

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE FOR THE
APRIL 21, 2022
WORKSHOP & REGULAR MEETINGS

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

April 14, 2022

Board of Supervisors
Heritage Oak Park Community Development District

Dear Board Members:

A workshop and regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District will be held **Thursday, April 21, 2022 at 9:00 a.m.**, at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

Agenda

Thursday, April 21, 2022 – Workshop 9:00 a.m. followed by Regular Meeting

Workshop Meeting

- Discussion of Fiscal Year 2023 Operations and Maintenance Budget
- Fiscal Year 2023 Proposed Budget v2.

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 March 17, 2022 Meeting
 - B. Financials and Check Register for March 31, 2022
6. New Business
 - A. Radio Antenna
 - B. Lodge A/C
 - C. Pool Furniture
7. Old Business
8. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - i. Discussion of the FY 2023 Proposed Budget v2.
 - ii. Discussion of Proposal for Stormwater Assessment
9. On-Site Administration Report – Project Updates
10. Supervisor Requests
11. Audience Comments
12. Adjournment

Next meeting May 19, 2022

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.

Sincerely,
Bob Koncar
District Manager

WORKSHOP

HERITAGE OAK PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2023

Version 2 - Proposed Budget

(Printed on 04/12/22 3:45pm)

Prepared by:



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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 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	FY 2021	BUDGET	THRU	APR-	PROJECTED	BUDGET
					FY 2022	MAR-2022	SEP-2022	FY 2022	FY 2023
REVENUES									
Interest - Investments	\$ 5,179	\$ 8,835	\$ 1,359	\$ 275	\$ 5,000	\$ 48	\$ 90	\$ 138	\$ 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	-	300	300	500
Recreational Activity Fees	43,189	47,790	31,238	5,994	53,200	23,299	1,200	24,499	53,200
Special Assmnts- Tax Collector	808,592	877,705	936,042	973,783	973,783	912,135	61,648	973,783	973,783
Special Assmnts- Discounts	(29,649)	(31,900)	(34,100)	(36,123)	(38,951)	(35,281)	(195)	(35,476)	(38,951)
Other Miscellaneous Revenues	13,412	10,787	202,523	34,914	3,800	3,700	-	3,700	3,800
Gate Bar Code/Remotes	646	1,376	674	927	1,000	1,011	300	1,311	1,200
Access Cards	-	560	246	246	600	152	125	277	600
Insurance Reimbursements	-	-	28,275	-	-	-	-	-	-
TOTAL REVENUES	845,118	919,010	1,172,206	983,297	1,001,932	906,564	64,968	971,532	1,001,932
EXPENDITURES									
Administrative									
P/R-Board of Supervisors	11,600	11,600	10,800	11,200	12,000	6,000	6,000	12,000	12,000
FICA Taxes	887	887	826	857	918	459	459	918	918
ProfServ-Engineering	-	1,928	23,853	18,418	10,000	1,635	600	2,235	10,000
ProfServ-Legal Services	3,505	8,396	9,869	10,101	6,000	2,069	2,400	4,469	6,000
ProfServ-Mgmt Consulting Serv	60,738	60,923	63,637	65,547	67,514	33,757	33,757	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	4,000	500	4,500	4,700
Communication/Freight - Gen'l	1,417	1,458	1,422	457	1,500	529	450	979	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	460	640	1,100	1,100
Miscellaneous Services	512	5,088	195	79	3,000	18	600	618	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	17,537	1,233	18,770	19,476
Office Supplies	-	-	15	-	360	15	100	115	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	90,479	46,739	137,218	156,049

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL	PROJECTED	TOTAL	ANNUAL BUDGET FY 2023
						THRU MAR-2022	APR- SEP-2022	PROJECTED FY 2022	
<i>Other Public Safety</i>									
Contracts-Mgmt Services	7,725	-	-	-	-	-	-	-	-
R&M-Gate	4,286	7,134	4,917	4,393	3,500	1,578	2,500	4,078	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	1,500	3,330	3,600
Misc-Programming & Services	-	-	-	-	-	-	-	-	1,500
Capital Outlay	-	-	-	-	-	1,125	-	1,125	-
<i>Total Other Public Safety</i>	14,631	11,040	5,904	4,832	8,100	5,219	4,300	9,519	9,600
<i>Field</i>									
Contracts-Mgmt Services	110,739	114,061	117,483	127,272	131,709	65,855	65,854	131,709	135,661
Contracts-Lake and Wetland	6,120	6,120	6,120	6,120	6,120	3,060	3,060	6,120	6,120
Contracts-Landscape	83,996	83,996	86,515	86,515	89,111	44,555	44,555	89,110	91,784
Contracts-Irrigation	47,028	49,140	45,900	46,818	48,223	23,877	23,877	47,754	49,188
Utility - General	35,398	37,802	38,027	31,147	43,320	20,009	22,800	42,809	45,600
Utility - Water & Sewer	7,398	8,379	8,795	15,148	10,000	7,219	7,200	14,419	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	3,200	4,300	7,500	7,500
R&M-Irrigation	107,179	104,526	119,559	77,807	31,400	16,428	12,000	28,428	31,400
R&M-Lake	2,877	6,100	20,687	13,125	22,100	-	6,000	6,000	21,750
R&M-Plant Replacement	2,960	324	5,762	1,393	7,000	5,301	1,700	7,001	7,000
R&M-Trees and Trimming	1,750	5,254	5,545	4,025	7,500	200	7,300	7,500	7,500
R&M-Pumps	5,538	2,500	10,404	2,750	2,160	500	540	1,040	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	389	4,611	5,000	5,000
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	-	-	-	-	-	-
<i>Total Field</i>	557,109	500,483	543,942	480,592	507,185	229,209	255,213	484,422	517,648

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	FY 2021	BUDGET FY 2022	THRU MAR-2022	APR- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
<i>Road and Street Facilities</i>									
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	36,791	-	36,791	15,369
<i>Total Road and Street Facilities</i>	78,179	24,652	56,509	44,666	63,369	38,154	46,637	84,791	63,369
<i>Parks and Recreation - General</i>									
Contracts-Mgmt Services	59,307	74,911	72,807	16,838	34,157	17,079	5,226	22,305	34,157
Contracts-Janitorial Services	18,123	18,960	18,960	18,960	18,960	9,480	9,480	18,960	18,960
Contracts-Pools	10,800	10,800	10,800	8,100	10,800	5,484	5,567	11,051	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	3,987	4,207	8,194	8,580
R&M-Clubhouse	79,674	100,335	60,458	9,439	50,000	5,102	37,398	42,500	50,000
R&M-Parks	32,540	31,892	12,253	12,090	15,000	2,037	12,000	14,037	15,000
R&M-Pools	8,083	2,420	6,872	8,883	4,500	3,859	3,000	6,859	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	3,330	1,200	4,530	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	2,699	2,168	4,867	4,560
Office Supplies	3,873	3,434	3,546	3,718	3,000	1,676	1,260	2,936	3,000
OpSupplies - General	2,209	5,645	3,058	3,448	6,000	1,677	1,890	3,567	6,000
Cap Outlay - Equipment	-	-	1,091	7,200	8,000	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	10,488	37,855	-	15,000	6,595	8,405	15,000	15,000
Reserve - Air Conditioner	-	-	-	-	15,000	-	-	-	15,000
Reserve - Roof	-	-	5,000	-	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	-	8,736	3,000	-	-	-	3,000
<i>Total Parks and Recreation - General</i>	244,511	272,972	248,777	113,369	227,027	64,688	101,801	166,489	228,141

