

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

May 13, 2021

Call in Number 1-646-838-1601
Access Code: 438834881

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

The Board of Supervisors of the Heritage Oak Park CDD will hold their regular meeting on Thursday, May 20, 2021 at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

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 April 15, 2021 and April 29, 2021 Meetings
 - B. Financials and Check Register
6. Old Business
 - A. Mainline Irrigation Update
 - B. Irrigation VFD Pumps
 - C. Pool Area update
7. New Business
 - A. Gate Cameras
8. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - i. Number of Registered Voters - 808
 - ii. Presentation of Fiscal Year 2021/2022 Proposed Budget
 - a. Consideration of Resolution 2021-04, Approving the Fiscal Year 2021/2022 Proposed Budget and Setting the Public Hearing
9. On-Site Administration Report – Project Updates
10. Supervisor Requests
11. Audience Comments
12. Adjournment

Next meeting June 17, 2021.

Heritage Oak Park CDD
May 13, 2021
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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

Fifth Order of Business

5A

**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, April 15, 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.	Chairperson
Edward Carey	Vice Chairperson
Brian Bitgood	Assistant Secretary
Steve Horsman	Assistant Secretary
Kent Weeks	Assistant Secretary
 Jordan Lansford	 District Manager, Inframark
Michelle Egan	Project Manager, Inframark
Bob Koncar	District Manager, Inframark

The following is a summary of the minutes and actions taken at the April 15, 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 Mr. Koncar called the roll.

SECOND ORDER OF BUSINESS

Budget Overview

- \$25.00 increase for CDD fees in 2021/2022
- Consensus from the Board to make the Activities Director position a 28 hour a week position at \$17.00.
- Send out draft letter on any proposed budget increase to Chairman Falduto and Ms. Egan to review prior to them being sent to residents.

THIRD ORDER OF BUSINESS

Adjournment

With there being no further business,

On MOTION by Mr. Horsman seconded by Mr. Bitgood 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 gave recognition to the residents that set up the Covid 19 vaccination clinic.
- On June 4, 2021, there is a Welcome Back Dance being held for residents.

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**

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor the Consent Agenda was approved. 5-0

SIXTH ORDER OF BUSINESS

Old Business

A. Irrigation Project RFP Update

- Bids for the RFP are due. Both bidders called to inform Ms. Eagan the prices of supplies have gone up.

B. Pool Area Repairs

- Ms. Eagan reviewed the Kast proposals for the pool project.
- Mr. Horsman questioned the credit for sod not showing on the proposal.

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the Kast Pool Proposal at \$5500 for paver decking was approved. 5-0

SEVENTH ORDER OF BUSINESS

New Business

A. Concrete Curbing

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the Bradley Ray Concrete Proposal for \$14,652 was approved. 5-0.

- Mr. Bitgood and Ms. Eagan explained the concrete work to be done.
- Mr. Koncar stated that the Board is aware that an incident happened and has taken steps to rectify the problem.
- Mr. Carey stated he has a fear of harming a tree causing a larger issue for the District.
- A discussion ensued.

B. Replacing Golf Carts

On MOTION by Mr. Horsman seconded by Mr. Weeks with all in favor the contract for the Golf Cart Replacement (trade in current golf cart and add \$2,000 from the District and \$2,000 from HOPCA. HOPCA must approve their \$2,000 or the purchase will not be approved) was approved. 5-0.

- A discussion ensued.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Attorney

No report.

B. District Engineer

No report.

C. District Manager

- i. Consideration of Fiscal Year 2020 Audit

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor the Fiscal Year 2020 Audit was accepted. 5-0.

- ii. Discussion of Proposed Budget Fiscal Year 2022

NINTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

- Ms. Egan gave an update on the streetlights that were installed.

- The 1504 drainage project is complete.
- The pool lift has been delivered and the District is waiting for permitting.
- Ms. Eagan stated she feels the concrete ribbon curbing does work.

TENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Weeks stated the sprinklers around the pond are going off while residents walk this sidewalk. Ms. Eagan will investigate this issue with MainScapes.
- Mr. Horsman stated Ms. Eagan addressed the homeowner that is blowing grass into the pond.
- Mr. Horsman asked if the streetlight poles are going to be inspected to tell the Board which ones are cracked. Ms. Egan will work to get a list.
- Ms. Egan requested help in identifying the driver of a black Chevy Avalanche. This vehicle damaged a pole at the gate and the District would like to get the money back for repairs.

ELEVENTH ORDER OF BUSINESS

Audience Comments

- A resident comment was heard.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Carey seconded by Mr. Weeks with all in favor, the meeting being continued to April 29, 2021 at 10:00 a.m. was approved. 5-0.
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Secretary

Paul Falduto
Chairman

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

The recessed meeting of the Board of Supervisors of the Heritage Oak Park Community Development District held on April 15, 2021 was reconvened on April 29, 2021 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
Edward Carey	Vice Chairperson
Brian Bitgood	Assistant Secretary
Steve Horsman	Assistant Secretary (via telephone)
Kent Weeks	Assistant Secretary
 Michelle Egan	 Project Manager, Inframark
Bob Koncar	District Manager, Inframark

The following is a summary of the minutes and actions taken at the April 29, 2021 continued 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 Mr. Koncar called the roll.

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor, Mr. Horsman attending the meeting via telephone was approved. 4/0

SECOND ORDER OF BUSINESS

Review of Bid

On MOTION by Mr. Bitgood seconded by Mr. Weeks with all in favor, discussing the Mainscape Bid was approved. 5/0

On MOTION by Mr. Bitgood seconded by Mr. Weeks with all in favor, the Mainscape Bid was approved. 5/0

On MOTION by Mr. Bitgood seconded by Mr. Weeks with all in favor, as presented, the Mainscape Bid was approved. 5/0

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor, the replacement of 125 (up to \$41,000 for the cost of valve replacement) in the base line contract was approved. 5/0

- District Counsel will create a contract and associated documents.

THIRD ORDER OF BUSINESS

Adjournment

With there being no further business, the meeting was adjourned.

Secretary

Paul Falduto
Chairman

5B

HERITAGE OAK PARK
Community Development District

Financial Report

April 30, 2021

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

April 30, 2021

Balance Sheet
April 30, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 981,692	\$ -	\$ 981,692
Cash On Hand/Petty Cash	200	-	200
Accounts Receivable - Other	2,407	-	2,407
Allow -Doubtful Accounts	(1,328)	-	(1,328)
Assessments Receivable	1,328	-	1,328
Due From Other Funds	-	11,104	11,104
Investments:			
Money Market Account	51,791	-	51,791
Cost of Issuance Fund	-	-	-
Interest Account	-	11,228	11,228
Reserve Fund	-	18,548	18,548
Revenue Fund	-	164,866	164,866
Deposits	8,200	-	8,200
TOTAL ASSETS	\$ 1,044,290	\$ 205,746	\$ 1,250,036
LIABILITIES			
Accounts Payable	\$ 4,626	\$ -	\$ 4,626
Accrued Expenses	1,019	-	1,019
Deposits	6,955	-	6,955
Due To Other Funds	11,104	-	11,104
TOTAL LIABILITIES	23,704	-	23,704
FUND BALANCES			
Nonspendable:			
Deposits	8,200	-	8,200
Restricted for:			
Debt Service	-	205,746	205,746
Assigned to:			
Operating Reserves	242,141	-	242,141
Reserves - Arbor	2,500	-	2,500
Reserves -Roads & Streetlights	98,550	-	98,550
Reserves - Roof	85,000	-	85,000
Reserves - Swimming Pools	28,975	-	28,975
Unassigned:	555,220	-	555,220
TOTAL FUND BALANCES	\$ 1,020,586	\$ 205,746	\$ 1,226,332
TOTAL LIABILITIES & FUND BALANCES	\$ 1,044,290	\$ 205,746	\$ 1,250,036

