284	100	384	360
Annual District Filing Fee	175	175	175	175	175	175	-	175	175
Total Administrative	115,348	126,292	151,058	140,137	152,456	106,423	30,531	136,954	156,742

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	FY 2021	BUDGET FY 2022	THRU MAY-2022	JUN- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
Other Public Safety									
Contracts-Mgmt Services	7,725	-	-	-	-	-	-	-	-
R&M-Gate	4,286	7,134	4,917	4,393	3,500	3,462	2,500	5,962	3,500
R&M-Gatehouse	1,140	649	18	320	1,000	686	300	986	1,000
R&M-Security Cameras	1,480	3,257	969	119	3,600	1,830	1,650	3,480	3,600
Misc-Programming & Services	-	-	-	-	-	-	-	-	1,500
Capital Outlay	-	-	-	-	-	1,125	-	1,125	-
Total Other Public Safety	14,631	11,040	5,904	4,832	8,100	7,103	4,450	11,553	9,600
Field									
Contracts-Mgmt Services	110,739	114,061	117,483	127,272	131,709	87,806	43,903	131,709	135,661
Contracts-Lake and Wetland	6,120	6,120	6,120	6,120	6,120	4,080	2,040	6,120	6,120
Contracts-Landscape	83,996	83,996	86,515	86,515	89,111	59,407	29,704	89,111	91,784
Contracts-Irrigation	47,028	49,140	45,900	46,818	48,223	31,837	15,918	47,755	49,188
Utility - General	35,398	37,802	38,027	31,147	43,320	27,499	15,640	43,139	45,600
Utility - Water & Sewer	7,398	8,379	8,795	15,148	10,000	9,190	4,400	13,590	13,600
Insurance - General Liability	26,941	29,100	33,606	35,956	39,552	33,541	-	33,541	36,895
R&M-Drainage	21,994	16,842	5,370	6,520	15,000	-	15,000	15,000	15,000
R&M-Entry Feature / Wall	1,263	10,066	2,500	6,186	7,500	7,745	-	7,745	7,500
R&M-Irrigation	107,179	104,526	119,559	77,807	31,400	20,721	10,600	31,321	31,400
R&M-Lake	2,877	6,100	20,687	13,125	22,100	938	6,000	6,938	21,750
R&M-Plant Replacement	2,960	324	5,762	1,393	7,000	5,301	1,700	7,001	12,000
R&M-Trees and Trimming	1,750	5,254	5,545	4,025	7,500	200	7,300	7,500	12,500
R&M-Pumps	5,538	2,500	10,404	2,750	2,160	500	500	1,000	2,160
Misc-Special Projects	6,440	16,548	9,230	2,785	10,930	3,800	7,130	10,930	10,930
Natural Disaster Expense	58,424	6,726	-	-	5,000	-	5,000	5,000	5,000
Misc-Contingency	5,209	2,999	4,866	5,691	5,000	959	4,041	5,000	10,040
Capital Outlay	19,865	-	3,075	11,334	25,560	1,275	24,285	25,560	25,560
Capital Outlay - Irrigation	5,990	-	20,498	-	-	-	-	-	-
Total Field	557,109	500,483	543,942	480,592	507,185	294,799	193,161	487,960	532,688