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

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU MAR-2022	PROJECTED APR- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
Special Recreation Facilities									
Miscellaneous Services	3,133	5,470	1,087	324	4,500	975	1,125	2,100	4,500
Misc-Event Expense	22,932	33,221	16,092	2,129	21,000	8,158	6,000	14,158	21,000
Misc-Social Committee	19,591	24,734	16,609	5,400	26,700	14,909	12,000	26,909	26,700
Misc-Trips and Tours	-	-	-	-	500	-	-	-	500
Office Supplies	727	763	386	518	500	536	125	661	500
Total Special Recreation Facilities	46,383	64,188	34,174	8,371	53,200	24,578	19,250	43,828	53,200
TOTAL EXPENDITURES	1,056,161	999,627	1,040,364	791,967	1,011,337	452,327	473,940	926,267	1,028,007
Excess (deficiency) of revenues									
Over (under) expenditures	(211,043)	(80,617)	131,842	191,330	(9,405)	454,237	(408,972)	45,264	(26,075)
OTHER FINANCING SOURCES (USES)									
Interfund Transfer - In	-	-	244,906	-	-	-	-	-	-
Operating Transfers-Out	-	-	(231,038)	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(9,405)	-	-	-	(26,075)
TOTAL OTHER SOURCES (USES)	-	-	13,868	-	(9,405)	-	-	-	(26,075)
Net change in fund balance	(211,043)	(80,617)	145,710	191,330	(9,405)	454,237	(408,972)	45,264	(26,075)
FUND BALANCE, BEGINNING	698,449	487,406	406,789	552,499	743,829	743,829	-	743,829	789,093
FUND BALANCE, ENDING	\$ 487,406	\$ 406,789	\$ 552,499	\$ 743,829	\$ 734,424	\$ 1,198,066	\$ (408,972)	\$ 789,093	\$ 763,018

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 789,093
Net Change in Fund Balance - Fiscal Year 2023	(26,075)
Reserves - Fiscal Year 2023 Additions	58,369
Total Funds Available (Estimated) - 9/30/2023	821,387

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,200
Prepaid Items	3,841
Subtotal	<u>12,041</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		242,410	(1)
Reserve - Roads & Streetlights - Prior Years	224,848		(2)
Reserve - Roads & Streetlights - FY 2022	15,369		(3)
Reserve - Roads & Streetlights - Actual Expensed	(36,791)		(4)
Reserve - Roads & Streetlights - Current Budget Year	15,369	218,795	(5)
Reserve - Arbor - Prior Years		2,500	(3)
Reserve - Air Conditioner - FY 2022	15,000		(3)
Reserve - Air Conditioner - Current Budget Year	15,000	30,000	(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>682,944</u>	

Total Allocation of Available Funds	694,985
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Total Available for Projects	\$ 76,402
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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

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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.

HERITAGE OAK PARK
Community Development District

General Fund

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 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU MAR-2022	PROJECTED APR- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
REVENUES							
Interest - Investments	\$ -	\$ 6	\$ -	\$ 5	\$ -	\$ 5	\$ -
Special Assmnts- Tax Collector	-	197,323	197,323	184,765	12,558	197,323	197,323
Special Assmnts- Discounts	-	(7,324)	(7,893)	(7,149)	(40)	(7,189)	(7,893)
TOTAL REVENUES	-	190,005	189,430	177,621	12,518	190,139	189,430
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	1,286	3,946	3,552	251	3,803	3,946
Total Administrative	-	1,286	3,946	3,552	251	3,803	3,946
<i>Debt Service</i>							
Principal Debt Retirement	-	-	126,426	-	126,426	126,426	128,777
Interest Expense	-	12,099	74,370	22,379	36,900	59,279	69,135
Total Debt Service	-	12,099	200,796	22,379	163,326	185,705	197,912
TOTAL EXPENDITURES	-	13,385	204,742	25,931	163,578	189,509	201,858
Excess (deficiency) of revenues Over (under) expenditures	-	176,620	(15,312)	151,690	(151,059)	631	(12,428)
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	3,000	-	-	-	-	-
Debt Proceeds	18,548	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	(15,312)	-	(151,059)	(151,059)	(12,428)
TOTAL OTHER SOURCES (USES)	18,548	3,000	(15,312)	-	(151,059)	(151,059)	(12,428)
Net change in fund balance	18,548	179,620	(15,312)	151,690	(151,059)	(150,428)	(12,428)
FUND BALANCE, BEGINNING	-	18,548	198,168	198,168	-	198,168	47,740
FUND BALANCE, ENDING	\$ 18,548	\$ 198,168	\$ 182,856	\$ 349,858	\$ (151,059)	\$ 47,740	\$ 35,312

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	\$1,405.17	\$1,405.17	0.0%	\$324.03	\$324.03	0.0%	\$1,729.20	\$1,729.20	0.0%	39
MF	\$1,405.17	\$1,405.17	0.0%	\$282.39	\$282.39	0.0%	\$1,687.56	\$1,687.56	0.0%	654
										693

REGULAR MEETING

Fifth Order of Business

5A

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

The workshop and regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, March 17, 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	District Manager, Inframark
Michelle Egan	Project Manager, Inframark
Jackie Wells	Activities Coordinator, Inframark

The following is a summary of the minutes and actions taken.

Workshop Meeting

- Discussion of Fiscal Year 2023 Capital Budget
- Financial Report – February 28, 2022
- Fiscal Year 2023 Proposed Budget v1.

The following items were discussed:

- Laptop to match desktop for Michelle Egan to work at home (CDD computer)
- New chairs in the sports bar.
- New maintenance cart.
- Roads: Maintenance overlay.
- Gator for the park.
- Streetlights
- Air conditioners
- Garage expansion.
- Pool filters.
- Roof review.

Regular Meeting

The following is a summary of the minutes and actions taken at the regular meeting.

Due to recording equipment failure, the minutes transcribed below were taken from the notes of this meeting submitted by the District Manager.

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.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- No audience comments.

FOURTH ORDER OF BUSINESS

Comments from the Chairman

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the February 17, 2022 Meeting**
- B. Financial Statements and Check Register for February 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

SEVENTH ORDER OF BUSINESS

Old Business

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Attorney**
- B. District Engineer**
- C. Manager**
 - i. Resolution 2022-01 Confirming the Use of the Charlotte County Supervisor of Elections to Conduct the Fiscal Year 2022 General Election**

On MOTION by Mr. Horseman seconded by Mr. Bitgood with all in favor confirming the District's use of the Charlotte County SOE to continue conducting the District's election of Supervisors for the General Election of 2022 was approved. 5-0

NINTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

Ms. Egan reported on the following:

- The pool lift.
- Pool filters and the requirement to back wash every day to clear the filters.
- The irrigation project and the progress to date.

TENTH ORDER OF BUSINESS

Supervisor Requests

Supervisor Weeks mentioned that some people are walking on the wrong side of the road. It would be good to put up signs on which side of the road people should walk on.

