

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
SEPTEMBER 20, 2018
AGENDA PACKAGE

Heritage Oak Park Community Development District
Inframark, Infrastructure Management Services
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Tel: 954-603-0033 Fax: 954-345-1292

September 13, 2018

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

A meeting of the Board of Supervisors of the Heritage Oak Park CDD will be held on Thursday, September 20, 2018 at 10:00 a.m. in the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida. Following is the advanced agenda for the meeting:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Approval of Consent Agenda
 - A. Approval of Minutes of the August 16, 2018 Meeting
 - B. Financial Statements and Check Register
5. Old Business
 - A. Update on Irrigation Mainline Engineering
 - B. Security Review
6. New Business
 - A. Soil Moisture Sensors
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - D. Field Manager's Report
8. On-Site Administration Report – Project Updates
9. Supervisor Requests
10. Audience Comments
11. Adjournment

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

Fourth Order of Business

4A.

**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, August 16, 2018 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Brian Bitgood	Chairperson
Paul Falduto, Jr.	Vice Chairperson
Olin Earl Bell	Assistant Secretary
Donald Oppenheim	Assistant Secretary
Edward Carey	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Residents	

The following is a summary of the minutes and actions taken at the August 16, 2018 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.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no comments, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the July 19, 2018 Meeting**
- B. Financial Statements and Check Register**

On MOTION by Mr. Falduto seconded by Mr. Carey with all in favor the Consent Agenda was approved.

- Mr. Bitgood requested removing under Old Business, Item 6B and under New Business, Items A and B.

FIFTH ORDER OF BUSINESS**Public Hearing to Adopt the Budget for Fiscal Year 2019**

- Mr. Koncar noted today is the public hearing to adopt the Fiscal Year 2019 budget.
- Letters were sent to residents based on the tentative budget approved by the Board, which included potential increases on assessments based on the investigation of borrowing funds for capital projects.
- The Board has not approved any borrowing at this point. But, in order to consider that for the 2019 budget, those potential increases were included in the letters the residents did receive. A decision will be made today, which is the purpose of this public hearing to decide on the final budget for 2019 and any items that go with it.
- There are two items showing an increase; one is the General Fund and there are some proposed increases there, \$91/year per product type. The Irrigation Fund is going up approximately \$20 based on the tentative budget.
- With the General Fund and the Irrigation Fund that would be an increase, if approved by the Board, of \$111 per year for product type.
- The rest of the budget, in terms of any potential increases, will be decided today by the Board.
- Mr. Falduto noted the Board has not approved any loan for a mainline irrigation project. The Board has tried to pass on the information that we have not voted for a \$5 million loan to do the irrigation project.
- The Board has no information from the engineers as to the project this loan was attached to. Because of the confusion going on in the Park right now, he felt it important the community understands there is no borrowing approved for any irrigation project.

Mr. Falduto MOVED that at this point the Board is not approving borrowing for any capital project for the Fiscal Year 2019 budget and Mr. Carey seconded the motion.
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- Mr. Bell noted an error was made in the minutes of the June 7, 2018 meeting. It stated in a motion box, “Mr. Bell moved to borrow up to \$5 million on a 15-year term”. That is an error.

- Mr. Koncar noted the Board was considering borrowing for the 2019 budget, but was not finalized until you get to the public hearing which is what we are doing today.
- Mr. Falduto apologized that those minutes were approved. He wants to make sure the Park knows the Board is **NOT** approving a \$5 million loan.
- Mr. Bell asked that the June 7, 2018 minutes be corrected. They will be.

On VOICE vote with all in favor the prior motion was approved.

- The public hearing was opened.
- Audience members commented on the budget.
- Most speakers felt it was not wise to spend money on all irrigation projects now. Only do the one that needs immediate attention.
- One resident said he was unaware the Board was planning to upgrade the sprinkler system.
- The public hearing was closed.

Mr. Falduto MOVED to approve removal of the contract position for the Security Person from the budget for 2019 at an annual cost of \$7,950 and also no borrowing and was seconded by Mr. Carey.

- Discussions continued.

On VOICE vote with all in favor the above motion was approved.

A. Consideration of Resolution 2018-04 Adopting the Budget for Fiscal Year 2019

On MOTION by Mr. Falduto seconded by Mr. Carey with all in favor Resolution 2018-04, a resolution of the Heritage Oak Park CDD relating to annual appropriations of the District and adopting the budget for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019, and referencing the maintenance and benefit special assessments to be levied by the District for said fiscal year, with the change of removal of the contract position for Security Person, and, in addition, there is no borrowing, was adopted.

B. Consideration of Resolution 2018-05 Levy of Non-Ad Valorem Assessments

On MOTION by Mr. Oppenheim seconded by Mr. Bell with all in favor Resolution 2018-05, a resolution levying and imposing a non-ad valorem maintenance special assessment for the Heritage Oak Park Community Development District for Fiscal Year 2019, was adopted.

SIXTH ORDER OF BUSINESS**Old Business****A. Kitchen Operational Protocols**

- Ms. Egan noted all signs from the Health Department were put up. All lists have been updated and put in the kitchen. All proper procedures have been put in the kitchen.

B. Update on Irrigation Mainline Engineering

- Mr. Carey noted we have preliminary drawing information from the District Engineer, which he has reviewed. For further clarification, he has questions for the engineer.
- The Board had questions regarding the map and on reclaimed water.
- Mr. Bitgood noted we have problems with multiple mainlines. We are throwing money away every time the mainline breaks.
- Mr. Bell asked how are we going to pay for mainline repair. Mr. Bitgood noted we do not know how much anything will cost, we do not know the procedure, we do not know if we can break it up into multiple years. This is all preliminary right now. It will probably take us at least one year before we can figure out what we are doing with this.
- Mr. Carey noted he brought up the issue in January of 2018 about significant mainline breaks in the Park. We needed to determine whether or not mainlines should be replaced or whether to do other things to make the system work. It has come up at every meeting since January 2018. This was initially brought up because of mainline issues.
- What bothers Mr. Carey is some of the statements made by residents today. Some people in this Park think he is lying and the Board is lying to them. He has no reason to lie and this Board has no reason to lie. This Board is trying to be as open as we can. We are not hiding anything from anyone. One resident sends out an email and a significant portion of this Park believes that we are lying. We are not. We have no reason to lie to anyone.

SEVENTH ORDER OF BUSINESS**New Business**

There not being any New Business, the next item followed.

EIGHTH ORDER OF BUSINESS**In-House Staff Reports**

- Mr. Koncar discussed the ADA Website compliance issue, which was discussed briefly at the last Board meeting. He noted the ADA website compliance issue is in regards to those who are visually impaired to be able to go onto the website and listen to documents as opposed to reading them. We will not be in compliance with ADA requirements if the website does not allow that to happen.
- He suggested the Board have the website reviewed by a consultant. They look at it, see what issues you have; they will put a seal on the website saying it has been reviewed.
- The total cost for the initial review is \$199.00

Mr. Oppenheim MOVED to spend \$199 for a consultant to review the website for ADA Compliance and Mr. Carey seconded the motion.

- Mr. Koncar noted at the next meeting he will bring more information on what is required on the website to be in full compliance.

On VOICE vote with all in favor the prior motion was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. ADA Website Compliance

Discussed above.

B. Engineer

There being no report, the next item followed.

C. Manager

Discussed above.

D. Field Manager's Report

The Field Manager's Report is included in the agenda package.

TENTH ORDER OF BUSINESSSS

On-Site Administration Report – Project Updates

- Ms. Egan noted they are finishing up the last two doors.
- Fitness room conversion will start soon.
- Tennis courts are done.
- Wind screens are being worked on now.

- The Sports Bar windows are being completed and then will be inspected.
- She is getting bids for roof cleaning.
- She is trying to get costs from concrete companies for concrete curbing.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Carey commented on an oxygen test in the lake.
- Mr. Carey commented a plumber is needed in the Lodge.