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-21 BUDGET	APR-21 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 2,917	\$ 100	\$ (2,817)	2.00%	\$ 417	\$ 11
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	-	-
Room Rentals	500	-	-	-	0.00%	-	-
Recreational Activity Fees	53,200	-	-	-	0.00%	-	-
Special Assmnts- Tax Collector	973,784	956,156	967,807	11,651	99.39%	51,000	56,297
Special Assmnts- Discounts	(38,951)	(38,951)	(35,894)	3,057	92.15%	(600)	(552)
Other Miscellaneous Revenues	3,800	34	34	-	0.89%	-	-
Gate Bar Code/Remotes	1,000	300	281	(19)	28.10%	-	-
Access Cards	600	113	105	(8)	17.50%	-	-
TOTAL REVENUES	1,001,933	922,069	933,933	11,864	93.21%	50,817	55,756
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	7,000	6,600	400	55.00%	1,000	1,800
FICA Taxes	918	536	505	31	55.01%	77	138
ProfServ-Engineering	10,000	5,833	10,513	(4,680)	105.13%	833	7,905
ProfServ-Legal Services	6,000	3,500	5,502	(2,002)	91.70%	500	1,507
ProfServ-Mgmt Consulting Serv	65,547	38,236	38,236	-	58.33%	5,462	5,462
ProfServ-Special Assessment	11,112	11,112	11,112	-	100.00%	-	-
Auditing Services	5,750	5,750	4,000	1,750	69.57%	-	-
Communication/Freight - Gen'l	1,500	875	197	678	13.13%	125	37
Insurance - General Liability	10,836	10,836	8,423	2,413	77.73%	-	-
R&M-ADA Compliance	1,000	1,000	1,553	(553)	155.30%	-	-
Legal Advertising	1,100	685	685	-	62.27%	-	-
Miscellaneous Services	3,000	1,750	20	1,730	0.67%	250	7
Misc-Bank Charges	2,400	-	-	-	0.00%	-	-
Misc-Assessmnt Collection Cost	19,476	19,123	18,638	485	95.70%	1,020	1,115
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	151,174	106,411	106,159	252	70.22%	9,267	17,971
Other Public Safety							
R&M-Gate	2,700	2,000	1,986	14	73.56%	-	-
R&M-Gatehouse	1,000	20	20	-	2.00%	-	-
R&M-Security Cameras	3,600	-	-	-	0.00%	-	-
Total Other Public Safety	7,300	2,020	2,006	14	27.48%	-	-
Field							
Contracts-Mgmt Services	127,872	74,592	74,592	-	58.33%	10,656	10,656
Contracts-Lake and Wetland	6,120	3,570	3,570	-	58.33%	510	510
Contracts-Landscape	89,111	51,981	50,467	1,514	56.63%	7,426	7,210
Contracts-Irrigation	47,277	27,578	27,311	267	57.77%	3,940	3,902
Utility - General	43,320	25,270	17,061	8,209	39.38%	3,610	2,868
Utility - Water & Sewer	9,400	6,150	8,488	(2,338)	90.30%	650	1,777
Insurance - General Liability	43,647	43,647	35,956	7,691	82.38%	-	-
R&M-Drainage	15,000	6,150	6,150	-	41.00%	-	-
R&M-Entry Feature	7,500	1,522	1,522	-	20.29%	-	-
R&M-Irrigation	31,400	18,317	29,863	(11,546)	95.11%	2,617	1,198
R&M-Lake	22,100	9,225	9,225	-	41.74%	-	-
R&M-Plant Replacement	7,000	382	382	-	5.46%	-	-
R&M-Trees and Trimming	6,000	4,025	4,025	-	67.08%	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-21 BUDGET	APR-21 ACTUAL
R&M-Pumps	2,160	2,250	2,250	-	104.17%	2,000	2,000
Misc-Special Projects	10,930	1,050	1,050	-	9.61%	-	-
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	2,285	2,285	-	45.70%	980	980
Capital Outlay	5,000	799	799	-	15.98%	-	-
Total Field	483,837	278,793	274,996	3,797	56.84%	32,389	31,101
Road and Street Facilities							
R&M-Parking Lots	1,000	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	350	350	-	8.75%	-	-
R&M-Sidewalks	10,000	9,962	9,962	-	99.62%	-	-
R&M-Streetlights	10,000	6,450	6,450	-	64.50%	3,650	3,650
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	1,250	1,250	-	12.50%	-	-
Cap Outlay - Streetlight Impr	5,000	3,200	3,200	-	64.00%	3,200	3,200
Reserve - Roads & Streetlights	5,369	5,369	8,250	(2,881)	153.66%	-	-
Total Road and Street Facilities	48,369	26,581	29,462	(2,881)	60.91%	6,850	6,850
Parks and Recreation - General							
Contracts-Mgmt Services	74,991	43,745	6,097	37,648	8.13%	6,249	871
Contracts-Janitorial Services	18,960	11,060	11,060	-	58.33%	1,580	1,580
Contracts-Pools	10,800	6,300	3,600	2,700	33.33%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,256	4,816	4,891	(75)	59.24%	688	695
R&M-Clubhouse	57,500	33,542	4,102	29,440	7.13%	4,792	641
R&M-Parks	15,000	8,750	2,488	6,262	16.59%	1,250	682
R&M-Pools	9,000	5,250	3,054	2,196	33.93%	750	63
R&M-Tennis Courts	2,500	27	27	-	1.08%	-	-
Miscellaneous Services	2,400	1,400	1,446	(46)	60.25%	200	14
Misc-Holiday Decor	750	750	413	337	55.07%	-	-
Misc-Cable TV Expenses	3,660	2,135	2,162	(27)	59.07%	305	324
Office Supplies	3,000	1,750	1,622	128	54.07%	250	139
Op Supplies - General	6,000	3,500	1,504	1,996	25.07%	500	200
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	15,000	-	-	-	0.00%	-	-
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	3,000	8,736	(5,736)	291.20%	-	-
Total Parks and Recreation - General	264,917	127,125	52,250	74,875	19.72%	17,464	6,109
Special Recreation Facilities							
Miscellaneous Services	4,500	-	-	-	0.00%	-	-
Misc-Event Expense	21,000	-	-	-	0.00%	-	-
Misc-Social Committee	26,700	974	974	-	3.65%	974	974
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	-	-	-	0.00%	-	-
Total Special Recreation Facilities	53,200	974	974	-	1.83%	974	974
TOTAL EXPENDITURES	1,008,797	541,904	465,847	76,057	46.18%	66,944	63,005
Excess (deficiency) of revenues							
Over (under) expenditures	(6,864)	380,165	468,086	87,921	-6819.43%	(16,127)	(7,249)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-21 BUDGET	APR-21 ACTUAL
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(6,864)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(6,864)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (6,864)	\$ 380,165	\$ 468,086	\$ 87,921	-6819.43%	\$ (16,127)	\$ (7,249)
FUND BALANCE, BEGINNING (OCT 1, 2020)	552,500	552,500	552,500				
FUND BALANCE, ENDING	<u>\$ 545,636</u>	<u>\$ 932,665</u>	<u>\$ 1,020,586</u>				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-21 BUDGET	APR-21 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 2	\$ 2	0.00%	\$ -	\$ 1
Special Assmnts- Tax Collector	197,323	193,646	196,117	2,471	99.39%	12,150	11,443
Special Assmnts- Discounts	(7,893)	(7,893)	(7,273)	620	92.14%	(634)	(112)
TOTAL REVENUES	189,430	185,753	188,846	3,093	99.69%	11,516	11,332
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	3,946	3,873	3,777	96	95.72%	243	227
Total Administration	3,946	3,873	3,777	96	95.72%	243	227
Debt Service							
Interest Expense	51,979	14,794	871	13,923	1.68%	-	-
Total Debt Service	51,979	14,794	871	13,923	1.68%	-	-
TOTAL EXPENDITURES	55,925	18,667	4,648	14,019	8.31%	243	227
Excess (deficiency) of revenues Over (under) expenditures	133,505	167,086	184,198	17,112	137.97%	11,273	11,105
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	-	-	3,000	3,000	0.00%	-	3,000
Contribution to (Use of) Fund Balance	133,505	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	133,505	-	3,000	3,000	2.25%	-	3,000
Net change in fund balance	\$ 133,505	\$ 167,086	\$ 187,198	\$ 20,112	140.22%	\$ 11,273	\$ 14,105
FUND BALANCE, BEGINNING (OCT 1, 2020)	18,548	18,548	18,548				
FUND BALANCE, ENDING	\$ 152,053	\$ 185,634	\$ 205,746				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-21 BUDGET	APR-21 ACTUAL
EXPENDITURES							
Physical Environment							
Capital Outlay	-	-	200,000	(200,000)	0.00%	-	-
Total Physical Environment	-	-	200,000	(200,000)	0.00%	-	-
Construction In Progress							
Construction in Progress	-	-	363,273	(363,273)	0.00%	-	14,835
Total Construction In Progress	-	-	363,273	(363,273)	0.00%	-	14,835
TOTAL EXPENDITURES	-	-	563,273	(563,273)	0.00%	-	14,835
Excess (deficiency) of revenues Over (under) expenditures	-	-	(563,273)	(563,273)	0.00%	-	(14,835)
OTHER FINANCING SOURCES (USES)							
Debt Proceeds	-	-	563,273	563,273	0.00%	-	14,835
Operating Transfers-Out	-	-	(3,000)	(3,000)	0.00%	-	(3,000)
TOTAL FINANCING SOURCES (USES)	-	-	560,273	560,273	0.00%	-	11,835
Net change in fund balance	\$ -	\$ -	\$ (3,000)	\$ (3,000)	0.00%	\$ -	\$ (3,000)
FUND BALANCE, BEGINNING (OCT 1, 2020)	-	-	3,000				
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>				