Mr. Weeks MOVED seconded by Mr. Carey to put up signs on which side of the road people should walk on.

Discussion ensued.

On VOICE Vote with Mr. Weeks voting AYE and Mr. Carey, Mr. Horsman, Mr. Bitgood and Mr. Falduto voting Nay the motion failed.

Supervisor Bitgood mentioned that hurricane season is coming and discussed tree trimming.

ELEVENTH ORDER OF BUSINESS

Audience Comments

TWELFTH ORDER OF BUSINESS

Adjournment

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

Secretary

Paul Falduto
Chairman

5B

HERITAGE OAK PARK
Community Development District

Financial Report

March 31, 2022

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

March 31, 2022

Balance Sheet
March 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	SERIES 2020 CAPITAL PROJECTS FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 1,173,442	\$ -	\$ -	\$ 1,173,442
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable - Other	1,129	-	-	1,129
Allow -Doubtful Accounts	(1,328)	-	-	(1,328)
Assessments Receivable	1,328	-	-	1,328
Due From Other Funds	-	18,441	-	18,441
Investments:				
Money Market Account	51,868	-	-	51,868
Construction Fund	-	-	535,866	535,866
Reserve Fund	-	19,789	-	19,789
Revenue Fund	-	311,628	-	311,628
Prepaid Items	3,841	-	-	3,841
Deposits	8,200	-	-	8,200
TOTAL ASSETS	\$ 1,238,680	\$ 349,858	\$ 535,866	\$ 2,124,404
LIABILITIES				
Accounts Payable	\$ 13,735	\$ -	\$ -	\$ 13,735
Accrued Expenses	8,417	-	-	8,417
Sales Tax Payable	21	-	-	21
Due To Other Funds	18,441	-	-	18,441
TOTAL LIABILITIES	40,614	-	-	40,614
FUND BALANCES				
Nonspendable:				
Prepaid Items	3,841	-	-	3,841
Deposits	8,200	-	-	8,200
Restricted for:				
Debt Service	-	349,858	-	349,858
Capital Projects	-	-	535,866	535,866
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:	587,226	-	-	587,226
TOTAL FUND BALANCES	\$ 1,198,066	\$ 349,858	\$ 535,866	\$ 2,083,790
TOTAL LIABILITIES & FUND BALANCES	\$ 1,238,680	\$ 349,858	\$ 535,866	\$ 2,124,404

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 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	MAR-22 BUDGET	MAR-22 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 2,500	\$ 48	\$ (2,452)	0.96%	\$ 417	\$ 8
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	750	750
Room Rentals	500	-	-	-	0.00%	-	-
Recreational Activity Fees	53,200	26,600	23,299	(3,301)	43.80%	-	-
Special Assmnts- Tax Collector	973,783	915,155	912,135	(3,020)	93.67%	15,900	15,609
Special Assmnts- Discounts	(38,951)	(38,351)	(35,281)	3,070	90.58%	(620)	(306)
Other Miscellaneous Revenues	3,800	3,700	3,700	-	97.37%	-	-
Gate Bar Code/Remotes	1,000	1,000	1,011	11	101.10%	300	281
Access Cards	600	163	152	(11)	25.33%	25	23
TOTAL REVENUES	1,001,932	912,267	906,564	(5,703)	90.48%	16,772	16,365
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	6,000	6,000	-	50.00%	1,000	1,000
FICA Taxes	918	459	459	-	50.00%	77	77
ProfServ-Engineering	10,000	5,000	1,635	3,365	16.35%	833	390
ProfServ-Legal Services	6,000	3,000	2,069	931	34.48%	500	67
ProfServ-Mgmt Consulting	67,514	33,757	33,757	-	50.00%	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	4,000	4,000	-	69.57%	2,000	2,000
Communication/Freight - Gen'l	1,500	750	529	221	35.27%	125	114
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	460	460	-	41.82%	80	80
Miscellaneous Services	3,000	1,500	18	1,482	0.60%	-	-
Misc-Bank Charges	2,400	-	-	-	0.00%	-	-
Misc-Assessment Collection Cost	19,476	18,103	17,537	566	90.04%	260	306
Office Supplies	360	180	15	165	4.17%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	152,456	95,647	90,479	5,168	59.35%	10,501	9,660
Other Public Safety							
R&M-Gate	3,500	1,750	1,578	172	45.09%	292	735
R&M-Gatehouse	1,000	500	686	(186)	68.60%	-	-
R&M-Security Cameras	3,600	1,800	1,830	(30)	50.83%	-	-
Capital Outlay	-	-	1,125	(1,125)	0.00%	-	1,125
Total Other Public Safety	8,100	4,050	5,219	(1,169)	64.43%	292	1,860
Field							
Contracts-Mgmt Services	131,709	65,855	65,855	-	50.00%	10,976	10,976
Contracts-Lake and Wetland	6,120	3,060	3,060	-	50.00%	510	510
Contracts-Landscape	89,111	44,556	44,555	1	50.00%	7,426	7,426
Contracts-Irrigation	48,223	24,111	23,877	234	49.51%	4,019	3,980
Utility - General	43,320	21,660	20,009	1,651	46.19%	3,610	4,168
Utility - Water & Sewer	10,000	5,000	7,219	(2,219)	72.19%	833	1,158
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	3,200	3,200	-	42.67%	-	-
R&M-Irrigation	31,400	15,700	16,428	(728)	52.32%	2,617	4,541
R&M-Lake	22,100	-	-	-	0.00%	-	-
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 March 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	MAR-22 BUDGET	MAR-22 ACTUAL
R&M-Trees and Trimming	7,500	200	200	-	2.67%	-	-
R&M-Pumps	2,160	500	500	-	23.15%	-	-
Misc-Special Projects	10,930	3,800	3,800	-	34.77%	-	-
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	389	389	-	7.78%	-	-
Capital Outlay	25,560	1,275	1,275	-	4.99%	-	-
Total Field	507,185	234,159	229,209	4,950	45.19%	29,991	32,759
<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	36,791	(21,422)	239.38%	-	3,930
Total Road and Street Facilities	63,369	16,732	38,154	(21,422)	60.21%	-	3,930
<u>Parks and Recreation - General</u>							
Contracts-Mgmt Services	34,157	17,079	17,079	-	50.00%	2,846	2,846
Contracts-Janitorial Services	18,960	9,480	9,480	-	50.00%	1,580	1,580
Contracts-Pools	10,800	5,400	5,484	(84)	50.78%	900	928
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,580	4,290	3,987	303	46.47%	715	611
R&M-Clubhouse	50,000	25,000	5,102	19,898	10.20%	4,167	1,744
R&M-Parks	15,000	7,500	2,037	5,463	13.58%	1,250	1,698
R&M-Pools	4,500	2,250	3,859	(1,609)	85.76%	375	3,065
R&M-Tennis Courts	2,000	-	-	-	0.00%	-	-
Miscellaneous Services	2,400	1,200	3,330	(2,130)	138.75%	-	-
Holiday Decoration	750	750	635	115	84.67%	-	-
Misc-Cable TV Expenses	3,780	1,890	2,699	(809)	71.40%	315	937
Office Supplies	3,000	1,500	1,676	(176)	55.87%	250	597
Op Supplies - General	6,000	3,000	1,677	1,323	27.95%	500	397
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	15,000	6,595	6,595	-	43.97%	-	-
Reserves- A/C	15,000	-	-	-	0.00%	-	-
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	-	-	-	0.00%	-	-
Total Parks and Recreation - General	227,027	87,034	64,688	22,346	28.49%	12,898	14,403
<u>Special Recreation Facilities</u>							
Miscellaneous Services	4,500	2,250	975	1,275	21.67%	375	373
Misc-Event Expense	21,000	10,500	8,158	2,342	38.85%	1,750	1,214
Misc-Social Committee	26,700	13,350	14,909	(1,559)	55.84%	2,225	4,981
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	250	536	(286)	107.20%	42	22
Total Special Recreation Facilities	53,200	26,350	24,578	1,772	46.20%	4,392	6,590
TOTAL EXPENDITURES	1,011,337	463,972	452,327	11,645	44.73%	58,074	69,202