TWELFTH ORDER OF BUSINESS

Audience Comments

- Mr. Tingley commented on reclaimed water and other issues. He noted residents do not have the total concise picture of what the Board is trying to do.
- Ms. McIntyre noted she served on the Board for six years and knows it is a very difficult job. She commented most residents are unable to see information available to the Board before the meeting. Because of that we cannot follow along with discussions if we do not have the information you have. We get only the minutes from the last meeting and the agenda. We do not get other supportive materials.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting was adjourned.

Secretary

Brian Bitgood
Chairman

4B

HERITAGE OAK PARK
Community Development District

Financial Report

August 31, 2018

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

August 31, 2018

Balance Sheet
August 31, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	IRRIGATION FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 245,538	\$ -	\$ -	\$ 245,538
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable	7,700	-	-	7,700
Accounts Receivable - Other	-	275	-	275
Allowance - Doubtful Accounts	(916)	(102)	(310)	(1,328)
Assessments Receivable	916	102	310	1,328
Due From Other Funds	25,450	-	48,750	74,200
Investments:				
Money Market Account	368,765	-	-	368,765
Prepaid Items	3,010	-	-	3,010
Deposits	8,175	-	-	8,175
TOTAL ASSETS	\$ 658,838	\$ 275	\$ 48,750	\$ 707,863
<u>LIABILITIES</u>				
Accounts Payable	\$ 8,383	\$ -	\$ -	\$ 8,383
Accrued Expenses	-	1,000	-	1,000
Accrued Taxes Payable	153	-	-	153
Sales Tax Payable	14	-	-	14
Deposits	8,893	-	-	8,893
Deferred Revenue	2,625	-	-	2,625
Due To Other Funds	-	74,200	-	74,200
TOTAL LIABILITIES	20,068	75,200	-	95,268
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	3,010	-	-	3,010
Deposits	8,175	-	-	8,175
Restricted for:				
Debt Service	-	-	48,750	48,750
Assigned to:				
Operating Reserves	113,939	-	-	113,939
Reserves-Recreation Facilities	9,191	-	-	9,191
Reserves -Roads & Streetlights	333,055	-	-	333,055
Reserves - Roof	75,000	-	-	75,000
Reserves - Swimming Pools	21,475	-	-	21,475
Unassigned:	74,925	(74,925)	-	-
TOTAL FUND BALANCES	\$ 638,770	\$ (74,925)	\$ 48,750	\$ 612,595
TOTAL LIABILITIES & FUND BALANCES	\$ 658,838	\$ 275	\$ 48,750	\$ 707,863

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-18 BUDGET	AUG-18 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 4,583	\$ 4,693	\$ 110	93.86%	\$ 417	\$ 415
Interlocal Agreement	3,000	2,250	2,250	-	75.00%	-	-
Room Rentals	500	458	679	221	135.80%	42	201
Recreational Activity Fees	41,500	38,042	42,497	4,455	102.40%	3,458	2,747
Special Assmnts- Tax Collector	723,875	723,875	723,873	(2)	100.00%	-	284
Special Assmnts- Discounts	(28,955)	(28,955)	(26,542)	2,413	91.67%	-	(284)
Other Miscellaneous Revenues	600	550	2,150	1,600	358.33%	50	-
Gate Bar Code/Remotes	1,000	917	646	(271)	64.60%	83	-
TOTAL REVENUES	746,520	741,720	750,246	8,526	100.50%	4,050	3,363
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	11,000	10,600	400	88.33%	1,000	1,000
FICA Taxes	918	842	811	31	88.34%	77	77
ProfServ-Engineering	1,000	917	-	917	0.00%	83	-
ProfServ-Legal Services	3,000	2,750	3,505	(755)	116.83%	250	-
ProfServ-Mgmt Consulting Serv	60,738	55,677	55,677	-	91.67%	5,062	5,062
ProfServ-Special Assessment	10,169	10,169	10,169	-	100.00%	-	-
Auditing Services	5,750	5,750	5,500	250	95.65%	-	-
Communication/Freight - Gen'l	900	825	1,328	(503)	147.56%	75	677
Insurance - General Liability	9,625	9,625	10,910	(1,285)	113.35%	-	-
Legal Advertising	1,100	1,100	904	196	82.18%	-	-
Miscellaneous Services	1,200	1,100	483	617	40.25%	100	66
Misc-Bank Charges	2,400	2,200	1,667	533	69.46%	200	103
Misc-Assessmnt Collection Cost	14,478	14,478	13,947	531	96.33%	-	-
Office Supplies	360	330	-	330	0.00%	30	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	123,813	116,938	115,676	1,262	93.43%	6,877	6,985
Other Public Safety							
Contracts-Mgmt Services	7,725	7,081	7,081	-	91.66%	644	644
R&M-Gate	3,000	2,750	3,210	(460)	107.00%	250	-
R&M-Gatehouse	1,200	1,100	1,140	(40)	95.00%	100	-
R&M-Security Cameras	2,000	1,833	1,400	433	70.00%	167	-
Total Other Public Safety	13,925	12,764	12,831	(67)	92.14%	1,161	644
Field							
Contracts-Mgmt Services	110,739	101,511	101,511	-	91.67%	9,228	9,228
Contracts-Lake and Wetland	6,120	5,610	5,610	-	91.67%	510	510
Contracts-Landscape	82,016	75,181	76,996	(1,815)	93.88%	6,835	7,000
Utility - General	37,200	34,100	32,556	1,544	87.52%	3,100	2,704
Utility - Water & Sewer	12,000	11,000	6,996	4,004	58.30%	1,000	458
Insurance - General Liability	32,011	32,011	26,941	5,070	84.16%	-	-
R&M-Drainage	10,000	10,000	21,644	(11,644)	216.44%	-	-
R&M-Entry Feature	7,000	218	218	-	3.11%	-	-
R&M-Lake	2,100	1,925	2,835	(910)	135.00%	175	165
R&M-Plant Replacement	3,500	2,960	2,960	-	84.57%	-	-
R&M-Trees and Trimming	6,000	1,750	1,750	-	29.17%	-	-
Misc-Special Projects	10,930	10,930	17,370	(6,440)	158.92%	1,500	7,940
Misc-Hurricane Expense	-	-	47,162	(47,162)	0.00%	-	-
Misc-Contingency	5,000	4,583	4,886	(303)	97.72%	417	33
Total Field	324,616	291,779	349,435	(57,656)	107.65%	22,765	28,038