Notes to the Financial Statements
April 2021

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 93.2% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 46.2% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable-Other		2,407	Accrued Interlocal agreement-4th Qtr 2020, 1st and 2nd Qtr 2021, HOA purchases to be reimbursed (\$157).
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		11,104	Due from General Fund to Debt Service.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		4,626	Invoices for current month but not paid in current month.
Accrued Expenses		1,019	Utilities, phone.
Deposits		6,955	Balance of Fitness Room key deposits to be reimbursed.
Due to Other Funds		11,104	Due from General Fund to Debt Service.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Interlocal Agreement	3,000	1,500	50.00%	Accrued 1st & 2nd Qtr
Special Assessments-Tax Collector	973,784	967,807	99.39%	Collections were at 98.72% at this time last year.
Expenditures				
<u>Administrative</u>				
ProfServ-Engineering	10,000	10,513	105.13%	Work on drainage project, review requisitions, review RFP for irrigation
ProfServ-Legal Services	6,000	5,502	91.70%	General matters, draft understanding between CDD & HOPCA regarding shared use of garages, draft RFP for irrigation system replacement, draft Resolution for golf cart use on roads.
ProfServ-Special Assessment	11,112	11,112	100.00%	Assessment roll preparation fees.
Auditing Services	5,750	4,000	69.57%	Audit is final.
Insurance-General Liability	10,836	8,423	77.73%	Insurance paid in full for year includes new increase for revised valuations.
R&M-ADA Compliance	1,000	1,553	155.30%	Webhosting paid in full for the year.
Legal Advertising	1,100	685	62.27%	Meetings, workshop notices, RFP for irrigation system replacement.
<u>Public Safety</u>				
R&M-Gate	2,700	1,986	73.56%	Gate remotes, gate pins, gate repairs to guard gate back entrance, LED gate arm, mega barrier arm control board at front visitor's gate.
<u>Field</u>				
Utility - Water & Sewer	9,400	8,488	90.30%	Monthly Water / Sewer utilities includes annual fire protection fee (\$1,600).
Insurance - General Liability	43,647	35,956	82.38%	Insurance paid in full for year includes new increase for revised valuations.
R&M-Irrigation	31,400	29,863	95.11%	Irrigation repairs, repair 2" and 3" mainline breaks.
R&M-Trees and Trimming	6,000	4,025	67.08%	Remove sea grape, trimmed oak trees.
R&M-Pumps	2,160	2,250	104.17%	Qtrly pump service, replace cycle stop valve at Red Oak well.

Notes to the Financial Statements
April 2021

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
<u>Road & Street</u>				
R&M-Sidewalks	10,000	9,962	99.62%	Repair walkway concrete, miscellaneous repairs to sidewalks.
R&M-Streetlights	10,000	6,450	64.50%	Materials to replace streetlight heads, replace photo cell/contactor for street light.
Cap Outlay - Streetlight Impr	5,000	3,200	64.00%	Install 3' custom made
Reserves-Roads & Streetlights	5,369	8,250	153.66%	Materials to replace streetlight heads.
<u>Parks & Recreation</u>				
Contracts-Mgmt Services	74,991	6,097	8.13%	Reduced fees due to elimination of position
Contracts-Pools	10,800	3,600	33.33%	Pool closed for renovations-not charged pool service for Nov-Jan
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year
Communication - Telephone	8,256	4,891	59.24%	Phone services for the Lodge/Sports Bar
Miscellaneous Services	2,400	1,446	60.25%	Donuts for audit workshop, supplies for testing day, shredding, plaque, Christmas cards, new rollers for office chairs, charging cords, battery for UPC for fire alarm
Misc-Cable TV Expenses	3,660	2,162	59.07%	Comcast cable services-price increased in January
Reserve - Swimming Pools	3,000	8,736	291.20%	Pressure test and leak detection service, permit, keyence laser measurement of pool, pool chair lift
Capital Fund 303				
Expenditures				
<u>Physical Environment</u>				
Capital Outlay	-	200,000	0.00%	Req 001 - to payback general fund for expenses related to irrigation fund
<u>Construction in Progress</u>				
Construction in Progress	-	363,273	0.00%	Reqs 002-010 - Pool renovation, french drain, repair pool light, install retention wall at 1504 Red Oak

HERITAGE OAK PARK

Community Development District

Supporting Schedules

April 30, 2021

Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2021

					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%
11/06/20	\$ 33,071	\$ 1,378	\$ 675	\$ 35,124	\$ 29,182	\$ 5,942
11/12/20	1,588	66	32	1,686	1,404	282
11/18/20	79,578	3,316	1,624	84,518	70,205	14,313
11/24/20	160,627	6,693	3,278	170,598	141,810	28,788
12/03/20	184,364	7,682	3,763	195,808	162,867	32,941
12/10/20	179,444	7,477	3,662	190,583	158,650	31,933
12/17/20	257,552	10,731	5,256	273,540	227,455	46,085
01/14/21	103,836	4,327	2,119	110,282	91,589	18,693
02/11/21	16,207	501	331	17,039	14,187	2,852
03/11/21	16,340	333	333	17,007	14,160	2,846
04/08/21	28,156	284	575	29,015	24,124	4,890
04/15/21	37,579	380	767	38,725	32,173	6,552
TOTAL	\$ 1,098,342	\$ 43,168	\$ 22,415	\$ 1,163,925	\$ 967,807	\$ 196,117
% COLLECTED				99.4%	99.4%	99.4%
TOTAL OUTSTANDING				\$ 7,181	\$ 5,975	\$ 1,206