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	FY 2021	BUDGET FY 2022	THRU MAY-2022	JUN- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
Road and Street Facilities									
R&M-Parking Lots	211	520	-	-	1,000	-	1,000	1,000	1,000
R&M-Roads & Alleyways	13,701	10,255	1,971	350	4,000	1,086	2,914	4,000	4,000
R&M-Sidewalks	-	-	380	9,962	15,000	-	15,000	15,000	15,000
R&M-Streetlights	5,837	3,329	1,673	7,702	10,000	277	9,723	10,000	10,000
Misc-Contingency	-	-	-	-	3,000	-	3,000	3,000	3,000
Capital Outlay - Sidewalk Impr	-	-	-	-	10,000	-	10,000	10,000	10,000
Capital Outlay - Streetlight Impr	-	-	-	-	5,000	-	5,000	5,000	5,000
Reserve - Roads & Streetlights	58,430	10,548	52,485	26,652	15,369	40,741	-	40,741	15,369
Total Road and Street Facilities	78,179	24,652	56,509	44,666	63,369	42,104	46,637	88,741	63,369
Parks and Recreation - General									
Contracts-Mgmt Services	59,307	74,911	72,807	16,838	34,157	22,771	11,386	34,157	35,613
Contracts-Janitorial Services	18,123	18,960	18,960	18,960	18,960	12,640	6,320	18,960	18,960
Contracts-Pools	10,800	10,800	10,800	8,100	10,800	7,339	3,711	11,050	11,134
Contracts-Pest Control	1,048	1,298	1,048	1,048	1,100	1,048	-	1,048	1,100
Communication - Telephone	7,437	7,903	8,142	8,353	8,580	5,231	2,805	8,036	8,580
R&M-Clubhouse	79,674	100,335	60,458	9,439	50,000	10,674	31,826	42,500	50,000
R&M-Parks	32,540	31,892	12,253	12,090	15,000	7,189	9,000	16,189	15,000
R&M-Pools	8,083	2,420	6,872	8,883	4,500	3,998	2,000	5,998	4,500
R&M - Tennis Courts	17,100	-	832	27	2,000	-	2,000	2,000	2,000
Miscellaneous Services	2,866	3,329	2,467	2,199	2,400	3,622	800	4,422	2,400
Misc-Holiday Décor	469	527	491	413	750	635	-	635	750
Misc-Cable TV Expenses	982	1,030	3,097	3,917	3,780	3,561	1,723	5,284	4,560
Office Supplies	3,873	3,434	3,546	3,718	3,000	2,357	840	3,197	3,000
OpSupplies - General	2,209	5,645	3,058	3,448	6,000	2,173	1,260	3,433	6,000
Cap Outlay - Equipment	-	-	1,091	7,200	8,000	649	7,351	8,000	8,000
Cap Outlay - Clubhouse	-	10,488	37,855	-	15,000	14,885	-	14,885	15,000
Reserve - Air Conditioner	-	-	-	-	15,000	15,000	-	15,000	5,000
Reserve - Roof	-	-	5,000	-	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	-	8,736	3,000	-	-	-	3,000
Total Parks and Recreation - General	244,511	272,972	248,777	113,369	227,027	113,772	81,022	194,794	219,597

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU MAY-2022	PROJECTED JUN- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
Special Recreation Facilities									
Miscellaneous Services	3,133	5,470	1,087	324	4,500	1,611	800	2,411	4,500
Misc-Event Expense	22,932	33,221	16,092	2,129	21,000	11,263	6,000	17,263	21,000
Misc-Social Committee	19,591	24,734	16,609	5,400	26,700	20,055	12,000	32,055	26,700
Misc-Trips and Tours	-	-	-	-	500	-	-	-	500
Office Supplies	727	763	386	518	500	829	125	954	500
Total Special Recreation Facilities	46,383	64,188	34,174	8,371	53,200	33,758	18,925	52,683	53,200
TOTAL EXPENDITURES	1,056,161	999,627	1,040,364	791,967	1,011,337	597,959	374,726	972,685	1,035,196
Excess (deficiency) of revenues Over (under) expenditures	(211,043)	(80,617)	131,842	191,330	(9,405)	389,814	(365,191)	24,622	-
OTHER FINANCING SOURCES (USES)									
Interfund Transfer - In	-	-	244,906	-	-	-	-	-	-
Operating Transfers-Out	-	-	(231,038)	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(9,405)	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	13,868	-	(9,405)	-	-	-	-
Net change in fund balance	(211,043)	(80,617)	145,710	191,330	(9,405)	389,814	(365,191)	24,622	-
FUND BALANCE, BEGINNING	698,449	487,406	406,789	552,499	743,829	743,829	-	743,829	768,451
FUND BALANCE, ENDING	\$ 487,406	\$ 406,789	\$ 552,499	\$ 743,829	\$ 734,424	\$ 1,133,643	\$ (365,191)	\$ 768,451	\$ 768,451

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 768,451
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	48,369
Total Funds Available (Estimated) - 9/30/2023	816,820