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 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	MAR-22 BUDGET	MAR-22 ACTUAL
Excess (deficiency) of revenues							
Over (under) expenditures	(9,405)	448,295	454,237	5,942	-4829.74%	(41,302)	(52,837)
OTHER FINANCING SOURCES (USES)							
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)	\$ 448,295	\$ 454,237	\$ 5,942	-4829.74%	\$ (41,302)	\$ (52,837)
FUND BALANCE, BEGINNING (OCT 1, 2021)	743,829	743,829	743,829				
FUND BALANCE, ENDING	<u>\$ 734,424</u>	<u>\$ 1,192,124</u>	<u>\$ 1,198,066</u>				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 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	MAR-22 BUDGET	MAR-22 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 5	\$ 5	0.00%	\$ -	\$ 1
Special Assmnts- Tax Collector	197,323	185,496	184,765	(731)	93.64%	3,346	3,179
Special Assmnts- Discounts	(7,893)	(7,259)	(7,149)	110	90.57%	(72)	(62)
TOTAL REVENUES	189,430	178,237	177,621	(616)	93.77%	3,274	3,118
EXPENDITURES							
Administration							
Misc-Assessment Collection Cost	3,946	3,710	3,552	158	90.02%	67	62
Total Administration	3,946	3,710	3,552	158	90.02%	67	62
Debt Service							
Principal Debt Retirement	126,426	-	-	-	0.00%	-	-
Interest Expense	74,370	37,185	22,379	14,806	30.09%	-	-
Total Debt Service	200,796	37,185	22,379	14,806	11.15%	-	-
TOTAL EXPENDITURES	204,742	40,895	25,931	14,964	12.67%	67	62
Excess (deficiency) of revenues Over (under) expenditures	(15,312)	137,342	151,690	14,348	-990.66%	3,207	3,056
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)	\$ 137,342	\$ 151,690	\$ 14,348	-990.66%	\$ 3,207	\$ 3,056
FUND BALANCE, BEGINNING (OCT 1, 2021)	198,168	198,168	198,168				
FUND BALANCE, ENDING	\$ 182,856	\$ 335,510	\$ 349,858				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 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	MAR-22 BUDGET	MAR-22 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 22	\$ 22	0.00%	\$ -	\$ 3
TOTAL REVENUES	-	-	22	22	0.00%	-	3
EXPENDITURES							
Construction In Progress							
Construction in Progress	-	-	444,105	(444,105)	0.00%	-	-
Total Construction In Progress	-	-	444,105	(444,105)	0.00%	-	-
TOTAL EXPENDITURES	-	-	444,105	(444,105)	0.00%	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	(444,083)	(444,083)	0.00%	-	3
Net change in fund balance	\$ -	\$ -	\$ (444,083)	\$ (444,083)	0.00%	\$ -	\$ 3
FUND BALANCE, BEGINNING (OCT 1, 2021)	-	-	979,949				
FUND BALANCE, ENDING	\$ -	\$ -	\$ 535,866				

Notes to the Financial Statements
March 2022

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 90.5% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 44.8% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable-Other		1,129	Purchased blower for HOA to be reimbursed.
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		18,441	Due from General Fund to Debt Service and Due from Capital Projects to General Fund.
Prepaid Items		3,541	Farewell party in April, May party, July party and Holiday entertainment FY 2023.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		13,735	Invoices for current month but not paid in current month.
Accrued Expenses		8,417	Landscaping and pool service
Sales Tax Payable		21	Sales Tax for the gate remotes and access cards.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Special Assessments-Tax Collector	973,783	912,135	93.67%	Collections were at 93.6% at this time last year.
Other Misc Revenue	3,800	3,700	97.37%	Proceeds from sale of old golf cart.
Gate Bar Codes/Remotes	1,000	1,011	101.10%	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	4,000	69.57%	Audit progress payment.
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.
Legal Advertising	1,100	460	41.82%	Meetings, workshop notices, RFPs for audit firm.
<u>Public Safety</u>				
R&M-Gatehouse	1,000	686	68.60%	Installed DVR, supplies
R&M-Security Camera	3,600	1,830	50.83%	Installed license camera system at back gate.
<u>Field</u>				
Utility - Water & Sewer	10,000	7,219	72.19%	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	3,200	42.67%	Entry wall repair.
R&M-Irrigation	31,400	16,428	52.32%	Monthly irrigation service plus rerouted irrigation lines around oak trees.
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
March 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	36,791	239.38%	Street light LED extensions (10) / fixtures, supplies 19 custom made 3' powder coated extensions, lift to replace damaged pole at rear entrance.
<u>Parks & Recreation</u>				
Contracts-Pools	10,800	5,484	50.78%	Monthly pool service increased in January by \$27.84/mo.
Contracts-Pest Control	1,100	1,048	95.27%	Pest control service paid for year.
R&M-Pools	4,500	3,859	85.76%	Pool perfect, black algae treatment, pool gate safety latch, replace DE filter grids, adjust floats, changed 3hp motor, impeller & seal plate kit.
Miscellaneous Services	2,400	3,330	138.75%	Reimbursed damages done to car by inoperable gate, WiFi extender, Holiday luncheons and gift cards, miscellaneous supplies.
Misc-Holiday Decor	750	635	84.67%	Holiday decorations purchased for the 2022 Holiday season.
Misc-Cable TV Expenses	3,780	2,699	71.40%	Comcast cable services.
Office Supplies	3,000	1,676	55.87%	Copier lease, office supplies, Office 365 for Board tablets.
Cap Outlay-Clubhouse	15,000	6,595	43.97%	2017 Black Golf Cart with new batteries.
<u>Special Recreation Facilities</u>				
Misc-Social Committee	26,700	14,909	55.84%	Food for all of the events including Poolside Lunch
Office Supplies	500	536	107.20%	Miscellaneous office supplies, printer, Office 365
Debt Service Fund 203				
Expenditures				
<u>Debt Service</u>				
Principal Debt Retirement	126,426	-	0.00%	Next payment to be made in May
Interest Expense	74,370	22,379	30.09%	Next payment to be made in May
Capital Fund 303				
Expenditures				
<u>Construction in Progress</u>				
Construction in Progress	-	444,105	0.00%	Requisitions 12, 13, 16, 17, 18, 19, 20, 21, 22, 23, 24