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-18 BUDGET	AUG-18 ACTUAL
Road and Street Facilities							
R&M-Parking Lots	250	211	211	-	84.40%	56	56
R&M-Roads & Alleyways	7,000	3,856	3,856	-	55.09%	23	23
R&M-Sidewalks	3,960	-	-	-	0.00%	-	-
R&M-Streetlights	9,500	5,667	5,667	-	59.65%	-	-
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	9,845	9,845	-	98.45%	-	-
Cap Outlay - Streetlight Impr	15,200	-	-	-	0.00%	-	-
Reserve - Roads & Streetlights	5,369	5,369	58,430	(53,061)	1088.28%	-	-
Total Road and Street Facilities	54,279	24,948	78,009	(53,061)	143.72%	79	79
Parks and Recreation - General							
Contracts-Mgmt Services	59,307	54,365	54,365	-	91.67%	4,942	4,942
Contracts-Janitorial Services	16,560	15,180	16,543	(1,363)	99.90%	1,380	1,580
Contracts-Pools	10,800	9,900	9,900	-	91.67%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	7,320	6,710	6,807	(97)	92.99%	610	672
R&M-Clubhouse	18,000	16,500	19,066	(2,566)	105.92%	1,500	150
R&M-Parks	6,600	6,050	16,748	(10,698)	253.76%	550	4,756
R&M-Pools	6,000	5,500	7,896	(2,396)	131.60%	500	126
R&M - Tennis Courts	20,000	18,333	17,100	1,233	85.50%	1,667	5,814
Miscellaneous Services	2,400	2,200	2,823	(623)	117.63%	200	276
Misc-Holiday Decor	500	500	469	31	93.80%	-	-
Misc-Cable TV Expenses	940	862	900	(38)	95.74%	78	82
Office Supplies	2,160	1,980	3,291	(1,311)	152.36%	180	214
Op Supplies - General	2,700	2,475	1,890	585	70.00%	225	-
Cap Outlay - Equipment	5,000	5,000	34,621	(29,621)	692.42%	-	5,679
Cap Outlay-Clubhouse	21,500	21,500	39,914	(18,414)	185.65%	-	-
Reserve - Roof	5,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	2,500	-	-	-	0.00%	-	-
Total Parks and Recreation - General	188,387	168,155	233,381	(65,226)	123.88%	12,732	25,191
Special Recreation Facilities							
Miscellaneous Services	4,500	4,125	2,548	1,577	56.62%	375	151
Misc-Event Expense	12,000	11,000	22,159	(11,159)	184.66%	1,000	-
Misc-Social Committee	24,000	22,000	17,332	4,668	72.22%	2,000	400
Misc-Trips and Tours	500	458	-	458	0.00%	42	-
Office Supplies	500	458	727	(269)	145.40%	42	-
Total Special Recreation Facilities	41,500	38,041	42,766	(4,725)	103.05%	3,459	551
TOTAL EXPENDITURES	746,520	652,625	832,098	(179,473)	111.46%	47,073	61,488
Excess (deficiency) of revenues Over (under) expenditures	-	89,095	(81,852)	(170,947)	0.00%	(43,023)	(58,125)
Net change in fund balance	\$ -	\$ 89,095	\$ (81,852)	\$ (170,947)	0.00%	\$ (43,023)	\$ (58,125)
FUND BALANCE, BEGINNING (OCT 1, 2017)	720,622	720,622	720,622				
FUND BALANCE, ENDING	\$ 720,622	\$ 809,717	\$ 638,770				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-18 BUDGET	AUG-18 ACTUAL
REVENUES							
Interest - Investments	\$ 24	\$ 22	\$ 23	\$ 1	95.83%	\$ 2	\$ 2
Special Assmnts- Tax Collector	84,719	84,719	84,719	-	100.00%	-	33
Special Assmnts- Discounts	(3,389)	(3,389)	(3,107)	282	91.68%	-	(33)
Other Miscellaneous Revenues	3,500	3,208	-	(3,208)	0.00%	292	-
TOTAL REVENUES	84,854	84,560	81,635	(2,925)	96.21%	294	2
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	1,694	1,694	1,632	62	96.34%	-	-
Total Administration	1,694	1,694	1,632	62	96.34%	-	-
Field							
Contracts-Irrigation	45,000	41,250	43,109	(1,859)	95.80%	3,750	3,919
R&M-Irrigation	36,000	33,000	78,117	(45,117)	216.99%	3,000	7,036
R&M-Pumps	2,160	2,160	11,528	(9,368)	533.70%	-	-
Total Field	83,160	76,410	132,754	(56,344)	159.64%	6,750	10,955
TOTAL EXPENDITURES	84,854	78,104	134,386	(56,282)	158.37%	6,750	10,955
Excess (deficiency) of revenues Over (under) expenditures	-	6,456	(52,751)	(59,207)	0.00%	(6,456)	(10,953)
Net change in fund balance	\$ -	\$ 6,456	\$ (52,751)	\$ (59,207)	0.00%	\$ (6,456)	\$ (10,953)
FUND BALANCE, BEGINNING (OCT 1, 2017)	(22,174)	(22,174)	(22,174)				
FUND BALANCE, ENDING	\$ (22,174)	\$ (15,718)	\$ (74,925)				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-18 BUDGET	AUG-18 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
Special Assmnts- Tax Collector	214,897	214,897	214,897	-	100.00%	-	86
Special Assmnts- Discounts	(8,596)	(8,596)	(7,875)	721	91.61%	-	(76)
TOTAL REVENUES	206,301	206,301	207,022	721	100.35%	-	10
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	4,298	4,298	4,140	158	96.32%	-	10
Total Administration	4,298	4,298	4,140	158	96.32%	-	10
Debt Service							
Principal Debt Retirement	179,804	179,804	179,804	-	100.00%	-	-
Interest Expense	24,913	24,913	26,699	(1,786)	107.17%	-	-
Total Debt Service	204,717	204,717	206,503	(1,786)	100.87%	-	-
TOTAL EXPENDITURES	209,015	209,015	210,643	(1,628)	100.78%	-	10
Excess (deficiency) of revenues Over (under) expenditures	(2,714)	(2,714)	(3,621)	(907)	133.42%	-	-
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(2,714)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(2,714)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (2,714)	\$ (2,714)	\$ (3,621)	\$ (907)	133.42%	\$ -	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2017)	52,371	52,370	52,371				
FUND BALANCE, ENDING	\$ 49,657	\$ 49,656	\$ 48,750				

Notes to the Financial Statements
August 2018

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 100.5% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 111.5% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable		7,700	Sale of Garage for \$12,000 less 25 payments by HOPCA of \$375/qtr = (\$2,625) plus (\$500) owed to the district from HOPCA for an invoice paid by the CDD, (\$4,575) owed to the district from Grau
Accounts Receivable-Other		275	HOA Invoice to be reimburse to CDD
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		74,200	Assessments collected in General Fund - Due from General Fund to Debt Service fund (\$48,750) plus Due from Irrigation Fund to General Fund \$74,200
Prepaid Items		3,010	Entertainment deposits for later this year
Deposits		8,175	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		8,383	Invoices for current month but not paid in current month
Accrued Expenses		1,000	Irrigation maintenance
Sales Tax Payable		14	Sales Tax for the bar/lodge rentals
Deposits		8,893	Refundable Fitness Room key deposits
Deferred Revenue		2,625	Balance due on Garage
Due to Other Funds		74,200	Due to the General fund from the Irrigation fund and due to Debt Service fund from the General fund

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Room Rentals	500	679	135.80%	Rental of Sports Bar and Lounge less Sales Tax paid.
Special Assessments-Tax Collector	723,875	723,873	100.00%	Collections were at 100% at this time last year
Expenditures				
<u>Administrative</u>				
ProfServ-Legal Services	3,000	3,505	116.83%	Legal services for agreements and food service issues
ProfServ-Special Assessment	10,169	10,169	100.00%	Assessment roll preparation fees
Auditing Services	5,750	5,500	95.65%	Audit is final
Communication/Freight - Gen'l	900	1,328	147.56%	IMS charges, FedEx charges and mailing of notice letters (\$589)
Insurance-General Liability	9,625	10,910	113.35%	Insurance paid in full for year
<u>Public Safety</u>				
R&M-Gate	3,000	3,210	107.00%	Gate remotes, entry arm LED lights, new 17' LED gate arm installed, Doorking IM server subscription, back entrance gate arm bracket, rear exit barrier arm, secure exit gate, mega barrier arm shear pin
R&M-Gatehouse	1,200	1,140	95.00%	Guard shack window film, mirror privacy windows, remove/replace soffit fascia