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,200
Prepaid Items	1,925
Subtotal	<u>10,125</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		236,707	(1)
Reserve - Roads & Streetlights - Prior Years	224,818		(2)
Reserve - Roads & Streetlights - FY 2022	15,369		(3)
Reserve - Roads & Streetlights - Actual Expensed	(40,741)		(4)
Reserve - Roads & Streetlights - Current Budget Year	15,369	214,815	(5)
Reserve - Arbor - Prior Years		2,500	(3)
Reserve - Air Conditioner - FY 2022	15,000		(3)
Reserve - Air Conditioner - Actual Expensed	(15,000)		(4)
Reserve - Air Conditioner - Current Budget Year	5,000	5,000	(5)
Reserve - Roof - Prior Years	110,000		(2)
Reserve - Roof - FY 2022	25,000		(3)
Reserve - Roof - Current Budget Year	25,000	160,000	(5)
Reserve - Swimming Pools - Prior Years	23,239		(2)
Reserve - Swimming Pools - FY 2022	3,000		(3)
Reserve - Swimming Pools - Current Budget Year	3,000	29,239	(5)
Subtotal		<u>648,261</u>	

Total Allocation of Available Funds	658,386
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Total Available for Projects	\$ 108,434
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Total Unassigned (undesignated) Cash	\$ 50,000
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Notes

- (1) Represent approximately 3 months of operating expenditures
- (2) Represents Reserves from Prior Years thru FY 2021
- (3) Represents Reserves for FY 2022
- (4) Represents actual expense in FY 2022
- (5) Represents Reserves for Current Budget Year FY 2023

Budget Narrative
Fiscal Year 2023

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.

Access Cards

The District receives amounts for access cards that operate the Fitness Center.

Budget Narrative
Fiscal Year 2023

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.

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.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Administrative (continued)

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.

R&M - ADA Compliance

This is for the cost of the ADA compliance for the website, etc.

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.

Annual District Filing Fee

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Other Public Safety

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.

Miscellaneous Programming & Services

This is to be able to run the new cloud data base program and phone service for the 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.

Contracts - Irrigation

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

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field (continued)

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.

R&M – Entry Feature

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

R&M - Irrigation

This includes any repairs and maintenance to the irrigation system.

R&M - Lake

This includes any repairs and 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.

R&M - Pumps

This is for quarterly pump maintenance contract.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field (continued)

Miscellaneous – Special Projects

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

Natural Disaster Expense

This is for any natural disaster expenses that may occur during or after a major weather event.

Miscellaneous - Contingency

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

Capital Outlay

This is for the maintenance cart that belongs to 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.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Road and Street Facilities (continued)

Capital Outlay – Sidewalk Improvement

This is for the sidewalks along the lake.

Capital Outlay – Streetlight Improvement

This is for the 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.

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.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Parks and Recreation – General (continued)

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 – Holiday Decorations

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

Miscellaneous - Cable TV Expenses

This includes the cable TV expenses in the recreational center.

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 a new phone system and sound system for the Lodge.

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Parks and Recreation – General (continued)

Capital Outlay – Clubhouse

This is for the capital items for the clubhouse that need to be replaced.

Reserve – Air Conditioner

This is for the reserve for the air conditioner of the clubhouse that will need to be replaced.

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 will need upgrading.

Special Recreation Facilities

Miscellaneous Services

This includes bank charges and miscellaneous expenditures for the Activities Dept.

Miscellaneous – Event Expense

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

Miscellaneous – Social Committee

This is for the food and drink expenditures for the events which include the poolside lunch and the 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.