HERITAGE OAK PARK

Community Development District

Supporting Schedules

March 31, 2022

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

					ALLOCATION	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	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
TOTAL	\$ 1,033,380	\$ 42,431	\$ 21,089	\$ 1,096,900	\$ 912,135	\$ 184,765
% COLLECTED				94%	94%	94%
TOTAL OUTSTANDING				\$ 74,205	\$ 61,648	\$ 12,557

HERITAGE OAK PARK

Community Development District

Activities Fund Deposits

Deposit

			Pool side Lunch	Morning Coffee Social	Karoke	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
Date		Amount																
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
Total		\$23,299	\$8,119	\$0	\$68	\$690	\$1,500	\$460	\$0	\$3,957	\$325	\$1,245	\$10	\$1,200	\$920	\$3,600	\$1,140	\$65
Expenses		(\$23,067)	(\$8,956)	(\$439)	\$0	(\$1,102)	(\$1,556)	(\$429)	(\$64)	(\$3,800)	(\$299)	(\$1,515)	\$0	(\$165)	(\$195)	(\$2,307)	(\$1,795)	(\$445)
Profit / (Loss)		\$231	(\$838)	(\$439)	\$68	(\$412)	(\$56)	\$31	(\$64)	\$157	\$26	(\$270)	\$10	\$1,035	\$725	\$1,293	(\$655)	(\$380)
Other Expenses		(\$1,511)																
Total Profit / (Loss)		(\$1,280)																

	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	23,299
Expenses	32,939	35,643	46,362	64,189	34,114	8,371	24,578
Profit(Loss)	(10)	4,011	(3,173)	(16,399)	(2,876)	(2,377)	(1,280)

Notes: Revenue and Expenses are per financial statements

Cash and Investment Report
March 31, 2022

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND			
Operating Checking Account	BankUnited	0.00%	\$1,151,278
Operating Checking Account	Valley Bank	0.08%	\$22,165
	Subtotal		\$1,173,442
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	0.15%	\$51,868
DEBT SERVICE FUND			
Series 2020 Reserve Fund	US Bank	0.00%	\$19,789
Series 2020 Revenue Fund	US Bank	0.00%	\$311,628
	Subtotal		\$331,418
CAPITAL PROJECTS FUND			
Series 2020 Construction Fund	US Bank	0.00%	\$535,866
	Grand Total		\$2,092,794

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 7282 Bank United GF
Statement No. 03-22
Statement Date 3/31/2022

G/L Balance (LCY)	1,151,277.81	Statement Balance	1,157,314.85
G/L Balance	1,151,277.81	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	1,157,314.85
Subtotal	1,151,277.81	Outstanding Checks	6,037.04
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	1,151,277.81	Ending Balance	1,151,277.81
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
3/20/2020	Payment	2324	PHILIP GARTLAND	18.00	0.00	18.00
12/10/2021	Payment	2949	COMCAST	353.67	0.00	353.67
2/16/2022	Payment	3012	DENNIS LERCH	25.50	0.00	25.50
2/23/2022	Payment	3020	KENNETH HOWARD FRANCE	300.00	0.00	300.00
3/4/2022	Payment	3030	THE COMEDIAN COMPANY	300.00	0.00	300.00
3/10/2022	Payment	3038	PAUL FALDUTO	300.00	0.00	300.00
3/10/2022	Payment	3040	PRECISION GATE & SECURITY, INC	393.75	0.00	393.75
3/11/2022	Payment	DD00448	Payment of Invoice 013985	1,089.98	0.00	1,089.98
3/11/2022	Payment	DD00449	Payment of Invoice 013984	67.59	0.00	67.59
3/23/2022	Payment	3047	FEDEX	24.08	0.00	24.08
3/23/2022	Payment	3051	STEPHEN GEORGE GREER	825.00	0.00	825.00
3/30/2022	Payment	3054	FEDEX	36.11	0.00	36.11
3/30/2022	Payment	3055	JACQUELINE WELLS	38.52	0.00	38.52
3/30/2022	Payment	3056	PAUL FALDUTO JR.	234.16	0.00	234.16
3/31/2022	Payment	3057	FEDEX	24.07	0.00	24.07
3/31/2022	Payment	3058	FPL	20.61	0.00	20.61
3/31/2022	Payment	3059	PRECISION GATE & SECURITY, INC	1,125.00	0.00	1,125.00
3/31/2022	Payment	3060	STEPHEN GEORGE GREER	825.00	0.00	825.00
Total Outstanding Checks.....				6,037.04		6,037.04

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 0663 Valley Bank
Statement No. 03-22
Statement Date 3/31/2022

G/L Balance (LCY)	22,164.50	Statement Balance	22,364.50
G/L Balance	22,164.50	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	22,364.50
Subtotal	22,164.50	Outstanding Checks	200.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	22,164.50	Ending Balance	22,164.50
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
11/30/2021	Payment	105	GOTHAM ENTERTAINMENT	200.00	0.00	200.00
Total Outstanding Checks.....				200.00		200.00

