

**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, June 16, 2016 at 10:07 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Olin Earl Bell  
Donald Oppenheim  
Betty Keller  
Douglas Blake  
Bud Barnhouse

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Calvin Teague  
Michelle Egan  
Residents

District Manager  
Project Manager

*The following is a summary of the minutes and actions taken at the June 16, 2016 meeting of the Heritage Oak Park CDD Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Bell called the meeting to order and Mr. Teague 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**

There not being any, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. Approval of the Minutes of the May 12, 2016 Continued Meeting
- B. Approval of the Minutes of the May 19, 2016 Meeting
- C. Financial Statements and Check Register
- D. Field Management Report
- E. Maintenance and Activity Monthly Reports

On MOTION by Mr. Blake seconded by Mr. Oppenheim with all in favor the consent agenda was approved.

- Mr. Blake asked to add to the agenda under Old Business:
  - 5C, Discussion of HOPCA Request for Additional Space
  - 5D, Discussion on the HOPCA Lease Agreement.

On MOTION by Mr. Blake seconded by Ms. Keller with all in favor the Board approved adding two items to the agenda 5C, Discussion of HOPCA Request for Additional Space and 5D, Discussion on the HOPCA Lease Agreement.

## **FIFTH ORDER OF BUSINESS**

### **Old Business**

#### **A. Parking Lot Rehab Update**

- Ms. Egan updated the Board on the parking lot renovation.
- Due to another permit being necessary, the project was delayed. The permit is now in place.
- The contractor, Rose Paving, will wait until the asphalt is dry for two full days and then the work will begin.

#### **B. Lake Maintenance Discussion**

- Mr. Teague noted Aquagenix provided the bathymetric report and did an analysis of the coring.
- Ms. Meadows reviewed the report and noted aeration would help, which would cost estimated \$5,000. She recommended annually moving the diffusers on the lake bank and explore the opportunity for another compressor to power at least two diffusers.
- Ms. Egan will get estimates for this work from Vertex, the current aerator maintenance firm.

#### **C. Discussion of HOPCA Request for Additional Space**

- Mr. Blake noted presently the agreement for rent paid for HOPCA use of the office is in limbo. The reason being HOPCA Board prefers to discuss the possibility of additional space for their use for reasons that have been discussed openly in the past. The question of space for both the CDD and HOPCA management has been an issue for a long time. Several attempts have been made to correct this.

- In order for Ms. Egan to get to her office, she has to walk through the HOPCA Manager's office. If he is in a business discussion with a vendor or a resident, it is interrupted. There is no privacy factor.
- A proposal from Commercial Building Consultants was received to create additional administrative office space for HOPCA. The cost is \$1,800.
- Mr. Blake elaborated on the CBC proposal with options.

Mr. Blake MOVED to accept the proposal from Commercial Building Consultants in the amount of \$1,800 to prepare a Feasibility Study – Adding Administration Office Space and Ms. Keller seconded the motion.

- The majority of the Supervisors could not support the expense or felt the necessity to have a study performed.
- The Chairman asked for comments and questions from the audience. There being none,

On VOICE vote with Ms. Keller, Mr. Oppenheim, Mr. Barnhouse and Mr. Belle voting nay and Mr. Blake voting aye, the prior motion was rejected.

- Mr. Blake requested officially notifying HOPCA that the CDD Board does not intend to pursue the matter any further.
- Staff will prepare a letter regarding finding additional space.
- Mr. Bell requested any further requests from HOPCA or residents or condos be sent to Ms. Egan in written format in advance in order to notify the Board so they know what will be discussed before the day of the meeting and gain knowledge of the subject.

Mr. Blake MOVED to send the letter to HOPCA as noted above, however, the motion died due to the lack of a second.

**D. Discussion on the HOPCA Lease Agreement**

- Mr. Blake spoke about whether HOPCA agreed to the \$100/month increase in rental fees. HOPCA disagreed. He noted that issue is in limbo and it should be resolved.
- Staff will prepare a letter to HOPCA.

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Joint Newsletter Consideration**

- Ms. Egan noted HOPCA decided to publish their own newsletter without the District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

There not being any, the next item followed.

**C. Manager**

**i. Discussion on the Proposed Budget for Fiscal Year 2017**

- Mr. Teague noted the budget public hearing will be held August 18, 2016. The public hearing has been advertised.

**EIGHTH ORDER OF BUSINESS**

**On-Site Administration Report**

**A. Project Updates**

- Ms. Egan updated the Board on current projects.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

- Mr. Blake asked if Ray, Maintenance Technician, was working overtime in order to catch up with maintenance tasks.
- Ms. Keller noted in light of what happened with the alligator attack in Orlando and listening to comments from attorneys, that Disney is responsible, maybe the District should install signs stating, "Be Aware of Alligators" and "Do Not Swim" in the water.
- Mr. Teague agreed signs stating, "No Swimming" can be installed and would cost less than \$500. Staff will handle.
- Mr. Bell felt the Lodge should be upgraded. It is 16 years old and should be upgrade to be made presentable. He is preparing a package for the Board's review in the near future to see what recommendations are received from professional interior or exterior design people.
- Mr. Bell requested a current copy of the insurance policy including property and insurance liability. He had a copy of the 2005 insurance policy with him.
- A long discussion on this ensued.

- Mr. Bell noted if no one objects, he wanted to continue to work with the designer to come back with a program for Board review. He asked that the Supervisor sends recommendations to Ms. Egan.

**TENTH ORDER OF BUSINESS**

**Feedback on Comments of Previous Board Meeting**

There not being any, the next item followed.

**ELEVENTH ORDER OF BUSINESS**


**Audience Comments**


- Mr. Bob Tingley commented on the front entrance. It needs improvement because it looks worn. He felt added mulch and other landscape enhancements would spruce up the entranceway. He commented on adding sod. Ms. Egan will follow up on this.
- Mr. John Sanders agreed on upgrades for the Lodge which should include options for space to accommodate the HOPCA.
- Mr. Bell noted he and Ray looked at the old sign for real estate sales. It is on concrete posts so they would remove the letters and paint the face of the sign to make it look better. The Board agreed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting adjourned at 10:59 a.m.

  
\_\_\_\_\_  
Calvin Teague  
Secretary

  
\_\_\_\_\_  
Olin Earl Bell  
Chairman