Notes to the Financial Statements
August 2018

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
<u>Field</u>				
Contracts-Landscape	82,016	76,996	93.88%	Landscape charges increased slightly more than budgeted
R&M-Drainage	10,000	21,644	216.44%	Cast iron grinder pump, stones for washout, concrete, remove/replace grates with steel grates
R&M-Lake	2,100	2,835	135.00%	Replace aerator in main cab, lake signage, rip rap for lake, big pond grass
R&M-Plant Replacement	3,500	2,960	84.57%	Remove/replace new landscape, soil install
Misc-Special Projects	10,930	17,370	158.92%	Prepare area for bench pads, access control installation, retrofit 14 canlights to LED, install 30amp generator outlet (2), Draw 1 for automatic door lock system
Misc-Hurricane Expense	-	47,162	0.00%	New floors from Hurricane Irma damage, lodge ceiling repairs, misc hurricane supplies plus amount being reimbursed from insurance claim (\$11,263)
Misc-Contingency	5,000	4,886	97.72%	Misc repairs, replace electrical items, keyless entry for maintenance garage, temp help for maintenance, replaced springs on maintenance barn, blower for gas grill, weather station, golf cart service for batteries & tires
<u>Road & Street</u>				
Cap Outlay - Sidewalk Impr	10,000	9,845	98.45%	Lake sidewalk trip repairs; cut, remove and replace damaged walkway
Reserves-Roads & Streetlights	5,369	58,430	1088.28%	Install asphalt compacted
<u>Parks & Recreation</u>				
Contracts-Janitorial Services	16,560	16,543	99.90%	Monthly service increased in April
Contracts-Pest Control	1,100	1,048	95.27%	Pest control paid for year
R&M-Clubhouse	18,000	19,066	105.92%	Paint kitchen, install fan, replace electrical items, special kitchen cleaning, frame for lodge, bike rack, access control installation, kitchen keyless entry, 5yr sprinkler inspection, annual sprinkler inspection, backflow certification, install can lights in office, temp help to clean offices, retrofit can lights to LED, replace uplights on trees, lightbulbs, remove/replace tankless water heater, retrofit 18 lights to LED, signs in Lodge, retrofit 12 canlights, Sunsetter awning repair, floor cleaner, flags
R&M-Parks	6,600	16,748	253.76%	Motion detector for fitness center, bocce court rake/squeegee, pool gate latch, new handle for gate, 4 new benches, Sunsetter awning repair, access control installation, bocce court sand and labor to help spread, ac repair, sports bar thermostat, bocce balls/court supplies/plaque, replace 2 lights on pergola with LED, fish pond pump, wall tiles, new cabinet, retrofit 12 canlights, stones, bark, nuggets, table umbrellas, ac coil for Sportsbar ac, umbrellas for pool deck, bocce court score boards, new pool restroom doors installed, repair elliptical machine
R&M-Pools	6,000	7,896	131.60%	Chemicals, repipe shower, new grounding bar, new pool light, crank valve installed, DE grid installation, pool railing wrap, pool permit, new ring buoys, vacuum motor installation, wireless temp sensor
Miscellaneous Services	2,400	2,823	117.63%	Misc supplies for office cleaning and move, signs for bulletin board, internet bridge, employee gift cards, bathroom décor, subscriptions for newspaper and Amazon Prime, Sam's Club membership fees, ADA website tech
Misc-Holiday Decor	500	469	93.80%	Holiday decorations for Lodge
Misc-Cable TV Expenses	940	900	95.74%	Cable service increased in November more than budgeted
Office Supplies	2,160	3,291	152.36%	Office supplies, antivirus protection, Office 365 for Board, copier maint agreement
Cap Outlay - Equipment	5,000	34,621	692.42%	New windows for Lodge and Sports Bar, new rocking chairs, new treadmill and recumbent bike
Cap Outlay - Clubhouse	21,500	39,914	185.65%	New kitchen counters, office renovations draw #1, new office furniture, replace 8 toilets in Clubhouse/Pool

Notes to the Financial Statements
August 2018

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (con't)				
<u>Special Recreation Facilities</u>				
Misc-Event Expense	12,000	22,159	184.66%	Various event expenses
Office Supplies	500	727	145.40%	Misc office supplies, printer ink, business cards, keyboard tray
 Irrigation Fund 002				
Revenues				
Special Assessments-Tax Collector	84,719	84,719	100.00%	Collections were at 100% at this time last year
Expenditures				
<u>Field</u>				
R&M-Irrigation	36,000	78,117	216.99%	Monthly irrigation service, repairs to mainline breaks, replace controller boxes
R&M-Pumps	2,160	11,528	533.70%	Bi-monthly pump maintenance, replace 5hp submersible pump/motor #9, replace 3hp submersible pump
 Debt Service Fund 202				
Revenues				
Special Assessments-Tax Collector	214,897	214,897	100.00%	Collections were at 100% at this time last year
Expenditures				
Principal Debt Payment	179,804	179,804	100.00%	Next Principal payment to be made next year
Interest Payment	24,913	26,699	107.17%	Next Principal payment to be made next year

HERITAGE OAK PARK

Community Development District

Supporting Schedules

August 31, 2018

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2018**

					ALLOCATION		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund Assessments	Irrigation Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,023,490	\$723,873	\$84,719	\$214,897
Allocation %				100%	71%	8%	21%
11/09/17	\$ 28,899	\$ 1,204	\$ 590	\$ 30,693	\$ 21,708	\$ 2,541	\$ 6,444
11/14/17	4,168	174	85	4,427	3,131	366	929
11/21/17	30,360	1,265	620	32,244	22,805	2,669	6,770
11/28/17	123,488	5,145	2,520	131,154	92,760	10,856	27,538
12/07/17	108,206	4,509	2,208	114,922	81,280	9,513	24,130
12/14/17	102,983	4,291	2,102	109,375	77,357	9,054	22,965
12/21/17	138,814	5,784	2,833	147,431	104,272	12,204	30,955
01/11/18	308,787	12,866	6,302	327,955	231,949	27,146	68,859
02/08/18	31,087	961	634	32,683	23,115	2,705	6,862
03/08/18	17,252	352	352	17,956	12,700	1,486	3,770
04/12/18	24,648	249	503	25,400	17,964	2,102	5,333
04/27/18	31,704	320	647	32,671	23,107	2,704	6,860
05/10/18	9,890	-	202	10,092	7,138	835	2,118
07/12/18	5,963	-	122	6,084	4,304	504	1,277
Int/Adj	-	403	-	403	284	33	86
TOTAL	\$ 966,247	\$ 37,523	\$ 19,719	\$ 1,023,490	\$ 723,873	\$ 84,719	\$ 214,897
% COLLECTED				100.00%	100.00%	100.00%	100.00%
TOTAL OUTSTANDING				\$ -	\$ -	\$ -	\$ -

Cash Flow Projections - Summary by Month
Operations & Maintenance
Fiscal Year 2017 - 2018

<u>Month</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Variance</u>	<u>Balance</u>
Cash Balance as of August 31, 2018				245,538
Investment - Money Market Account				368,765
Irrigation Fund owes General Fund				74,200
General Fund owes Debt Service fund				(48,750)
Adjusted Balance				<u>639,753</u>
September	3,763	100,008	(96,245)	543,508
*October	4,000	88,000	(84,000)	459,508
*November	150,000	55,000	95,000	554,508