Cash and Investment Report
April 30, 2021

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND			
Operating Checking Account	BankUnited	0.00%	\$951,637
Operating Checking Account	Valley Bank	0.10%	\$30,055
		Subtotal	\$981,692
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	0.20%	\$51,791
DEBT SERVICE FUND			
Series 2020 Interest Fund	US Bank	0.00%	\$11,228
Series 2020 Reserve Fund	US Bank	0.00%	\$18,548
Series 2020 Revenue Fund	US Bank	0.00%	\$164,866
		Subtotal	\$194,642
		Grand Total	\$1,228,324

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 7282 Bank United GF
Statement No. 04-21
Statement Date 4/30/2021

G/L Balance (LCY)	951,636.67	Statement Balance	967,438.85
G/L Balance	951,636.67	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	967,438.85
Subtotal	951,636.67	Outstanding Checks	15,802.18
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	951,636.67	Ending Balance	951,636.67
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
4/21/2021	Payment	2727	HOME DEPOT CREDIT SERVICES	402.78	0.00	402.78
4/21/2021	Payment	2728	JMT	7,905.00	0.00	7,905.00
4/22/2021	Payment	2730	ELECTRICAL SOLUTIONS OF SW	7,400.00	0.00	7,400.00
4/28/2021	Payment	2732	FEDEX	21.69	0.00	21.69
4/28/2021	Payment	2733	FPL	18.71	0.00	18.71
Total Outstanding Checks.....				15,802.18		15,802.18

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 0663 Valley Bank GF
Statement No. 04-21
Statement Date 4/30/2021

G/L Balance (LCY)	30,054.84	Statement Balance	30,054.84
G/L Balance	30,054.84	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	30,054.84
Subtotal	30,054.84	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	30,054.84	Ending Balance	30,054.84
Difference	0.00		

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

Community Development District

**Payment Register by Fund
For the Period from 4/1/21 to 4/30/21
(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	2711	04/02/21	CENTURYLINK	03192021-8717 CHECK	03/19/21-04/18/21 #311078717	Communication - Telephone	541003-57201	\$698.06
001	2712	04/02/21	FPL	03232021-53151 CHECK	ACCT# 72189-53151 02/22/21-03/23/21	Utility - General	543001-53901	\$18.71
001	2713	04/02/21	GREATAMERICA FINANCIAL SVCS	28969162	COPIER LEASE FOR 03/21	Office Supplies	551002-57201	\$104.86
001	2714	04/02/21	SUN NEWSPAPERS	03162021-211766	NEWSPAPER 13 WEEKS	R&M-Clubhouse	546015-57201	\$83.96
001	2716	04/13/21	COPIERS PLUS	2021-0307	APR21 COPIES	Office Supplies	551002-57201	\$25.00
001	2718	04/13/21	LAKE & WETLAND MANAGEMENT	9282-WC	04/21 LAKE MAINT	Contracts-Lake and Wetland	534021-53901	\$510.00
001	2719	04/13/21	TODD PROA	000950304	04/21 MONTHLY POOL SERVICE	Pool Perfect	546074-57201	\$63.04
001	2719	04/13/21	TODD PROA	000950304	04/21 MONTHLY POOL SERVICE	Contracts-Pools	534078-57201	\$900.00
001	2720	04/16/21	COVERALL OF FT. MYERS	1160264667	CLEANING SERVICE FOR 4/1-04/30/21	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	2721	04/16/21	MAINSCAPE	1257149	04/21 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$3,901.50
001	2722	04/16/21	PERSSON, COHEN & MOONEY, P.A.	444	LEGAL SERVICE FOR 03/21	ProfServ-Legal Services	531023-51401	\$1,506.50
001	2723	04/16/21	STAPLES CREDIT PLAN	77190-032821	PURCHASES FOR 02/26/21-03/28/21	Paperclips, Binder Clips, Sharpies	551002-57201	\$11.27
001	2723	04/16/21	STAPLES CREDIT PLAN	77190-032821	PURCHASES FOR 02/26/21-03/28/21	Toner, Labels	551002-57201	\$83.98
001	2723	04/16/21	STAPLES CREDIT PLAN	77190-032821	PURCHASES FOR 02/26/21-03/28/21	Maps for Irrigation RFP	549900-53901	\$17.20
001	2724	04/19/21	DENNIS NEWHARD	2515	REIMBURSEMENT FOR BOCCE PLAQUE ENGRAVINGS	bocce plaques	546066-57201	\$45.00
001	2725	04/19/21	INFRAMARK, LLC	62527	04/21 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,462.25
001	2725	04/19/21	INFRAMARK, LLC	62527	04/21 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$10,656.00
001	2725	04/19/21	INFRAMARK, LLC	62527	04/21 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$7.10
001	2725	04/19/21	INFRAMARK, LLC	62527	04/21 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$15.28
001	2725	04/19/21	INFRAMARK, LLC	62527	04/21 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$871.01
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	GAS 3/2/21	549900-53901	\$22.09
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	SAMS CLUB MISC SUPPLIES	552001-57201	\$64.79
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	AMAZON MISC SUPPLIES	546066-57201	\$27.98
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	AMAZON WALL CLOCK/BATTERIES	546015-57201	\$39.17
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	AMAZON CLIP BOARDS	551002-57201	\$19.12
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	SAM'S COVID CLINIC LUNCH	549051-57501	\$94.50
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PUBLIX COVID CLINIC LUNCH	549051-57501	\$144.28
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	SAM'S COVID CLINIC BREAKFAST	549051-57501	\$50.52
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	SAM'S COVID CLINIC BREAKFAST	549051-57501	\$12.32
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PUBLIX COVID CLINIC DAY 2 LUNCH	549051-57501	\$37.59
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PUBLIX COVID CLINIC DAY 2 LUNCH	549051-57501	\$77.56
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	GO DADDY WEBSITE BUILDER RENEWAL	546015-57201	\$479.76
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	CIRCLE K GAS	549900-53901	\$27.59
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	ABBES DONUT NOOK-WORKSHOP	549001-57201	\$13.96
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	2XL WIPES AND WALL DISPENSER	546066-57201	\$539.37
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	WALMART MISC SUPPLIES	549051-57501	\$51.86
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	WALMART MISC SUPPLIES	552001-57201	\$134.90
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PUBLIX COVID CLINIC DAY 2 LUNCH	549051-57501	\$149.77
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	JETS PIZZA COVID CLINIC DAY 2 LUNCH	549051-57501	\$150.57
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	DUNKIN DONUTS COVID CLINIC DAY 2 BREAKFAST	549051-57501	\$30.67
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	WALMART COVID CLINIC DAY 2 LUNCH	549051-57501	\$89.38
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PUBLIX COVID CLINIC DAY 2 LUNCH	549051-57501	\$22.56
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	PANERA COVID CLINIC DAY 2 BREAKFAST	549051-57501	\$24.18
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	DUNKIN DONUTS COVID CLINIC DAY 2 BREAKFAST	549051-57501	\$38.39
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	AMAZON BATTERIES/FEBREZE/CHAPSTICK	546015-57201	\$38.47
001	2726	04/19/21	SUNTRUST BANK	04022021-8114	04/02/21 STATEMENT PURCHASES	AMAZON REMOTES	549900-53901	\$29.95
001	2727	04/21/21	HOME DEPOT CREDIT SERVICES	04052021-6325	PURCHASES FOR 03/05/21-04/04/21	Rocks for Pool Area	546066-57201	\$34.86
001	2727	04/21/21	HOME DEPOT CREDIT SERVICES	04052021-6325	PURCHASES FOR 03/05/21-04/04/21	Additional Rocks for Pool Area	546066-57201	\$34.86
001	2727	04/21/21	HOME DEPOT CREDIT SERVICES	04052021-6325	PURCHASES FOR 03/05/21-04/04/21	Maintenance Supplies	549900-53901	\$115.06
001	2727	04/21/21	HOME DEPOT CREDIT SERVICES	04052021-6325	PURCHASES FOR 03/05/21-04/04/21	Blue Canopy for Maintenance	549900-53901	\$218.00
001	2728	04/21/21	JMT	13-170252	PROFESSIONAL SERVICE 11/22/20-01/23/21	ProfServ-Engineering	531013-51501	\$2,685.00