HERITAGE OAK PARK
Community Development District

Debt Service Budget
Fiscal Year 2023

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU MAY-2022	PROJECTED JUN- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
REVENUES							
Interest - Investments	\$ -	\$ 6	\$ -	\$ 8	\$ -	\$ 8	\$ -
Special Assmnts- Tax Collector	-	197,323	197,323	196,106	1,217	197,323	197,323
Special Assmnts- Discounts	-	(7,324)	(7,893)	(7,250)	-	(7,250)	(7,893)
TOTAL REVENUES	-	190,005	189,430	188,864	1,217	190,081	189,430
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	1,286	3,946	3,777	24	3,801	3,946
Total Administrative	-	1,286	3,946	3,777	24	3,801	3,946
<i>Debt Service</i>							
Principal Debt Retirement	-	-	126,426	126,426	-	126,426	128,777
Interest Expense	-	12,099	74,370	59,279	-	59,279	69,135
Total Debt Service	-	12,099	200,796	185,705	-	185,705	197,912
TOTAL EXPENDITURES	-	13,385	204,742	189,482	24	189,506	201,858
Excess (deficiency) of revenues Over (under) expenditures	-	176,620	(15,312)	(618)	1,193	575	(12,428)
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	3,000	-	-	-	-	-
Debt Proceeds	18,548	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	(15,312)	-	1,193	1,193	(12,428)
TOTAL OTHER SOURCES (USES)	18,548	3,000	(15,312)	-	1,193	1,193	(12,428)
Net change in fund balance	18,548	179,620	(15,312)	(618)	1,193	1,767	(12,428)
FUND BALANCE, BEGINNING	-	18,548	198,168	198,168	-	198,168	199,935
FUND BALANCE, ENDING	\$ 18,548	\$ 198,168	\$ 182,856	\$ 197,550	\$ 1,193	\$ 199,935	\$ 187,507

Loan Amortization Schedule

Nominal Annual Rate: 3.690%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Balance	Principal	Rate	Interest	Payment
11/1/2022	1,873,573.62			34,567.43	34,567.43
5/1/2023	1,873,573.62	128,776.95	3.69%	34,567.43	163,344.38
11/1/2023	1,744,796.67			32,191.50	32,191.50
5/1/2024	1,744,796.67	131,171.22	3.69%	32,191.50	163,362.72
11/1/2024	1,613,625.45			29,771.39	29,771.39
5/1/2025	1,613,625.45	133,610.01	3.69%	29,771.39	163,381.40
11/1/2025	1,480,015.44			27,306.28	27,306.28
5/1/2026	1,480,015.44	136,094.15	3.69%	27,306.28	163,400.43
11/1/2026	1,343,921.29			24,795.35	24,795.35
5/1/2027	1,343,921.29	138,624.46	3.69%	24,795.35	163,419.81
11/1/2027	1,205,296.83			22,237.73	22,237.73
5/1/2028	1,205,296.83	141,201.83	3.69%	22,237.73	163,439.56
11/1/2028	1,064,095.00			19,632.55	19,632.55
5/1/2029	1,064,095.00	143,827.11	3.69%	19,632.55	163,459.66
11/1/2029	920,267.89			16,978.94	16,978.94
5/1/2030	920,267.89	146,501.21	3.69%	16,978.94	163,480.15
11/1/2030	773,766.68			14,276.00	14,276.00
5/1/2031	773,766.68	149,225.02	3.69%	14,276.00	163,501.02
11/1/2031	624,541.66			11,522.79	11,522.79
5/1/2032	624,541.66	151,999.47	3.69%	11,522.79	163,522.26
11/1/2032	472,542.19			8,718.40	8,718.40
5/1/2033	472,542.19	154,621.46	3.69%	8,718.40	163,339.86
11/1/2033	317,920.73			5,865.64	5,865.64
5/1/2034	317,920.73	157,496.25	3.69%	5,865.64	163,361.89
11/1/2034	160,424.48			2,959.83	2,959.83
5/1/2035	160,424.48	160,424.48	3.69%	2,959.83	163,384.31
Total		\$ 1,873,573.62		\$ 501,647.66	\$ 2,375,221.28

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedule
Fiscal Year 2023

**Comparison of Assessment Rates
Fiscal Year 2023 vs. Fiscal Year 2022**

Product	General Fund			Debt Service 2020			Total Assessments per Unit			Units
	FY 2023	FY 2022	Percent Change	FY 2023	FY 2022	Percent Change	FY 2023	FY 2022	Percent Change	
SF	\$1,455.17	\$1,405.17	3.6%	\$324.03	\$324.03	0.0%	\$1,779.20	\$1,729.20	2.9%	39
MF	\$1,455.17	\$1,405.17	3.6%	\$282.39	\$282.39	0.0%	\$1,737.56	\$1,687.56	3.0%	654
										693