*Figures based on FY 2019 Budget

Statement of Revenues, Expenditures and Changes in Fund Balances

Trend Report

For the Period Ending August 31, 2018

														TOTAL	
Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	Jul Actual	Aug Actual	Sep Budget	Projected FY 2018	Actual Budget	
Revenues															
Interest - Investments	\$ 342	\$ 258	\$ 302	\$ 341	\$ 330	\$ 838	\$ 453	\$ 471	\$ 458	\$ 485	\$ 415	\$ 385	\$ 5,078	\$ 5,000	
Interlocal Agreement	-	-	750	-	-	750	750	-	-	-	-	-	2,250	3,000	
Room Rentals	309	-	-	-	-	98	-	-	-	70	201	75	753	500	
Recreational Activity Fees	1,381	4,069	3,125	6,494	6,896	2,514	2,786	9,805	1,160	1,519	2,747	3,000	45,496	41,500	
Special Assmnts- Tax Collector	-	140,403	262,909	231,949	23,115	12,700	41,071	7,138	-	4,304	284	-	723,873	723,875	
Special Assmnts- Discounts	-	(5,272)	(10,211)	(9,271)	(709)	(312)	(483)	-	-	-	(284)	-	(26,542)	(28,955)	
Other Miscellaneous Revenues	-	-	-	-	-	750	1,400	-	-	-	-	50	2,200	600	
Gate Bar Code/Remotes	-	-	-	-	365	140	140	-	-	-	-	-	645	1,000	
Total Revenues	2,032	139,458	256,875	229,513	29,997	17,478	46,117	17,414	1,618	6,378	3,363	3,510	753,754	746,520	
Expenditures															
Administrative															
P/R-Board of Supervisors	1,000	1,000	1,000	800	800	1,000	1,000	2,000	-	1,000	1,000	1,000	11,600	12,000	
FICA Taxes	77	77	77	61	61	77	77	153	-	77	77	77	887	918	
ProfServ-Engineering	-	-	-	-	-	-	-	-	-	-	-	440	440	1,000	
ProfServ-Legal Services	656	-	-	-	-	866	499	551	368	565	-	-	3,505	3,000	
ProfServ-Mgmt Consulting Serv	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	60,738	60,738	
ProfServ-Special Assessment	-	-	10,169	-	-	-	-	-	-	-	-	-	10,169	10,169	
Auditing Services	-	-	-	-	-	-	5,500	-	-	-	-	-	5,500	5,750	
Communication\Freight - Gen'l	82	39	52	70	38	114	73	90	49	43	677	75	1,403	900	
Insurance - General Liability	10,910	-	-	-	-	-	-	-	-	-	-	-	10,910	9,625	
Legal Advertising	97	267	-	90	-	(90)	83	70	63	323	-	-	904	1,100	
Miscellaneous Services	25	1	39	24	39	27	32	49	33	149	66	100	582	1,200	
Misc-Bank Charges	143	179	110	178	145	164	171	169	163	141	103	175	1,841	2,400	
Misc-Assesmnt Collection Cost	-	2,703	5,054	4,454	448	248	812	143	-	86	-	-	13,948	14,478	
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	30	30	360	
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175	
Total Administrative	18,226	9,327	21,562	10,738	6,592	7,467	13,308	8,287	5,738	7,445	6,984	6,958	122,632	123,813	
Other Public Safety															
Contracts-Mgmt Services	644	644	644	644	644	644	644	644	644	644	644	644	7,725	7,725	
R&M-Gate	-	110	125	864	467	426	-	710	151	356	-	200	3,410	3,000	
R&M-Gatehouse	-	-	-	-	-	102	100	88	-	850	-	100	1,240	1,200	
R&M-Security Cameras	-	-	-	100	-	-	-	-	1,300	-	-	100	1,500	2,000	
Total Other Public Safety	644	754	769	1,608	1,111	1,172	744	1,442	2,095	1,850	644	1,044	13,875	13,925	

Statement of Revenues, Expenditures and Changes in Fund Balances

Trend Report

For the Period Ending August 31, 2018

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	Jul Actual	Aug Actual	Sep Budget	TOTAL	
													Projected FY 2018	Actual Budget
Field														
Contracts-Mgmt Services	9,228	9,228	9,228	9,228	9,228	9,228	9,228	9,228	9,228	9,228	9,228	9,228	110,739	110,739
Contracts-Lake and Wetland	510	510	510	510	510	510	510	510	510	510	510	510	6,120	6,120
Contracts-Landscape	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	83,996	82,016
Utility - General	3,064	2,981	3,151	3,375	3,064	2,764	2,871	2,897	2,581	3,103	2,704	3,100	35,655	37,200
Utility - Water & Sewer	513	947	178	523	500	450	689	1,265	870	604	458	550	7,547	12,000
Insurance - General Liability	26,941	-	-	-	-	-	-	-	-	-	-	-	26,941	32,011
R&M-Drainage	-	310	459	-	-	9,258	4,640	-	-	6,977	-	-	21,644	10,000
R&M-Entry Feature	-	-	111	9	-	-	-	-	-	98	-	3,402	3,620	7,000
R&M-Lake	105	685	-	-	127	-	-	695	50	1,009	165	175	3,010	2,100
R&M-Plant Replacement	-	-	-	-	-	-	1,951	-	-	1,009	-	540	3,500	3,500
R&M-Trees and Trimming	-	-	-	-	-	1,750	-	-	-	-	-	4,250	6,000	6,000
Misc-Special Projects	-	2,130	3,990	-	-	2,310	-	-	-	1,000	7,940	1,500	18,870	10,930
Hurricane Contingency	27,959	16,506	-	-	13,959	-	-	(11,263)	-	-	-	-	47,162	-
Misc-Contingency	5	825	1,991	17	531	4	77	131	72	1,201	33	146	5,033	5,000
Total Field	75,325	41,123	26,618	20,662	34,919	33,274	26,966	10,463	20,311	31,739	28,038	30,402	379,837	324,616
Road and Street Facilities														
R&M-Parking Lots	-	-	-	-	-	-	90	-	-	65	56	95	306	250
R&M-Roads & Alleys	-	-	-	544	602	580	1,407	-	-	701	23	3,166	7,023	7,000
R&M-Sidewalks	-	-	-	-	-	-	-	-	-	-	-	3,960	3,960	3,960
R&M-Streetlights	-	117	1,580	-	260	1,970	-	645	925	170	-	3,833	9,500	9,500
Misc-Contingency	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000
Cap Outlay - Sidewalk Impr	-	3,847	-	-	-	-	5,998	-	-	-	-	155	10,000	10,000
Cap Outlay - Streetlight Impr	-	-	-	-	-	-	-	-	-	-	-	15,200	15,200	15,200
Reserve - Roads & Streetlights	-	-	-	-	-	-	-	-	58,430	-	-	-	58,430	5,369
Total Road and Street Facilities	-	3,964	1,580	544	862	2,550	7,495	645	59,355	936	79	29,409	107,419	54,279
Parks and Recreation - General														
Contracts-Mgmt Services	4,942	4,942	4,942	4,942	4,942	4,942	4,942	4,942	4,942	4,942	4,942	4,942	59,307	59,307
Contracts-Janitorial Services	1,380	1,380	1,380	1,380	1,380	1,380	1,943	1,580	1,580	1,580	1,580	1,580	18,123	16,560
Contracts-Pools	900	900	900	900	900	900	900	900	900	900	900	900	10,800	10,800
Contracts-Pest Control	798	250	-	-	-	-	-	-	-	-	-	-	1,048	1,100
Communication - Telephone	597	597	597	600	597	620	625	665	619	619	672	620	7,427	7,320
R&M-Clubhouse	624	1,816	5,454	3,424	1,474	2,694	1,082	1,558	-	790	150	1,500	20,566	18,000
R&M-Parks	-	2,123	2,539	720	2,068	175	1,174	758	1,701	733	4,756	550	17,298	6,600
R&M-Pools	215	194	-	280	93	253	93	5,206	607	829	126	500	8,396	6,000
R&M-Tennis Courts	-	-	-	-	-	5,643	-	5,643	-	-	5,814	8,714	25,814	20,000