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 4/1/21 to 4/30/21
(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	2728	04/21/21	JMT	14-171278	PROFESSIONAL SERVICE 01/24/21-02/20/21	500	531013-51501	\$3,210.00
001	2728	04/21/21	JMT	15-172022	PROFESSIONAL SERVICE 02/21/21-03/27/21	ProfServ-Engineering	531013-51501	\$2,010.00
001	2729	04/22/21	ARTISTREE LANDSCAPE	155974	04/21 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,209.62
001	2730	04/22/21	ELECTRICAL SOLUTIONS OF SW	7544	INSTALL OUTLETS/BREAKERS IN MAINT GARAGE	Misc-Contingency	549900-53901	\$550.00
001	2730	04/22/21	ELECTRICAL SOLUTIONS OF SW	7522	INSTALL CUSTOM MADE 3' EXTENSION/RPL PHOTOCELL	Cap Outlay - Streetlight Impr	564034-54101	\$3,200.00
001	2730	04/22/21	ELECTRICAL SOLUTIONS OF SW	7522	INSTALL CUSTOM MADE 3' EXTENSION/RPL PHOTOCELL	R&M-Streetlights	546095-54101	\$1,300.00
001	2730	04/22/21	ELECTRICAL SOLUTIONS OF SW	7528	STREETLIGHT REPAIR (3)	R&M-Streetlights	546095-54101	\$2,350.00
001	2731	04/22/21	MAINSCAPE	1257753	RPR 3" MAINLINE LEAK-1382 RED OAK	R&M-Irrigation	546041-53901	\$1,197.50
001	2731	04/22/21	MAINSCAPE	1257752	REPLACE CYCLE STOP VALVE AT RED OAK WELL	R&M-Pumps	546138-53901	\$2,000.00
001	2732	04/28/21	FEDEX	7-345-24898	SERVICE FOR 04/12/21	Communication/Freight - Gen'l	541001-51301	\$21.69
001	2733	04/28/21	FPL	04222021-53151 CHECK	ACCT# 72189-53151 03/23/21-04/22/21	Utility - General	543001-53901	\$18.71
001	DD00250	04/01/21	CHARLOTTE COUNTY UTILITIES	03112021-080703 ACH	26307-080703 02/08/21-03/09/21	Utility - Water & Sewer	543021-53901	\$63.17
001	DD00256	04/07/21	FPL	03232021-03218 ACH	ACCT# 01784-03218 02/22/21-03/23/21	Utility - General	543001-53901	\$61.20
001	DD00257	04/07/21	FPL	03232021-93219 ACH	ACCT# 25921-93219 02/22/21-03/23/21	Utility - General	543001-53901	\$78.74
001	DD00258	04/07/21	FPL	03232021-28333 ACH	ACCT# 36126-28333 02/22/21-03/23/21	Utility - General	543001-53901	\$552.21
001	DD00259	04/07/21	FPL	03232021-90214 ACH	ACCT# 65998-90214 02/22/21-03/23/21	Utility - General	543001-53901	\$53.46
001	DD00260	04/07/21	FPL	03232021-88335 ACH	ACCT# 87070-88335 02/22/21-03/23/21	Utility - General	543001-53901	\$1,464.35
001	DD00261	04/07/21	FPL	03232021-74219 ACH	ACCT# 89079-74219 02/22/21-03/23/21	Utility - General	543001-53901	\$283.46
001	DD00262	04/07/21	FPL	03232021-29333 ACH	ACCT# 90419-29333 02/22/21-03/23/21	Utility - General	543001-53901	\$98.52
001	DD00263	04/07/21	FPL	03232021-85535 ACH	ACCT# 92945-85535 02/22/21-03/23/21	Utility - General	543001-53901	\$59.96
001	DD00264	04/07/21	FPL	03232021-32211 ACH	ACCT# 94620-32211 02/22/21-03/23/21	Utility - General	543001-53901	\$169.35
001	DD00265	04/07/21	FPL	03232021-59344 ACH	ACCT# 96809-59344 02/22/21-03/23/21	Utility - General	543001-53901	\$56.50
001	DD00266	04/13/21	PAUL J. FALDUTO , JR	PAYROLL	April 13, 2021 Payroll Posting			\$184.70
001	DD00267	04/13/21	BRIAN R. BITGOOD	PAYROLL	April 13, 2021 Payroll Posting			\$184.70
001	DD00268	04/13/21	EDWARD A. CAREY	PAYROLL	April 13, 2021 Payroll Posting			\$184.70
001	DD00269	04/13/21	STEPHEN R. HORSMAN	PAYROLL	April 13, 2021 Payroll Posting			\$184.70
001	2715	04/13/21	LINDA M. NADELIN	PAYROLL	April 13, 2021 Payroll Posting			\$184.70
001	DD00270	04/21/21	PAUL J. FALDUTO , JR	PAYROLL	April 21, 2021 Payroll Posting			\$184.70
001	DD00271	04/21/21	BRIAN R. BITGOOD	PAYROLL	April 21, 2021 Payroll Posting			\$184.70
001	DD00272	04/21/21	EDWARD A. CAREY	PAYROLL	April 21, 2021 Payroll Posting			\$184.70
001	DD00273	04/21/21	KENT D. WEEKS	PAYROLL	April 21, 2021 Payroll Posting			\$184.70
001	DD00274	04/21/21	STEPHEN R. HORSMAN	PAYROLL	April 21, 2021 Payroll Posting			\$184.70
Fund Total								\$59,915.24

SERIES 2020 DEBT SERVICE FUND - 203

203	2717	04/13/21	HERITAGE OAK PARK	040121-DSXFR 2020	FY 2021 ASSESSMENT RECEIPTS	Due to Other Funds	131000	\$5,446.28
Fund Total								\$5,446.28

Total Checks Paid	\$65,361.52
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SEVENTH ORDER OF BUSINESS

7A



Security Alarm Corp.
17776 Toledo Blade Blvd,
Port Charlotte, FL 33948
Tel. (941) 625-9700
Fax. (941) 625-9804

Agenda Page 32

Proposal

Client Information

Heritage Oaks Lodge-F
Attention: Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948

Proposal Number 31718
Date 4/27/2021 Expires 5/27/2021
Salesperson Juairé~Mike R.

State License: EF0001051

Job Category: Commercial CCTV Back Gate

Special Instructions: Quote is to install New license plate reader, and replace current license plate reader and 2 cameras on pole.

