

**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, November 19, 2020 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.	Chairperson
Ed Carey	Vice Chairperson
Brian Bitgood	Assistant Secretary
Steve Horsman	Assistant Secretary
Kent Weeks	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Jordan Lansford	District Manager
Michelle Egan	Project Manager
Audience	

The following is a summary of the minutes and actions taken at the November 19, 2020 meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

- Mr. Bitgood called the meeting to order and Mr. Koncar called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

FOURTH ORDER OF BUSINESS

Audience Comments on Agenda Items

- There were no comments.

SIXTH ORDER OF BUSINESS

Old Business

A. Filling of Empty Seat #3

- The Board heard from each candidate wishing to fill Seat #3.
- By unanimous selection, Mr. Ed Carey was selected to serve out the unexpired term for Seat #3.
- The oath of office was administered to Mr. Carey.

THIRD ORDER OF BUSINESS

Election of Officers after the General Election

On MOTION by Mr. Bitgood seconded by Mr. Horsman, to nominate Mr. Falduto as the Chair of the Heritage Oak Park CDD Board.

On MOTION by Mr. Horsman seconded by Mr. Bitgood, with all in favor, the nominations for Chair were closed.

On MOTION by Mr. Bitgood seconded by Mr. Horsman, to nominate Mr. Carey as the Vice Chair of the Heritage Oak Park CDD Board.

On MOTION by Mr. Bitgood seconded by Mr. Falduto, with all in favor, the nominations for Vice Chair were closed.

SEVENTH ORDER OF BUSINESS

New Business

A. Resolution 2021-02, Designating Officers of the District

- o Mr. Falduto as Chair
- Mr. Carey as Vice Chair
- Mr. Bitgood as Assistant Supervisor
- Mr. Horsman as Assistant Supervisor
- Mr. Weeks as Assistant Supervisor

On MOTION by Mr. Bitgood seconded by Mr. Horsman, Resolution 2021-02, Designating Officers was adopted.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the October 15, 2020 Meeting
B. Financial Statements and Check Register

- o There being no questions or comments,

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

SEVENTH ORDER OF BUSINESS CONT'D

New Business

B. Sidewalk Repairs

- Ms. Egan noted there are several sidewalks that are cracking due to tree roots. A discussion ensued on repairs and the safety of closing the sidewalk temporarily.

On MOTION by Mr. Horsman seconded by Mr. Carey, with all in favor, the proposal for sidewalk repairs was approved.

C. Bocce Court

- A discussion ensued regarding adding two Bocce Ball courts.

On MOTION by Mr. Bitgood seconded by Mr. Falduto, with all in favor, the addition of two Bocce Ball courts, with a not to exceed amount of \$10,000 for concrete and drainage work was approved.

On MOTION by Mr. Bitgood seconded by Mr. Horsman, with all in favor, the motion to withdraw the original motion to add two Bocce Ball courts, with a not to exceed amount of \$10,000 for concrete and drainage work and to table discussion was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- There being no report, the next item followed.

B. Engineer

- There being no report, the next item followed.

C. Manager

i. Acceptance of Audit Engagement Letter with McDirmit Davis

- Mr. Koncar presented the McDirmit Davis Audit Engagement Letter to the Board

On MOTION by Mr. Horsman seconded by Mr. Weeks, with all in favor, the McDirmit Davis Audit Engagement Letter was approved.

ii. Consideration of Resolution 2021-01, Budget Amendment Resolution

- Mr. Koncar explained changes had been made to amend the Budget in the amount of \$134,500.

On MOTION by Mr. Bitgood seconded by Mr. Horsman, with all in favor, Resolution 2021-01, Budget Amendment Resolution was adopted.

iii. Motion to Assign Reserves

- Mr. Koncar noted the reserve amounts are \$120,817 for operating reserves, \$2500 for arbor, \$98,550 for roads and streetlights, \$85,000 for the roof, and \$28,975 for the pool.

On MOTION by Mr. Horsman seconded by Mr. Weeks, with all in favor, assigning reserves was approved.

NINTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

- Ms. Egan stated the drainage project at 1156 Green Oak Trail is complete.
- Irrigation Engineer – Ms. Egan is still getting proposals.
- Call Boxes – Ms. Egan requested to get information on a new call box system that can call four different phone numbers on one call.
- Pool – The pool is being dug, but it is slow. Concrete is now 6 inches instead of 4 inches. A discussion ensued.
- Back Gate – Landscaping needs to be replaced. Ms. Egan requested to get proposals.
- 1504 Proposal – Ms. Egan is still getting proposals.

TENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Bitgood requested to put in another street light.
- Mr. Weeks noted the vegetation around the pond needs to be trimmed. Ms. Egan was told it is on rotation to be done.
- Mr. Horsman thanked the previous Board for their work.
- Mr. Carey stated the concrete plant is starting very early and the noise has increased. Mr. Falduto will research and bring information back to the Board.
- Mr. Falduto thanked the Board for appointing him Chair. Mr. Falduto asked Mr. Carey to take the lead on the Main Line project.
- Mr. Falduto asked if the email system could be used to announce “Shop with a Cop”

ELEVENTH ORDER OF BUSINESS

Audience Comments

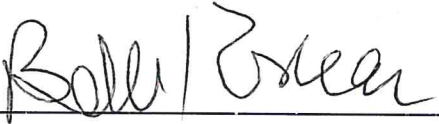
- An audience member commented on the amount being spent on bocce courts.
- Another audience member asked if the concrete will be cleaned after repairs are done.
- Another audience member asked about the entry ways into the sidewalks.
- Another resident asked who handles the pond vegetation.
- An audience member stated that there is a problem with golf carts on the sidewalks.

TWELFTH ORDER OF BUSINESS

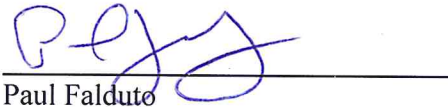
Adjournment

- There not being any, the next item followed.

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



Secretary



Paul Falduto
Chairman