

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

The workshop meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, March 18, 2021 at 9:00 a.m. with the regular meeting immediately following at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida, Call-In Number 800-747-5150; Access Code 2836125.

Present and constituting a quorum were:

Paul Falduto, Jr.  
Edward Carey  
Brian Bitgood  
Steve Horsman

Chairperson  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Jordan Lansford  
Michelle Egan  
Terri Lusk  
Bob Koncar

District Manager, Inframark  
Project Manager, Inframark  
Accountant II, Inframark (via telephone)  
District Manager, Inframark

*The following is a summary of the minutes and actions taken at the March 18, 2021 workshop and regular meeting of the Heritage Oak Park CDD Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Falduto called the meeting to order and Ms. Lansford called the roll.

**SECOND ORDER OF BUSINESS**

**O&M Budget**

Adjustments and changes to the Budget were:

- \$800 was added to the gates.
- \$1500 was added to trees and trimming.
- \$5000 was added to sidewalks.
- \$10,000 was added to streetlights and roads.
- An adjustment was made to Inframark Services being reduced approximately \$15,000.
- Clubhouse was reduced by \$7500.
- R&M Pools was reduced by \$4500.

- Tennis Courts was reduced by \$500.
- Added a new line item of Reserve Air Conditioner and added \$15,000.

**THIRD ORDER OF BUSINESS**

**Adjournment**

With there being no further business,

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the workshop meeting was adjourned.

**REGULAR MEETING**

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Falduto called the meeting to order and Ms. Lansford 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**

- With no Audience comments, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Comments from the Chairman**

- Mr. Falduto stated the tree canopy is being trimmed throughout the District to allow for emergency vehicles traveling through.
- A complaint was called into the Health Department alleging the pool and pool restrooms were unsanitary and the pool deck was unsafe. The Health Department responded to this complaint and found all was sanitary and safe.
- The joint agreement with the HOA garage has been put into place.

**FIFTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the February 18, 2021 Meeting**

**B. Financial Statements and Check Register**

- There being changes to the minutes: agenda page 6 on the minutes should be changed under the first order of business to show that Chairman Falduto called the meeting to order and not Bitgood, and on agenda page 7 on the minutes should be changed under the first order of business to show that Chairman Falduto called the meeting to order and not Bitgood, agenda page 8 on the minutes should be changed under the seventh order of business, letter A, first motion, change the word eliminate to trim.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the Consent Agenda was approved with amended Minutes. 4-0 According to the notes all were present

## SIXTH ORDER OF BUSINESS

## Old Business

### A. Pool Area Repairs

- Concrete Cart Path

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor a concrete cart path was approved. 4-0.

On MOTION by Mr. Carey seconded by Mr. Bitgood with all in favor the pool repairs being tabled until next month's meeting was approved. 4-0.

### B. Irrigation Project

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor discussing the Irrigation RFP was approved. 4-0

- Edits to the RFP are as follows:
  - Replacing current mainline with new mainline
  - Replacing current wiring with new wiring
  - Contractor must be Baseline certified
  - We will provide them with the map showing current piping, wiring, and valves with the specifications that the District wants

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the Irrigation RFP with all changes was approved. 4-0

### B. Park Reopening

- April 1 – Prepare all indoor CDD areas for opening.
- April 15 – Fill the Activities Position.
- May 1 – Reopen the Lodge, Sports Bar and Activities Room with social distancing and masks being required. Remove capacity restrictions from the Weight Room, Pool, Tennis and Bocce Courts, masks are still recommended for the Weight Room. The tables, umbrellas and chairs will be placed back in the pool area.
- June 1 - Resume all outdoor and indoor activities. Resume indoor coffee and Wednesday cookouts.
- Hand sanitizer and sanitizing wipes will be available.
- Masks are strongly recommended in all CDD indoor areas.



On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor all Heritage Oak Park activities will resume according to Mr. Falduto's proposed schedule was approved. 4-0

**SEVENTH ORDER OF BUSINESS**

**New Business**

**A. Road Improvements**

- Proposals were not obtained. A discussion ensued. The Board requested one proposal for all improvements together and one proposal for them broken out.

**B. Resolution 2021-03, Designation of District Roads and Areas for Golf Cart Use**

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor of a discussion of Resolution 2021-03, Designation of District Roads and Areas for Golf Cart Use was approved. 4-0.

- A discussion ensued.
- There was no motion to approve Resolution 2021-03, Designation of District Roads and Areas for Golf Cart Use.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Attorney**

No report.

**B. District Engineer**

No report.

**C. District Manager**

No report.

**NINTH ORDER OF BUSINESS**

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

- Ms. Egan gave an update on projects that are in the process.
- The light at the maintenance garage is out and cannot be fixed until Florida Power and Light turns off the power.
- The lift chair should be delivered in the next three (3) weeks. Installation will start when it is delivered.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

- Mr. Bitgood stated that the new light pole at Heritage and White Oak really lights up the area.
- Mr. Bitgood stated he is disappointed in JMT Engineering and would like to look for a new District Engineer.
- Mr. Horsman gave an update on the garage sharing with the HOA.
- Mr. Falduto stated he appreciated input from the Board on all issues.

**ELEVENTH ORDER OF BUSINESS**


**Audience Comments**


- A resident comment was heard.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor, the meeting being continued to March 25, 2021 at 10:00 a.m. was approved. 4-0.

  
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Secretary

  
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Paul Falduto  
Chairman