** Quote does NOT include changing any wiring of current cameras. If wiring needs to be changed, additional charges for wire & labor would be required. If proposal is accepted, technicians can check wiring while on site.**



Security Alarm Corp.
17776 Toledo Blade Blvd,
Port Charlotte, FL 33948
Tel. (941) 625-9700
Fax. (941) 625-9804

Proposal

Client Information

Heritage Oaks Lodge-F
Attention: Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948

Proposal Number 31718
Date 4/27/2021 Expires 5/27/2021
Salesperson Juairé~Mike R.

Qty	Description
1	Commercial CCTV Installation Upgrade
2	Varifocal License Plate Reader
2	5MP Turret Wide Angle Camera
1	Flex Pipe, Back boxes, etc

Sub Total	\$1,830.00
Sales Tax	\$0.00
Total This Proposal	\$1,830.00

First Draw: Second Draw: Final Draw:

All material is guaranteed to be as specified. SAC not responsible for any existing wiring, parts, or infrastructure. All work is to be completed in a workmanlike manner according to standard practices. Any deviation from above specifications involving extra costs will be executed only upon signed, written orders, and will become an extra charge. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado, and any other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above. All invoices are subject to a late charge of 1-1/2% per month (18% annually), allowable by law, effective 30 days from invoice date. I agree to pay all costs and reasonable attorney's fees if overdue invoices are placed in the hands of an attorney for collection.

Proposal Accepted by: _____ Title: _____

Signature: _____ Date: _____

Please print name here

Please sign name here

Date Approved



Security Alarm Corp.
17776 Toledo Blade Blvd,
Port Charlotte, FL 33948
Tel. (941) 625-9700
Fax. (941) 625-9804

Proposal

Client Information

Heritage Oaks Lodge-F
Attention: Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948

Proposal Number 31719
Date 4/27/2021 Expires 5/27/2021
Salesperson Juairé~Mike R.

State License: EF0001051

Job Category: Commercial CCTV Front / Main Gate

Special Instructions: Quote is to install New license plate reader, and replace current license plate readers and 2 cameras on site.

** Quote does NOT include changing any wiring of current cameras. If wiring needs to be changed, additional charges for wire & labor would be required. If proposal is accepted, technicians can check wiring while on site.**



Security Alarm Corp.
17776 Toledo Blade Blvd,
Port Charlotte, FL 33948
Tel. (941) 625-9700
Fax. (941) 625-9804

Proposal

Client Information

Heritage Oaks Lodge-F
Attention: Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948

Proposal Number 31719
Date 4/27/2021 Expires 5/27/2021
Salesperson Juairé~Mike R.

Qty	Description
7	Commercial CCTV Installation Upgrade
3	Varifocal License Plate Reader
2	5MP Turret Wide Angle Camera
1	Flex Pipe, Back boxes, etc

Sub Total	\$2,390.00
Sales Tax	\$0.00
Total This Proposal	\$2,390.00

First Draw: Second Draw: Final Draw:

All material is guaranteed to be as specified. SAC not responsible for any existing wiring, parts, or infrastructure. All work is to be completed in a workmanlike manner according to standard practices. Any deviation from above specifications involving extra costs will be executed only upon signed, written orders, and will become an extra charge. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado, and any other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above. All invoices are subject to a late charge of 1-1/2% per month (18% annually), allowable by law, effective 30 days from invoice date. I agree to pay all costs and reasonable attorney's fees if overdue invoices are placed in the hands of an attorney for collection.

Proposal Accepted by: _____ Title: _____

Signature: _____ Date: _____

Please print name here

Please sign name here

Date Approved

EIGHTH ORDER OF BUSINESS

8Ci.



HON. PAUL A. STAMOULIS

**CHARLOTTE COUNTY
SUPERVISOR of ELECTIONS**

226 Taylor Street, Unit 120
Punta Gorda, FL 33950
(941) 833-5400

April 15, 2021

Inframark
210 N University Dr Ste 702
Coral Springs, FL 33071

Attention: Sandra H. Demarco

Dear Ms. Demarco;

Per your request for the number of registered voters as of April 15, 2021 within Heritage Lake Park Community Development District, Heritage Oak Park Community Development District and Riverwood Community Development District is as follow.

Heritage Lake Park Community Development District - 480
Heritage Oak Park Community Development District - 808
Riverwood Community Development District - 1626

Please do not hesitate to contact me if you require further assistance.

Sincerely,

Vincenza F. Treppiedi, MFCEP
Assistant Supervisor of Elections
941-833-5407

vinnie@charlottevotes.com

Representing the Office of
Hon. Paul A Stamoulis
Supervisor of Elections
Charlotte County, FL

8Cii.

HERITAGE OAK PARK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2022

Version 3 - Proposed Budget

(Printed on 05/06/21 12:00pm)

Prepared by:



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HERITAGE OAK PARK
Community Development District

Operating Budget
Fiscal Year 2022

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU APR-2021	PROJECTED MAY- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
REVENUES									
Interest - Investments	\$ 5,802	\$ 5,179	\$ 8,835	\$ 1,359	\$ 5,000	\$ 100	\$ 75	\$ 175	\$ 5,000
Interlocal Agreement	3,000	3,000	3,000	3,000	3,000	1,500	1,500	3,000	3,000
Room Rentals	1,549	749	857	2,949	500	-	500	500	500
Recreational Activity Fees	39,654	43,189	47,790	31,238	53,200	-	1,200	1,200	53,200
Special Assmnts- Tax Collector	774,435	808,592	877,705	936,042	973,784	967,807	5,977	973,784	951,910
Special Assmnts- Discounts	(28,266)	(29,649)	(31,900)	(34,100)	(38,951)	(35,894)	-	(35,894)	(38,076)
Other Miscellaneous Revenues	1,305	2,150	10,784	202,523	3,800	34	1,100	1,134	3,800
Gate Bar Code/Remotes	646	646	1,376	674	1,000	281	300	581	1,000
Access Cards	-	-	560	246	600	105	125	230	600
Insurance Reimbursements	-	11,262	-	28,275	-	-	-	-	-
TOTAL REVENUES	798,125	845,118	919,007	1,172,206	1,001,933	933,933	10,777	944,710	980,934
EXPENDITURES									
Administrative									
P/R-Board of Supervisors	14,000	11,600	11,600	10,800	12,000	6,600	5,000	11,600	12,000
FICA Taxes	1,071	887	887	826	918	505	383	888	918
ProfServ-Engineering	160	-	1,928	23,853	10,000	10,513	500	11,013	10,000
ProfServ-Legal Services	4,568	3,505	8,396	9,869	6,000	5,502	1,000	6,502	6,000
ProfServ-Mgmt Consulting Serv	58,969	60,738	60,923	63,637	65,547	38,236	27,311	65,547	67,514
ProfServ-Special Assessment	9,873	10,169	10,474	10,788	11,112	11,112	-	11,112	11,445
Auditing Services	5,500	5,500	6,200	5,700	5,750	4,000	1,750	5,750	5,750
Communication/Freight - Gen'l	763	1,417	1,458	1,422	1,500	197	375	572	1,500
Insurance - General Liability	8,750	10,910	8,363	9,851	10,836	8,423	-	8,423	9,265
R&M-ADA Compliance	-	-	-	3,264	1,000	1,553	-	1,553	1,553
Legal Advertising	1,804	904	2,332	3,378	1,100	685	580	1,265	1,100
Miscellaneous Services	510	512	5,088	195	3,000	20	500	520	3,000
Misc-Bank Charges	2,116	1,803	2,043	1,532	2,400	-	500	500	2,400
Misc-Assessmnt Collection Cost	5,332	7,228	6,425	5,752	19,476	18,638	-	18,638	19,038
Office Supplies	577	-	-	15	360	-	100	100	360
Annual District Filing Fee	175	175	175	175	175	175	-	175	175
Total Administrative	114,168	115,348	126,292	151,057	151,174	106,159	37,999	144,158	152,018