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 03/01/22 to 03/31/22
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	3022	03/01/22	INFRAMARK, LLC	73836	02/22 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,626.17
001	3022	03/01/22	INFRAMARK, LLC	73836	02/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-53901	\$10,975.75
001	3022	03/01/22	INFRAMARK, LLC	73836	02/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-57201	\$2,846.42
001	3022	03/01/22	INFRAMARK, LLC	73836	02/22 MANAGEMENT SERVICES	Postage	541001-51301	\$12.72
001	3024	03/03/22	FPL	022222-53151 CHK	ACCT# 72189-53151 01/22/22-02/22/22	Utility - General	543001-53901	\$20.88
001	3025	03/03/22	GRAU & ASSOCIATES	22096	AUDIT FYE 09/30/21	Auditing Services	532002-51301	\$2,000.00
001	3026	03/03/22	GREATAMERICA FINANCIAL SVCS	31080977	COPIER LEASE FOR 02/22	Office Supplies	551002-57201	\$112.11
001	3027	03/03/22	JACQUELINE WELLS	022822	LUCKY LEPRECHAUN DECORATIONS	St. Pattys Day Decor	549022-57501	\$45.48
001	3028	03/03/22	TIMOTHY J DELANEY	02222022	DEPOSIT FOR NYE PARTY 12/31/22	Entertainment for NYE 12.31.22 Party	155000	\$100.00
001	3029	03/04/22	PERSONAL TOUCH BANQUET & CATERING	03012022	LAUGH LINES COMEDY DINNER CATERING-BALANCE	Party Food 3.5.22	549051-57501	\$622.50
001	3031	03/08/22	CENTURYLINK	02192022-8717	ACCT# 311078717 SERVICE FOR 02/19/22-03/18/22	Communication - Telephone	541003-57201	\$670.47
001	3032	03/08/22	COPIERS PLUS	00H100-PCH-022556	COPIES FOR 1/2022- 3/2022	Copies	551002-57201	\$50.61
001	3032	03/08/22	COPIERS PLUS	00H100-PCH-022556	COPIES FOR 1/2022- 3/2022	Maintenance Agreement	551002-57201	\$135.00
001	3033	03/08/22	FEDEX	7-668-79262	SERVICE FOR 02/15/22	Communication/Freight - Gen'l	541001-51301	\$12.01
001	3034	03/08/22	HD SUPPLY FACILITIES MAINT.	9200142283	GREEN PLASTIC BENCH 5FT	R&M-Parks	546066-57201	\$1,348.48
001	3035	03/08/22	JACQUELINE N. WELLS	03022022	PROPS FOR POOL PARTY	Pool Party Props	549022-57501	\$9.50
001	3036	03/08/22	MAINSCAPE	1270288	03/22 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$3,979.58
001	3036	03/08/22	MAINSCAPE	1270773	02/28 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$1,951.97
001	3037	03/08/22	PERSSON, COHEN & MOONEY, P.A.	1869	LEGAL SERVICE 02/22	ProfServ-Legal Services	531023-51401	\$600.75
001	3038	03/10/22	PAUL FALDUTO	030722	REIMB-FINAL PAYMENT TO COMEDIAN 03/05/22	Reimburse for Laugh Lines 3.5.22	549022-57501	\$300.00
001	3039	03/10/22	MICHELE DAWN SNYDER	030822	FASHION SHOW LUNCHEON FOOD-DEPOSIT	Deposit for Fashion Show 4/8/22	155000	\$680.00
001	3040	03/10/22	PRECISION GATE & SECURITY, INC	1640	GATE SERVICE-LOOP DETECTORS	R&M-Gate	546034-52901	\$393.75
001	3042	03/18/22	HOME DEPOT CREDIT SERVICES	03042022-6325	PURCHASES FOR 02/05/22-03/04/22	Poolside Lunch	549022-57501	\$79.92
001	3042	03/18/22	HOME DEPOT CREDIT SERVICES	03042022-6325	PURCHASES FOR 02/05/22-03/04/22	Gate Bolts	546034-52901	\$54.75
001	3042	03/18/22	HOME DEPOT CREDIT SERVICES	03042022-6325	PURCHASES FOR 02/05/22-03/04/22	Cleaning Supplies	552001-57201	\$52.32
001	3043	03/18/22	INFRAMARK, LLC	75020	03/22 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,626.17
001	3043	03/18/22	INFRAMARK, LLC	75020	03/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-53901	\$10,975.75
001	3043	03/18/22	INFRAMARK, LLC	75020	03/22 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-57201	\$2,846.42
001	3043	03/18/22	INFRAMARK, LLC	75020	03/22 MANAGEMENT SERVICES	Communication/Freight - Gen'l	541001-51301	\$17.36
001	3044	03/18/22	PENNONI ASSOCIATES INC	1110169	PROFESSIONAL SERVICES THROUGH 03/06/22	ProfServ-Engineering	531013-51501	\$390.00
001	3045	03/18/22	SUN NEWSPAPERS	3835120	NOTICE OF BUDGET WORKSHOP 02/22/22	Legal Advertising	548002-51301	\$80.08
001	3046	03/23/22	COVERALL OF FT. MYERS	1160271294	CLEANING SERVICE 03/1-03/31/22	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	3047	03/23/22	FEDEX	769203662	SERVICE FOR 03/08/22	Communication/Freight - Gen'l	541001-51301	\$24.08
001	3048	03/23/22	GREATAMERICA FINANCIAL SVCS	30499218	COPIER LEASE FOR 11/21	Office Supplies	551002-57201	\$138.11
001	3050	03/23/22	SOLITUDE LAKE MANAGEMENT	PI-A00769619	MAR22 LAKE & POND MANAGEMENT	Contracts-Lake and Wetland	534021-53901	\$510.00
001	3051	03/23/22	STEPHEN GEORGE GREER	031622	FAREWELL PARTY 04/02/22-BALANCE	Balance for Farewell Party 4.2.22	155000	\$825.00
001	3052	03/23/22	THE SUN	031722-11766	NEWSPAPER 13 WEEKS	R&M-Clubhouse	546015-57201	\$89.25
001	3053	03/23/22	TODD PROA	951949	REPLACE DE FILTER GRIDS/ADJUST FLOATS	R&M-Pools	546074-57201	\$1,300.00
001	3053	03/23/22	TODD PROA	951968	TIGHTENED ALL HINGES ON SELF CLOSING GATES	R&M-Parks	546066-57201	\$95.00
001	3053	03/23/22	TODD PROA	952173	CHANGED 3HP MOTOR, IMPELLER, SEAL PLATE KIT	R&M-Pools	546074-57201	\$1,701.71
001	3054	03/30/22	FEDEX	768354108	SERVICE FOR 02/24/22-03/02/22	Communication/Freight - Gen'l	541001-51301	\$24.07
001	3054	03/30/22	FEDEX	7-698-61390	SERVICE FOR 3/1/2022	Communication/Freight - Gen'l	541001-51301	\$12.04
001	3055	03/30/22	JACQUELINE WELLS	032222	PASTRIES FOR MONDAY COFFEE	Coffee Social	549051-57501	\$30.42
001	3055	03/30/22	JACQUELINE WELLS	032322	HOT DOG BUNS FOR POOLSIDE LUNCH	Poolside Lunch	549051-57501	\$8.10
001	3056	03/30/22	PAUL FALDUTO JR.	KPARK-032322	REIMB - PULLED PORK FOR POOLSIDE LUNCH	Poolside Lunch	549051-57501	\$234.16
001	3057	03/31/22	FEDEX	7-683-54108	SERVICE FOR 02/24/22-03/02/22	Communication/Freight - Gen'l	541001-51301	\$24.07
001	3058	03/31/22	FPL	032322-53151 CHK	ACCT# 72189-53151 02/22/22-03/23/22	Utility - General	543001-53901	\$20.61
001	3059	03/31/22	PRECISION GATE & SECURITY, INC	1273-FINAL	LIFTMASTER CAPXL GATE CONTROL BOX-ADDL WIRING	Capital Outlay	564043-52901	\$1,125.00
001	DD00428	03/03/22	CHARLOTTE COUNTY UTILITIES	021022-101597 ACH	26307-101597 01/10/22-02/08/22	Utility - Water & Sewer	543021-53901	\$906.30
001	DD00429	03/03/22	CHARLOTTE COUNTY UTILITIES	021022-080703 ACH	26307-080703 01/10/22-02/08/22	Utility - Water & Sewer	543021-53901	\$79.07