Statement of Revenues, Expenditures and Changes in Fund Balances

*Trend Report
For the Period Ending August 31, 2018*

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	Jul Actual	Aug Actual	Sep Budget	TOTAL	
													Projected FY 2018	Actual Budget
Miscellaneous Services	-	209	643	564	176	53	225	242	163	271	276	200	3,022	2,400
Misc-Holiday Decor	-	-	390	78	-	-	-	-	-	-	-	-	469	500
Misc-Cable TV Expenses	76	85	85	82	82	82	82	82	82	82	82	82	982	940
Office Supplies	120	550	145	278	272	432	346	586	160	188	214	180	3,472	2,160
Op Supplies - General	-	380	51	12	218	214	144	269	452	151	-	225	2,116	2,700
Cap Outlay - Equipment	-	-	11,357	-	866	-	11,199	5,520	-	-	5,679	-	34,621	5,000
Cap Outlay-Clubhouse	7,525	13,918	-	19,409	-	(938)	-	-	-	-	-	-	39,914	21,500
Reserve - Roof	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
Reserve - Swimming Pools	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500
Total Parks and Recreation - General	17,178	27,345	28,484	32,669	13,068	16,450	22,755	27,951	11,206	11,085	25,191	19,994	253,375	188,387
Special Recreation Facilities														
Miscellaneous Services	96	443	227	209	249	296	59	465	139	216	151	300	2,850	4,500
Misc-Event Expense	34	1,179	861	3,934	3,979	9,706	1,474	812	75	105	-	2,000	24,159	12,000
Misc-Social Committee	-	2,266	288	61	3,745	1,355	4,288	1,775	2,246	907	400	2,000	19,331	24,000
Misc-Trips and Tours	-	-	-	-	-	-	-	-	-	-	-	400	400	500
Office Supplies	-	20	-	273	302	-	66	9	55	-	-	42	767	500
Total Special Recreation Facilities	130	3,908	1,376	4,477	8,275	11,357	5,887	3,061	2,515	1,228	551	4,742	47,507	41,500
Total Expenditures	111,502	86,421	80,388	70,698	64,827	72,270	77,155	51,849	101,219	54,283	61,487	92,549	924,644	746,520
Excess (deficiency) of revenues Over (under) expenditures	(109,470)	53,037	176,487	158,815	(34,830)	(54,792)	(31,038)	(34,435)	(99,601)	(47,904)	(58,124)	(89,038)	(170,891)	-
Other Financing Sources (Uses)														
Operating Transfers-Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net change in fund balance	\$ (109,470)	\$ 53,037	\$ 176,487	\$ 158,815	\$ (34,830)	\$ (54,792)	\$ (31,038)	\$ (34,435)	\$ (99,601)	\$ (47,904)	\$ (58,124)	\$ (89,038)	\$ (170,891)	\$ -

Statement of Revenues, Expenditures and Changes in Fund Balances

Trend Report

For the Period Ending August 31, 2018

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	Jul Actual	Aug Actual	Sep Budget	TOTAL	
													Projected FY 2018	Adopted Budget
Revenues														
Interest - Investments	\$ 2	\$ 1	\$ 2	\$ 1	\$ 1	\$ 4	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 23	\$ 24
Special Assmnts- Tax Collector	-	16,432	30,770	27,146	2,705	1,486	4,807	835	-	504	33	-	84,718	84,719
Special Assmnts- Discounts	-	(616)	(1,195)	(1,085)	(84)	(36)	(57)	-	-	-	(33)	-	(3,106)	(3,389)
Other Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-	-	250	250	3,500
Total Revenues	2	15,817	29,577	26,062	2,622	1,454	4,752	837	2	506	2	252	81,885	84,854
Expenditures														
Administrative														
Misc-Assessmnt Collection Cost	-	316	592	521	52	29	95	17	-	10	-	-	1,633	1,694
Total Administrative	-	316	592	521	52	29	95	17	-	10	-	-	1,633	1,694
Field														
Contractis-Irrigation	3,750	3,750	3,750	4,426	3,919	3,919	3,919	3,919	3,919	3,919	3,919	3,919	47,028	45,000
R&M-Irrigation	1,000	9,150	13,489	6,465	4,141	6,414	12,074	6,957	5,944	5,446	7,036	3,000	81,117	36,000
R&M-Pumps	-	-	-	540	5,990	-	-	4,998	-	-	-	540	12,068	2,160
Total Field	4,750	12,900	17,239	11,431	14,050	10,333	15,993	15,874	9,863	9,365	10,955	7,459	140,213	83,160
Total Expenditures	4,750	13,216	17,832	11,952	14,102	10,362	16,088	15,891	9,863	9,375	10,955	7,459	141,846	84,854
Excess (deficiency) of revenues	(4,748)	2,601	11,745	14,110	(11,480)	(8,908)	(11,336)	(15,054)	(9,861)	(8,869)	(10,953)	(7,207)	(59,959)	-
Over (under) expenditures	\$ (4,748)	\$ 2,601	\$ 11,745	\$ 14,110	\$ (11,480)	\$ (8,908)	\$ (11,336)	\$ (15,054)	\$ (9,861)	\$ (8,869)	\$ (10,953)	\$ (7,207)	\$ (59,959)	\$ -

HERITAGE OAK PARK

Community Development District

Activities Fund Deposits**Deposit**

Date	Amount	Trivia		Pool side	Pancake Blast	Morning		Joey's		HOP	Musical		Winter	Veterans	Kickin		Sweet	Cirque de HOP	End of Season	Blues	Memorial	Summer	Ladies	Labor
		Night	Day			Coffee	Social	Rockin	Hallo		Mind	Reader			Land	Day								
10/12/17	Deposit	\$1,022			\$60	\$25	\$45	\$108	\$280	\$504														
10/23/17	Deposit	\$359		\$399					(\$40)															
11/02/17	Deposit	\$1,738	\$35	\$697	\$68			\$224		\$714														
11/22/17	Deposit	\$2,332		\$316						\$36		\$1,880	\$100											
12/05/17	Deposit	\$1,256		\$488	\$128				\$120			\$440		\$80										
12/22/17	Deposit	\$251	\$18		\$18							\$80		\$135										
12/22/17	Deposit	\$1,618	\$1	\$743	\$80		\$207		\$80			\$260		\$205	\$42		\$310							
01/11/18	Deposit	\$3,166		\$1,313			\$621		\$40					\$175	\$461	\$246								
01/11/18	Deposit	\$55												\$55										
01/24/18	Deposit	\$3,274	\$31	\$1,044			\$18		\$120						\$215	\$36	\$780	\$1,030						
02/08/18	Deposit	\$1,526	\$6		\$8													\$1,512						
02/08/18	Deposit	\$5,370		\$1,209	\$48				\$610						\$45		\$42	\$80						
03/23/18	Deposit	\$2,514		\$949	\$68				\$480									\$891	\$126					
04/18/18	Deposit	\$119																	\$56	\$63				
04/18/18	Deposit	\$2,667		\$1,141															\$785	\$741				
05/01/18	Deposit	\$2,229	\$18	\$1,620															\$114	\$270	\$207			
05/23/18	Deposit	\$1,120							\$1,120															
05/23/18	Deposit	\$5,170							\$5,170															
05/23/18	Deposit	\$1,286	\$56	\$682																	\$548			
06/28/18	Deposit	\$1,160	\$18	\$1,034																	\$108			
07/27/18	Deposit	\$1,519	\$18	\$1,096		\$100			\$285													\$20		
08/16/18	Deposit	\$1,566		\$722		\$500																\$124	\$220	
08/30/18	Deposit	\$1,182		\$462					\$280													\$96	\$120	\$224
Total		\$42,497	\$201	\$13,913	\$478	\$625	\$891	\$332	\$8,545	\$1,254	\$2,660	\$100	\$650	\$721	\$324	\$822	\$1,420	\$5,739	\$1,081	\$1,074	\$863	\$240	\$340	\$224
Expenses		(\$39,491)	\$0	(\$11,588)	(\$468)	(\$865)	(\$816)	(\$291)	(\$6,938)	(\$1,120)	(\$3,442)	(\$639)	(\$935)	(\$114)	(\$283)	(\$796)	(\$1,371)	(\$7,084)	(\$787)	(\$949)	(\$1,006)	\$0	\$0	\$0
Profit / (Loss)		\$3,006	\$201	\$2,325	\$10	(\$240)	\$75	\$41	\$1,607	\$134	(\$782)	(\$539)	(\$285)	\$607	\$41	\$26	\$49	(\$1,345)	\$294	\$125	(\$143)	\$240	\$340	\$224
Other Expenses		(\$3,275)																						
Total Profit / (Loss)		(\$270)																						

Notes: Revenue and Expenses are per financial statements
Expenses also include office supplies for activities department not tied to a specific activity

Cash and Investment Report
August 31, 2018

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Checking Account	Regions Bank	N/A	0.00%	\$170,372
Operating Checking Account - MuniNow	SunTrust	N/A	0.10%	\$75,166
			Subtotal	\$245,538
Petty Cash - Property Manager	N/A	N/A	N/A	\$200
Money Market Account	BankUnited	N/A	1.00%	\$368,765 (1)
			Total	\$614,503

NOTE 1 - Invested Funds into a Money Market Account with BankUnited at variable rates.