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU APR-2021	PROJECTED MAY- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<i>Other Public Safety</i>									
Contracts-Mgmt Services	7,500	7,725	-	-	-	-	-	-	-
R&M-Gate	4,384	4,286	7,134	4,917	2,700	1,986	10,700	12,686	3,500
R&M-Gatehouse	-	1,140	649	18	1,000	20	980	1,000	1,000
R&M-Security Cameras	535	1,480	3,257	969	3,600	-	1,500	1,500	3,600
<i>Total Other Public Safety</i>	12,419	14,631	11,040	5,904	7,300	2,006	13,180	15,186	8,100
<i>Field</i>									
Contracts-Mgmt Services	107,514	110,739	114,061	117,483	127,872	74,592	53,280	127,872	131,709
Contracts-Lake and Wetland	6,120	6,120	6,120	6,120	6,120	3,570	2,550	6,120	6,120
Contracts-Landscape	79,628	83,996	83,996	86,515	89,111	50,467	36,048	86,515	89,111
Contracts-Irrigation	45,000	47,028	49,140	45,900	47,277	27,311	19,508	46,819	48,223
Utility - General	34,598	35,398	37,802	38,027	43,320	17,061	18,000	35,061	43,320
Utility - Water & Sewer	11,995	7,398	8,379	8,795	9,400	8,488	3,250	11,738	10,000
Insurance - General Liability	29,101	26,941	29,100	33,606	43,647	35,956	-	35,956	39,552
R&M-Drainage	13,100	21,994	16,842	5,370	15,000	6,150	8,850	15,000	15,000
R&M-Entry Feature / Wall	3,618	1,263	10,066	2,500	7,500	1,522	5,978	7,500	7,500
R&M-Irrigation	67,782	107,179	104,526	119,559	31,400	29,863	6,000	35,863	31,400
R&M-Lake	1,114	2,877	6,100	20,687	22,100	9,225	6,000	15,225	22,100
R&M-Plant Replacement	2,034	2,960	324	5,762	7,000	382	5,000	5,382	7,000
R&M-Trees and Trimming	7,921	1,750	5,254	5,545	6,000	4,025	1,975	6,000	7,500
R&M-Pumps	19,481	5,538	2,500	10,404	2,160	2,250	1,080	3,330	2,160
Misc-Special Projects	9,669	6,440	16,548	9,230	10,930	1,050	9,880	10,930	10,930
Natural Disaster Expense	32,476	58,424	6,726	-	5,000	-	5,000	5,000	5,000
Misc-Contingency	2,152	5,209	2,999	4,866	5,000	2,285	2,715	5,000	5,000
Capital Outlay	-	19,865	-	23,573	5,000	799	4,201	5,000	5,000
Capital Outlay - Irrigation	31,893	5,990	-	-	-	-	-	-	-
<i>Total Field</i>	505,196	557,109	500,483	543,942	483,837	274,996	189,315	464,311	486,625

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU APR-2021	PROJECTED MAY- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<i>Road and Street Facilities</i>									
R&M-Parking Lots	-	211	520	-	1,000	-	1,000	1,000	1,000
R&M-Roads & Alleyways	10,854	13,701	10,255	1,971	4,000	350	3,650	4,000	4,000
R&M-Sidewalks	1,743	-	-	380	10,000	9,962	-	9,962	15,000
R&M-Streetlights	19,025	5,837	3,329	1,673	10,000	6,450	3,550	10,000	10,000
Misc-Contingency	-	-	-	-	3,000	-	3,000	3,000	3,000
Capital Outlay - Sidewalk Impr	-	-	-	-	10,000	1,250	8,750	10,000	10,000
Capital Outlay - Streetlight Impr	-	-	-	-	5,000	3,200	1,800	5,000	5,000
Reserve - Roads & Streetlights	26,709	58,430	10,548	52,485	5,369	8,250	-	8,250	15,369
<i>Total Road and Street Facilities</i>	58,331	78,179	24,652	56,509	48,369	29,462	21,750	51,212	63,369
<i>Parks and Recreation - General</i>									
Contracts-Mgmt Services	34,252	59,307	74,911	72,807	74,991	6,097	871	6,968	24,752
Contracts-Janitorial Services	14,695	18,123	18,960	18,960	18,960	11,060	7,900	18,960	18,960
Contracts-Pools	10,800	10,800	10,800	10,800	10,800	3,600	4,500	8,100	10,800
Contracts-Pest Control	1,048	1,048	1,298	1,048	1,100	1,048	-	1,048	1,100
Communication - Telephone	6,960	7,437	7,903	8,142	8,256	4,891	3,425	8,316	8,580
R&M-Clubhouse	60,633	79,674	100,335	60,458	57,500	4,102	45,898	50,000	50,000
R&M-Parks	10,997	32,540	31,892	12,253	15,000	2,488	5,000	7,488	15,000
R&M-Pools	4,270	8,083	2,420	6,872	9,000	3,054	2,500	5,554	4,500
R&M - Tennis Courts	-	17,100	-	832	2,500	27	2,473	2,500	2,000
Miscellaneous Services	2,238	2,866	3,327	2,467	2,400	1,446	1,000	2,446	2,400
Misc-Holiday Décor	812	469	527	491	750	413	-	413	750
Misc-Cable TV Expenses	881	982	1,030	3,097	3,660	2,162	1,525	3,687	3,780
Office Supplies	2,776	3,873	3,434	3,546	3,000	1,622	900	2,522	3,000
OpSupplies - General	2,525	2,209	5,645	3,058	6,000	1,504	1,575	3,079	6,000
Cap Outlay - Equipment	6,408	-	-	1,091	8,000	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	-	10,488	37,855	15,000	-	15,000	15,000	15,000
Reserve - Air Conditioner	-	-	-	-	-	-	-	-	15,000
Reserve - Roof	-	-	-	5,000	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	-	-	3,000	8,736	-	8,736	3,000
<i>Total Parks and Recreation - General</i>	159,295	244,511	272,970	248,777	264,917	52,250	100,567	152,817	217,622

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU APR-2021	PROJECTED MAY- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
Special Recreation Facilities									
Miscellaneous Services	5,229	3,133	5,470	1,087	4,500	-	1,125	1,125	4,500
Misc-Event Expense	9,877	22,932	33,221	16,092	21,000	-	5,250	5,250	21,000
Misc-Social Committee	20,304	19,591	24,734	16,609	26,700	974	6,675	7,649	26,700
Misc-Trips and Tours	-	-	-	-	500	-	-	-	500
Office Supplies	618	727	763	386	500	-	125	125	500
Total Special Recreation Facilities	36,028	46,383	64,188	34,174	53,200	974	13,175	14,149	53,200
TOTAL EXPENDITURES	885,437	1,056,161	999,625	1,040,363	1,008,797	465,847	375,985	841,832	980,934
Excess (deficiency) of revenues									
Over (under) expenditures	(87,312)	(211,043)	(80,618)	131,843	(6,864)	468,086	(365,208)	102,877	-
OTHER FINANCING SOURCES (USES)									
Interfund Transfer - In	50,000	-	-	244,907	-	-	-	-	-
Operating Transfers-Out	(50,000)	-	-	(231,038)	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(6,864)	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	13,869	(6,864)	-	-	-	-
Net change in fund balance	(87,312)	(211,043)	(80,618)	145,712	(6,864)	468,086	(365,208)	102,877	-
FUND BALANCE, BEGINNING	785,761	698,449	487,406	406,788	552,500	552,500	-	552,500	655,377
FUND BALANCE, ENDING	\$ 698,449	\$ 487,406	\$ 406,788	\$ 552,500	\$ 545,636	\$ 1,020,586	\$ (365,208)	\$ 655,377	\$ 655,377