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 03/01/22 to 03/31/22
(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	DD00432	03/09/22	FPL	022222-03218 ACH	ACCT# 01784-03218 01/22/22-02/22/22	Utility - General	543001-53901	\$37.99
001	DD00433	03/09/22	FPL	022222-90214 ACH	ACCT# 65998-90214 01/22/22-02/22/22	Utility - General	543001-53901	\$146.87
001	DD00434	03/09/22	FPL	022222-85535 ACH	ACCT# 92945-85535 01/22/22-02/22/22	Utility - General	543001-53901	\$73.78
001	DD00435	03/09/22	FPL	022222-32211 ACH	ACCT# 94620-32211 01/22/22-02/22/22	Utility - General	543001-53901	\$251.33
001	DD00436	03/09/22	FPL	022222-29333 ACH	ACCT# 90419-29333 01/22/22-02/22/22	Utility - General	543001-53901	\$105.76
001	DD00437	03/09/22	FPL	88335-02222 ACH	ACCT# 87070-88335 01/22/22-02/22/22	Utility - General	543001-53901	\$2,373.62
001	DD00438	03/09/22	FPL	022222-93219 ACH	ACCT# 25921-93219 01/22/22-02/22/22	Utility - General	543001-53901	\$169.35
001	DD00439	03/09/22	FPL	022222-59344 ACH	ACCT# 96809-59344 01/22/22-02/22/22	Utility - General	543001-53901	\$77.64
001	DD00440	03/09/22	FPL	022222-74219 ACH	ACCT# 89079-74219 01/22/22-02/22/22	Utility - General	543001-53901	\$395.81
001	DD00441	03/10/22	FPL	022222-28333 ACH	ACCT# 36126-28333 01/22/22-02/22/22	Utility - General	543001-53901	\$284.67
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$306.07
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Gate Remotes	546034-52901	\$188.89
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Napkin Dispenser	546015-57201	\$61.21
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Supplies	551002-57201	\$60.57
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Two Hearts Dance - 2.10.22	549022-57501	\$27.80
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Act Office 365	551002-57501	\$12.50
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Stamps and Copy Paper	551002-57201	\$117.71
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Coffee Social	549051-57501	\$34.78
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Calculator	551002-57501	\$10.68
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Calculator- Return	551002-57501	(\$10.68)
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Activities Calendar-March	549001-57501	\$100.00
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$69.23
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$239.52
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	551002-57501	\$269.22
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Bath Tissue, Paper Towels, Trash Bags	552001-57201	\$233.42
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$78.38
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$24.76
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Calculator	551002-57501	\$9.62
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Longhorn Lunch Meeting	549001-57501	\$46.00
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$334.76
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Coffee Social	549051-57501	\$18.03
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$118.23
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Printer Toner	551002-57201	\$94.53
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Pool Party 2.22.22	549001-57501	\$58.11
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Act Shelves	549001-57501	\$159.43
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$14.97
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$429.62
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Paper Towels	552001-57501	\$110.94
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$35.98
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Murder Mystery 3.25.22	549051-57501	\$1,450.00
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$54.40
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Comcast-Gate Phone	546034-52901	\$42.31
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Two Hearts Dance 2.10.22	549051-57501	\$59.98
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$36.06
001	DD00447	03/17/22	TRUIST BANK	03022022-8114 ACH	03/02/22 STATEMENT PURCHASES	Gate Subscription	546034-52901	\$55.00
001	DD00448	03/11/22	CHARLOTTE COUNTY UTILITIES	031122-101597 ACH	26307-101597 02/08/22-03/09/22	Utility - Water & Sewer	543021-53901	\$1,089.98
001	DD00449	03/11/22	CHARLOTTE COUNTY UTILITIES	031122-0703 ACH	26307-080703 02/08/22-03/09/22	Utility - Water & Sewer	543021-53901	\$67.59
001	DD00451	03/17/22	COMCAST	022622-4227 ACH	ACCT# 8535100601234227 03/01/22-03/29/22	Misc-Cable TV Expenses	549039-57201	\$583.09
001	DD00462	03/21/22	HOME DEPOT CREDIT SERVICES	030422-6325	PURCHASES FOR 02/05/22-03/04/22	Misc Services	549022-57501	\$79.92
001	DD00462	03/21/22	HOME DEPOT CREDIT SERVICES	030422-6325	PURCHASES FOR 02/05/22-03/04/22	Misc Services	546034-52901	\$53.70
001	DD00462	03/21/22	HOME DEPOT CREDIT SERVICES	030422-6325	PURCHASES FOR 02/05/22-03/04/22	Misc Services	552001-57201	\$52.32

HERITAGE OAK PARK

Community Development District

Payment Register by Fund
For the Period from 03/01/22 to 03/31/22
(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	DD00442	03/18/22	PAUL J. FALDUTO , JR	PAYROLL	March 18, 2022 Payroll Posting			\$184.70
001	DD00443	03/18/22	BRIAN R. BITGOOD	PAYROLL	March 18, 2022 Payroll Posting			\$184.70
001	DD00444	03/18/22	EDWARD A. CAREY	PAYROLL	March 18, 2022 Payroll Posting			\$184.70
001	DD00445	03/18/22	KENT D. WEEKS	PAYROLL	March 18, 2022 Payroll Posting			\$184.70
001	DD00446	03/18/22	STEPHEN R. HORSMAN	PAYROLL	March 18, 2022 Payroll Posting			\$184.70
Fund Total								\$73,062.86

Total Checks Paid	\$73,062.86
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Sixth Order of Business

6B.



3131-B Foley Dr.
Punta Gorda, FL 33983
Phone: 941-624-6000 Fax: 941-624-6820

Air Conditioning Estimate
02/21/2022

To: Heritage Oak Park
19520 Heritage Oak Blvd.
Port Charlotte, Fl. 33948
Contact Jeff at Cliff's A/C
service@cliffsac.com

Price for installation of a new Ruud 20 Ton, Split system A/C with electric heat to match existing heater size is \$43,280.00. Prices include Labor, Materials, Tax and Permit. Payment is due in full on installation. Prices are good for 60 days. Unit size is based on size of existing unit. Add \$2,500.00 to price to clean out existing metal duct trunk line.

Job includes new indoor and outdoor units installed in the same location as the existing units, new primary and secondary drain pans with float switches, A new Honeywell thermostat with wireless remote temperature sensor. Also included is connection to existing duct work, electrical wiring, refrigerant and drain lines. Old equipment and garbage to be hauled away. Units to be anchored per code. Existing refrigerant line set to be flushed out to clean.

Ruud limited commercial warranty is 5 years on compressor part, 1 year all other Ruud functional parts. 1 year labor during normal business hours.
Thanks, Brad at Thompson's A/C.

Accepted X _____

Date _____



Vince Tiscio Air Conditioning

Heritage Oak Park
Heritage Oak Park
19520 Heritage Oak Blvd
Port Charlotte, FL 33948

(401) 465-8019
shorsman@phalanxeng.com

ESTIMATE	#459
SCHEDULED DATE	Fri Sep 24, 2021 12:00pm
TOTAL	\$32,000.00

CONTACT US

2473 Teakwood Terrace
Punta Gorda, FL 33983

(941) 624-0986
chadlynch33952@yahoo.com

ESTIMATE

Services	qty	unit price	amount
Estimate - Split System, 20 Ton Commercial Unit for Clubhouse	1.0	\$32,000.00	\$32,000.00

We are pleased to submit an estimate to install a new, energy efficient HVAC system.

Cost includes:

Rheem 20 ton commercial straight cool split system with electric heat.

All parts, permit, taxes, and labor.

Hooking to existing ductwork, electrical, drain, and lineset. We do not believe any modifications will need to be done to the ductwork. Minor modifications will be done at no charge. Major modifications (which are unlikely, considering the condition of the ductwork, which seems in great shape) will be discussed before proceeding.

New large screen digital thermostat.

Hurricane tiedown kit.

Novent refrigerant caps.

Removal and disposal of old equipment. The board is going to open up the side of the building so that the old machine can be removed via crane, and the new machine put back in the same manner (costs of opening up the building and crane to be borne by the board).