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 8711 Regions Bank - GF
Statement No. 08-18
Statement Date 8/31/2018

G/L Balance (LCY)	170,372.08	Statement Balance	208,180.93
G/L Balance	170,372.08	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	208,180.93
Subtotal	170,372.08	Outstanding Checks	37,808.85
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	170,372.08	Ending Balance	170,372.08
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
1/10/2018	Payment	12004	EDWARD A. CAREY	184.70	0.00	184.70
2/20/2018	Payment	12074	EDWARD A. CAREY	184.70	0.00	184.70
3/20/2018	Payment	12117	EDWARD A. CAREY	184.70	0.00	184.70
8/21/2018	Payment	12324	FLORIDA GYMTECH LLC	1,054.30	0.00	1,054.30
8/22/2018	Payment	12325	CPH, INC	5,211.88	0.00	5,211.88
8/28/2018	Payment	12330	ARTISTREE LANDSCAPE	6,999.63	0.00	6,999.63
8/28/2018	Payment	12331	FEDEX	17.40	0.00	17.40
8/28/2018	Payment	12332	FLORIDA GYMTECH LLC	204.56	0.00	204.56
8/28/2018	Payment	12333	INFRAMARK, LLC	20,547.08	0.00	20,547.08
8/28/2018	Payment	12334	REGIONS BANK-9343	35.10	0.00	35.10
8/28/2018	Payment	12335	STEVE ESTOK	25.00	0.00	25.00
8/29/2018	Payment	12336	ERIC THARP	477.00	0.00	477.00
8/30/2018	Payment	12337	OLIN E. BELL	184.70	0.00	184.70
8/30/2018	Payment	12338	PAUL J. FALDUTO, JR	184.70	0.00	184.70
8/30/2018	Payment	12339	BRIAN R. BITGOOD	184.70	0.00	184.70
8/30/2018	Payment	12340	EDWARD A. CAREY	184.70	0.00	184.70
8/30/2018	Payment	12341	DONALD A. OPPENHEIM	184.70	0.00	184.70
8/30/2018	Payment	12342	CENTURYLINK	656.31	0.00	656.31
8/30/2018	Payment	12343	COPIERS PLUS	32.90	0.00	32.90
8/30/2018	Payment	12344	SAM'S CLUB DIRECT	413.35	0.00	413.35
8/31/2018	Payment	DD00029	Payment of Invoice 010017	55.17	0.00	55.17
8/31/2018	Payment	DD00030	Payment of Invoice 010018	402.57	0.00	402.57
8/31/2018	Payment	12345	ADA SITE COMPLIANCE INCORPORATED	199.00	0.00	199.00
Total Outstanding Checks.....				37,808.85		37,808.85

Heritage Oak Park CDD

Bank Reconciliation

Page Number 33

Bank Account No. 6400 SunTrust Bank N.A.
Statement No. 08-18
Statement Date 8/31/2018

G/L Balance (LCY)	75,165.77	Statement Balance	75,165.77
G/L Balance	75,165.77	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	75,165.77
Subtotal	75,165.77	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	75,165.77	Ending Balance	75,165.77
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 8/1/2018 to 8/31/2018
(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	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	kitchen supplies	549001-57501	\$54.93
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	boce score boards	546066-57201	\$167.68
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	flags for entry way	546021-53901	\$98.40
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	wireless temp sensor for the pool	546074-57201	\$208.18
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	fire extinguisher recharge	546015-57201	\$268.00
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	febreze for furniture	549001-57201	\$6.41
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	coffee social	549051-57501	\$23.36
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Cleaning Supplies	552001-57201	\$9.26
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Gate Remotes	546034-52901	\$101.21
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Gas	549900-53901	\$25.64
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Cleaning Items	549900-53901	\$47.30
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Extra keys, mailbox lock, and re-key	546015-57201	\$68.50
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Pond Chemicals	546066-57201	\$174.97
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	tanks for poolside lunch	549051-57501	\$64.11
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Maintenance Cart	549900-53901	\$1,100.00
001	12300	08/01/18	SUNTRUST BANK	8114-040218	04/02/18 STATEMENT PURCHASES	Misc Supplies	549001-57201	\$45.48
001	12301	08/02/18	ARTISTREE LANDSCAPE	134939	7/18 GROUNDS MAINT	Contracts-Landscape	534050-53901	\$6,999.63
001	12302	08/02/18	BUFFALO GRAFFIX	501525	ACTIVITIES CALENDARS 8/18	Miscellaneous Services	549001-57501	\$82.72
001	12303	08/02/18	COPIERS PLUS	2018-0828	8/18 MONTHLY BILLING/COPIES	Office Supplies	551002-57201	\$26.83
001	12304	08/02/18	ELECTRICAL SOLUTIONS OF SW	5516	REPLACE STREET LIGHT LAMPS	R&M-Streetlights	546095-54101	\$170.00
001	12304	08/02/18	ELECTRICAL SOLUTIONS OF SW	5515	INSTALL 30 AMP GENERATOR OUTLT	Misc-Special Projects	549053-53901	\$1,000.00
001	12305	08/02/18	GREATAMERICA FINANCIAL SVCS	23027201	COPIER LEASE FOR 7/18	Office Supplies	551002-57201	\$104.86
001	12307	08/02/18	THE SUN	3591432	PUBLIC HEARING NOTICE	Legal Advertising	548002-51301	\$323.18
001	12308	08/15/18	ARTISTREE LANDSCAPE	135249	TURF REPAIR & ROOT COVERAGE	boce area	546066-57201	\$682.86
001	12309	08/15/18	CENTURYLINK	78717-071918	7/19/18-8/18/18 #311078717	Communication - Telephone	541003-57201	\$634.20
001	12310	08/15/18	COMCAST	072818-5503	8/11-9/10/18 #8535100600755503	Misc-Cable TV Expenses	549039-57201	\$81.78
001	12311	08/15/18	COVERALL OF FT. MYERS	1160243884	CLEANING SERVICE 8/1-8/31/18	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	12312	08/15/18	FEDEX	6-260-83443	SERVICE FOR 7/20/18	Communication/Freight - Gen'l	541001-51301	\$12.89
001	12313	08/15/18	LAKE & WETLAND MANAGEMENT	5517	8/18 LAKE MAINTENANCE	Contracts-Lake and Wetland	534021-53901	\$510.00
001	12315	08/15/18	SECURITY ALARM CORPORATION	189549	SECURITY CLAIMSHELL CARDS-25 PK	cards/card reader for fitness rm	546066-57201	\$1,060.00
001	12315	08/15/18	SECURITY ALARM CORPORATION	193194	MONITORING 8/8/18-11/7/18	R&M-Clubhouse	546015-57201	\$84.00
001	12316	08/15/18	TODD PROA	192228	DRAW 1 AUTOMATIC DOOR LOCK SYS	Misc-Special Projects	549053-53901	\$6,940.00
001	12316	08/15/18	TODD PROA	0006578	7/18 MONTHLY POOL SERVICE	July service	534078-57201	\$900.00
001	12316	08/15/18	TODD PROA	0006578	7/18 MONTHLY POOL SERVICE	pool perfect	546074-57201	\$63.04
001	12316	08/15/18	TODD PROA	0006747	8/18 MONTHLY POOL SERVICE	Aug service	534078-57201	\$900.00
001	12316	08/15/18	TODD PROA	0006747	8/18 MONTHLY POOL SERVICE	pool perfect	546074-57201	\$63.04
001	12317	08/20/18	FEDEX	6-217-63909	SERVICE FOR 6/8-6/13/18	Communication/Freight - Gen'l	541001-51301	\$28.02
001	12319	08/20/18	ELECTRICAL SOLUTIONS OF SW	5517	INSTALL 30 AMP GEN OUTLET	Misc-Special Projects	549053-53901	\$1,000.00