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2022	\$ 655,377
Net Change in Fund Balance - Fiscal Year 2022	-
Reserves - Fiscal Year 2022 Additions	58,369
Total Funds Available (Estimated) - 9/30/2022	713,746

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,200
Subtotal	8,200

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	230,641	(1)
Reserve - Roads & Streetlights - Prior Years	98,550	(2)
Reserve - Roads & Streetlights - FY 2021	5,369	(3)
Reserve - Roads & Streetlights - Actual Expensed	(8,250)	(4)
Reserve - Roads & Streetlights - Current Budget Year	15,369	111,038 (5)
Reserve - Arbor - Prior Years		2,500 (3)
Reserve - Air Conditioner - Current Budget Year	-	15,000 (5)
Reserve - Roof - Prior Years	85,000	(2)
Reserve - Roof - FY 2021	25,000	(3)
Reserve - Roof - Current Budget Year	25,000	135,000 (5)
Reserve - Swimming Pools - Prior Years	28,975	(2)
Reserve - Swimming Pools - FY 2021	3,000	(3)
Reserve - Swimming Pools - Actual Expensed	(8,736)	(4)
Reserve - Swimming Pools - Current Budget Year	3,000	26,239 (5)
Subtotal	520,418	

Total Allocation of Available Funds	528,618
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Total Available for Projects	\$ 135,128
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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 2020
- (3) Represents Reserves for FY 2021
- (4) Represents actual expense in FY 2021
- (5) Represents Reserves for Current Budget Year FY 2022

HERITAGE OAK PARK
Community Development District*General Fund***Budget Narrative**
Fiscal Year 2022**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 2022

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.

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.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Administrative (continued)

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.

Other Public Safety

R&M - Gate

This represents the repairs and maintenance of the gates. This also includes the purchase of new gate transmitters.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Other Public Safety (continued)

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.

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.

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.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Field (continued)

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.

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.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Field (continued)

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.

Capital Outlay – Sidewalk Improvement

This is for the sidewalks along the lake.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Road and Street Facilities (continued)

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.

R&M - Clubhouse

This represents repairs and maintenance of the recreational center that may be required during the year.

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Parks and Recreation – General (continued)

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.

Capital Outlay – Clubhouse

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

HERITAGE OAK PARK
Community Development District

General Fund

Budget Narrative
Fiscal Year 2022

EXPENDITURES

Parks and Recreation – General (continued)

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 2022

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU APR-2021	PROJECTED MAY- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
REVENUES						
Interest - Investments	\$ -	\$ -	\$ 2	\$ -	\$ 2	\$ -
Special Assmnts- Tax Collector	-	197,323	196,117	1,206	197,323	197,323
Special Assmnts- Discounts	-	(7,893)	(7,273)	-	(7,273)	(7,893)
TOTAL REVENUES	-	189,430	188,846	1,206	190,052	189,430
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	-	3,946	3,777	24	3,801	3,946
Total Administrative	-	3,946	3,777	24	3,801	3,946
<i>Debt Service</i>						
Principal Debt Retirement	-	-	-	-	-	126,426
Interest Expense	-	51,979	871	11,188	12,059	74,370
Total Debt Service	-	51,979	871	11,188	12,059	200,796
TOTAL EXPENDITURES	-	55,925	4,648	11,212	15,860	204,742
Excess (deficiency) of revenues						
Over (under) expenditures	-	133,505	184,198	(10,006)	174,192	(15,312)
OTHER FINANCING SOURCES (USES)						
Interfund Transfer - In	-	-	3,000	-	3,000	-
Debt Proceeds	18,548	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	133,505	-	(10,006)	(10,006)	(15,312)
TOTAL OTHER SOURCES (USES)	18,548	133,505	3,000	(10,006)	(7,006)	(15,312)
Net change in fund balance	18,548	133,505	187,198	(10,006)	167,186	(15,312)
FUND BALANCE, BEGINNING	-	18,548	18,548	-	18,548	185,734
FUND BALANCE, ENDING	\$ 18,548	\$ 152,053	\$ 205,746	\$ (10,006)	\$ 185,734	\$ 170,422

Loan Amortization Schedule

Nominal Annual Rate: 3.690%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
11/1/2021	37,184.83	37,184.83	-	2,000,000.00
5/1/2022	163,611.21	37,184.83	126,426.38	1,873,573.62
11/1/2022	34,834.26	34,834.26	-	1,873,573.62
5/1/2023	163,611.21	34,834.26	128,776.95	1,744,796.67
11/1/2023	32,439.99	32,439.99	-	1,744,796.67
5/1/2024	163,611.21	32,439.99	131,171.22	1,613,625.45
11/1/2024	30,001.20	30,001.20	-	1,613,625.45
5/1/2025	163,611.21	30,001.20	133,610.01	1,480,015.44
11/1/2025	27,517.06	27,517.06	-	1,480,015.44
5/1/2026	163,611.21	27,517.06	136,094.15	1,343,921.29
11/1/2026	24,986.75	24,986.75	-	1,343,921.29
5/1/2027	163,611.21	24,986.75	138,624.46	1,205,296.83
11/1/2027	22,409.38	22,409.38	-	1,205,296.83
5/1/2028	163,611.21	22,409.38	141,201.83	1,064,095.00
11/1/2028	19,784.10	19,784.10	-	1,064,095.00
5/1/2029	163,611.21	19,784.10	143,827.11	920,267.89
11/1/2029	17,110.00	17,110.00	-	920,267.89
5/1/2030	163,611.21	17,110.00	146,501.21	773,766.68
11/1/2030	14,386.19	14,386.19	-	773,766.68
5/1/2031	163,611.21	14,386.19	149,225.02	624,541.66
11/1/2031	11,611.74	11,611.74	-	624,541.66
5/1/2032	163,611.21	11,611.74	151,999.47	472,542.19
11/1/2032	8,785.70	8,785.70	-	472,542.19
5/1/2033	163,407.16	8,785.70	154,621.46	317,920.73
11/1/2033	5,910.91	5,910.91	-	317,920.73
5/1/2034	163,407.16	5,910.91	157,496.25	160,424.48
11/1/2034	2,982.68	2,982.68	-	160,424.48
5/1/2035	163,407.16	2,982.68	160,424.48	-
\$ 2,579,889.58		\$ 579,889.58	\$ 2,000,000.00	

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedule
Fiscal Year 2022

**Comparison of Assessment Rates
Fiscal Year 2022 vs. Fiscal Year 2021**

Product	General Fund			Debt Service 2020			Total Assessments per Unit			Units
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	
SF	\$1,373.61	\$1,405.17	-2.2%	\$324.03	\$324.03	0.0%	\$1,697.63	\$1,729.20	-1.8%	39
MF	\$1,373.61	\$1,405.17	-2.2%	\$282.39	\$282.39	0.0%	\$1,656.00	\$1,687.56	-1.9%	654
										693

8Cia.

RESOLUTION 2021-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (**“Board”**) of the Heritage Oak Park Community Development District (**“District”**) prior to June 15, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (**“Proposed Budget”**); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:	August 19, 2021
HOUR:	10:00 a.m.
LOCATION:	Heritage Oak Park 19520 Heritage Oak Boulevard Port Charlotte, Florida 33948

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Charlotte County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON May 20, 2021.

Attest:

**Heritage Oak Park Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Name: _____
Chair / Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2021/2022