A 5 year compressor and coil warranty through the manufacturer*, a 1 year general parts warranty, a 1 year labor warranty, and a 1 year maintenance contract with 2 visits.

*Please note: The manufacturer requires at least 1 cleaning per calendar year by a certified dealer in order to keep your warranty in effect.

We are not responsible for any drywall damage, touching up paint, or anything else that's not outlined in the above scope of work.

Pricing may vary if this estimate is not accepted within 30 days.

Total **\$32,000.00**

Thank you for your business, and we look forward to working with you in the future.

Vince Tiscio

6C.



PO Box 2390
Bunnell, FL 32110

Phone: (877) 646-6320
Fax : (386) 437-6652

A Furniture Leisure Web Store

Quote

Date	Quote No.
4/7/2022	PFS16135

Bill To

Heritage Oak Park CDD
Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948
US

Ship To

Heritage Oak Park CDD
Michelle Egan 941-661-4820
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948
USA

P.O. No.	Rep	Terms
	JR	50%Deposit/Net

Item	Description	Qty	Cost	Total
W0310	St. Maarten Chaise lounge , Adjustable Back, 2" Vinyl Straps, 1"O.D. Tubular Aluminum Frame. 14.5"SH. Frame Color: WHITE 201; Strap Color: WHITE 201 ; Accent Strap #2/3 on Top/Bottom Color: CUSTOMER CHOICE List: \$223.20 Estimated Lead Time: 6-8 weeks Quick Ship	50	210.00	10,500.00
W0350	St. Maarten Vinyl Strap Dining Chair with Powder Coated Aluminum Frame, 2" Double-Wrapped Vinyl, 17" SH. Frame Color: WHITE 201 ; Strap Color: WHITE 201 ; Accent Strap #2/3 on Top/Bottom Color: CUSTOMER CHOICE List: 123.45 Estimated Lead Time: 6-8 weeks Quick ship	28	115.00	3,220.00

Due to credit card processing guidelines all credit card purchases will be processed for the full amount within 7 days of purchase. Orders other than credit card payment require a 50% deposit on all first orders and all orders over \$2,000. The balance is due upon receipt of the merchandise. Orders will not be processed until credit is approved by Furniture Leisure, Inc. All custom orders (made to customer specs) require payment in advance and are non-returnable and non-cancelable. A 25% restocking fee plus all shipping costs are required to return stock merchandise. Returns must receive a "Return Authorization" from Furniture Leisure, Inc prior to shipping. All returns must be received in the original cartons and in new condition.

The manufacturer of merchandise purchased from Furniture Leisure, Inc. warrants all products. Written warranties are available upon request. Furniture Leisure, Inc. assumes no responsibility to extend, alter, or modify any product warranty.

Furniture Leisure, Inc. will be held harmless against all claims of liability resulting from receiving, installation and use of these products. All Shipments are scheduled ASAP "as soon as possible". All effort will be made to expedite, however the purchaser acknowledges no arrival dates are guaranteed. Customer agrees to pay reasonable collection costs allowed by law and/or attorneys fees incurred in connection with the collection of this transaction. The venue for any litigation with Furniture Leisure, Inc will be Flagler County, FL.

Subtotal

Sales Tax (7.0%)

Order Total

Signature

Title _____ Date _____

sales@poolfurnituresupply.com

www.poolfurnituresupply.com



Phone: (877) 646-6320
Fax : (386) 437-6652

A Furniture Leisure Web Store

Quote

PO Box 2390
Bunnell, FL 32110

Date	Quote No.
4/7/2022	PFS16135

Bill To

Heritage Oak Park CDD
 Michelle Egan
 19520 Heritage Oak Blvd.
 Port Charlotte, FL 33948
 US

Ship To

Heritage Oak Park CDD
 Michelle Egan 941-661-4820
 19520 Heritage Oak Blvd.
 Port Charlotte, FL 33948
 USA

P.O. No.	Rep	Terms
	JR	50%Deposit/Net

Item	Description	Qty	Cost	Total
WT4203FU	42" Fiberglass Round Dining Table with white Top and umbrella hole. Round Tubing. Frame Color: WHITE	7	308.26	2,157.82
S&H	<p>List: \$329.95 Estimated Lead Time: 6-8 weeks Quick ship Shipping and Handling.</p> <p>Shipping is calculated at time of quotation and is subject to change at time of delivery. Additional charges may apply COMMERCIAL DELIVERY UNLESS STATED BELOW DOES NOTE INCLUDE OFF LOADING FREIGHT.</p> <p>Additional charges for Inside Delivery will be added when requested.</p> <p>*PLEASE INSPECT ALL PRODUCTS IN THE</p>		1,500.00	1,500.00

Due to credit card processing guidelines all credit card purchases will be processed for the full amount within 7 days of purchase. Orders other than credit card payment require a 50% deposit on all first orders and all orders over \$2,000. The balance is due upon receipt of the merchandise. Orders will not be processed until credit is approved by Furniture Leisure, Inc. All custom orders (made to customer specs) require payment in advance and are non-returnable and non-cancelable. A 25% restocking fee plus all shipping costs are required to return stock merchandise. Returns must receive a "Return Authorization" from Furniture Leisure, Inc prior to shipping. All returns must be received in the original cartons and in new condition.

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Subtotal

Sales Tax (7.0%)

Order Total

Signature _____

Title _____ Date _____

sales@poolfurnituresupply.com

www.poolfurnituresupply.com



Phone: (877) 646-6320
Fax : (386) 437-6652

A Furniture Leisure Web Store

Quote

PO Box 2390
Bunnell, FL 32110

Date	Quote No.
4/7/2022	PFS16135

Bill To
Heritage Oak Park CDD Michelle Egan 19520 Heritage Oak Blvd. Port Charlotte, FL 33948 US

Ship To
Heritage Oak Park CDD Michelle Egan 941-661-4820 19520 Heritage Oak Blvd. Port Charlotte, FL 33948 USA

P.O. No.	Rep	Terms
	JR	50%Deposit/Net

Item	Description	Qty	Cost	Total
	<p>PRESENCE OF THE DRIVER AT TIME OF DELIVERY. PLEASE NOTE ANY DAMAGES to PRODUCT or PACKAGING on the B.O.L.</p> <p>Delivery Contact: Michelle Egan 941-661-4820</p> <p>**A Call Ahead Included</p> <p>**Delivery w/ Driver Assist (NO LIFT GATE AVAILABLE)</p>			

Due to credit card processing guidelines all credit card purchases will be processed for the full amount within 7 days of purchase. Orders other than credit card payment require a 50% deposit on all first orders and all orders over \$2,000. The balance is due upon receipt of the merchandise. Orders will not be processed until credit is approved by Furniture Leisure, Inc. All custom orders (made to customer specs) require payment in advance and are non-returnable and non-cancelable. A 25% restocking fee plus all shipping costs are required to return stock merchandise. Returns must receive a "Return Authorization" from Furniture Leisure, Inc prior to shipping. All returns must be received in the original cartons and in new condition.

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Subtotal	\$17,377.82
Sales Tax (7.0%)	\$0.00
Order Total	\$17,377.82

Signature _____ Title _____ Date _____

sales@poolfurnituresupply.com

www.poolfurnituresupply.com