HERITAGE OAK PARK
Community Development District

Payment Register by Fund
For the Period from 8/1/2018 to 8/31/2018
(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	12320	08/20/18	SPORTS SURFACES LLC	9767	RESURFACE 2 TENNIS COURTS	R&M - Tennis Courts	546442-57201	\$5,814.00
001	12321	08/20/18	STAPLES CREDIT PLAN	072718-7190	PURCHASES FOR 7/02/18-07/24/18	Office Supplies	551002-57201	\$214.20
001	12322	08/20/18	SUN COAST MEDIA GROUP, INC	080318	RENEWAL FOR 13 WEEKS 11/29/18	Miscellaneous Services	549001-57201	\$77.01
001	12323	08/20/18	VERTEX WATER FEATURES	880030916	AERATOR SERVICE CALL	R&M-Lake	546042-53901	\$131.00
001	12324	08/21/18	FLORIDA GYMTECH LLC	88183	SVC CALL FOR ELLIPTICAL EQUIP	Gym equip repairs	546066-57201	\$1,054.30
001	12326	08/22/18	FEDEX	6-225-37018	SERVICE FOR 6/18/18	Communication/Freight - Gen'l	541001-51301	\$12.86
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	road work	546081-54101	\$22.50
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	paint for handicap stops and parking spots	546065-54101	\$55.67
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	primer for windows around lodge	546015-57201	\$63.94
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	new doors for Pool restrooms	546066-57201	\$1,237.70
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	bark nuggets	549900-53901	\$16.25
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	new cord for aerators	546042-53901	\$33.94
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	garage items	546066-57201	\$16.80
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	bark nuggets	549900-53901	\$16.25
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	tulip strike plate	546015-57201	\$1.98
001	12327	08/22/18	HOME DEPOT CREDIT SERVICES	080518-6325	PURCHASES 07/05/18-08/04/18	kitchen supplies	549001-57501	\$20.00
001	12329	08/22/18	ROBERT BRIARTON	081518-BATHROOM	INSTALL 2 STEEL DOORS & FRAMES	installation of new bathroom doors	546066-57201	\$500.00
001	12330	08/28/18	ARTISTREE LANDSCAPE	135459	8/18 GROUNDS MAINT	Contracts-Landscape	534050-53901	\$6,999.63
001	12330	08/28/18	FEDEX	6-282-08009	SERVICE FOR 8/9/18	Communication/Freight - Gen'l	541001-51301	\$17.40
001	12332	08/28/18	FLORIDA GYMTECH LLC	821181	NEW LEG/CHEST PRESS CABLES	Add'l repairs to fitness equip	546066-57201	\$204.56
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,061.50
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Contracts-Mgmt Services	534001-52901	\$643.75
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$65.90
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$16.45
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$688.98
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$9,228.25
001	12333	08/28/18	INFRAMARK, LLC	33352	8/18 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$4,942.25
001	12334	08/28/18	REGIONS BANK-9343	3417-081318	PURCHASES 7/14/18-8/13/18	kitchen supplies	549001-57501	\$10.58
001	12334	08/28/18	REGIONS BANK-9343	3417-081318	PURCHASES 7/14/18-8/13/18	coffee social	549051-57501	\$24.52
001	12335	08/28/18	STEVE ESTOK	RKDD-082418	KEY REFUND-STEVE ESTOK	Deposits	220000	\$25.00
001	12336	08/29/18	ERIC THARP	082718	ENTERTAINMENT FOR LABOR DAY	Labor Day entertainment	155000	\$477.00
001	12342	08/30/18	CENTURYLINK	78717-081918	8/19/18-9/18/18 #311078717	Communication - Telephone	541003-57201	\$656.31
001	12343	08/30/18	COPIERS PLUS	2018-0889	09/18 MONTHLY BILLING/COPIES	Prepaid Items	155000	\$32.90
001	12344	08/30/18	SAM'S CLUB DIRECT	71667-082018	PURCHASES FOR 7/18-8/19/18	Kitchen Supplies	549001-57501	\$28.21
001	12344	08/30/18	SAM'S CLUB DIRECT	71667-082018	PURCHASES FOR 7/18-8/19/18	Poolside Lunch	549051-57501	\$169.73
001	12344	08/30/18	SAM'S CLUB DIRECT	71667-082018	PURCHASES FOR 7/18-8/19/18	Poolside Lunch	549051-57501	\$184.28
001	12344	08/30/18	SAM'S CLUB DIRECT	71667-082018	PURCHASES FOR 7/18-8/19/18	Coffee Social	549051-57501	\$21.85
001	12344	08/30/18	SAM'S CLUB DIRECT	71667-082018	PURCHASES FOR 7/18-8/19/18	Kitchen Supplies	549001-57501	\$9.28
001	12345	08/31/18	ADA SITE COMPLIANCE INCORPORATED	330	ADA WEBSITE TECH	ADA audit for website	549001-57201	\$199.00
001	DD00026	08/08/18	FPL	072418-ACH	SERVICE FOR 06/22/18-07/24/18	Utility - General	543001-53901	\$3,102.66

HERITAGE OAK PARK

Community Development District

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Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD00027	08/02/18	CHARLOTTE COUNTY UTILITIES	071218-101597	26307-101597 06/08/18-07/10/18	Utility - Water & Sewer	543021-53901	\$557.87
001	DD00028	08/02/18	CHARLOTTE COUNTY UTILITIES	071218-080703	26307-080703 06/08/18-07/10/18	Utility - Water & Sewer	543021-53901	\$45.79
001	DD00029	08/31/18	CHARLOTTE COUNTY UTILITIES	081018-080703	26307-080703 07/10/18-08/08/18	Utility - Water & Sewer	543021-53901	\$55.17
001	DD00030	08/31/18	CHARLOTTE COUNTY UTILITIES	081018-101597	26307-101597 07/10/18-08/08/18	Utility - Water & Sewer	543021-53901	\$402.57
001	12337	08/30/18	OLIN E. BELL	PAYROLL	August 30, 2018 Payroll Posting			\$184.70
001	12338	08/30/18	PAUL J. FALDUTO, JR	PAYROLL	August 30, 2018 Payroll Posting			\$184.70
001	12339	08/30/18	BRIAN R. BITGOOD	PAYROLL	August 30, 2018 Payroll Posting			\$184.70
001	12340	08/30/18	EDWARD A. CAREY	PAYROLL	August 30, 2018 Payroll Posting			\$184.70
001	12341	08/30/18	DONALD A. OPPENHEIM	PAYROLL	August 30, 2018 Payroll Posting			\$184.70
Fund Total								\$69,693.77

IRRIGATION FUND - 002

002	12306	08/02/18	MAINSCAPE	1219701	IRRIGATION SERVICE-HOA	BILL BACK TO HOA	155000	\$275.00
002	12314	08/15/18	MAINSCAPE	1220182	IRRIGATION MAINT 8/18	Contracts-Irrigation	534073-53901	\$3,919.00
002	12325	08/22/18	CPH, INC	109780	IRRIGATION PLAN THRU 6/17/18	1st draw of for approved proposal for mainline	546041-53901	\$5,211.88
002	12328	08/22/18	MAINSCAPE	1221013	IRRIGATION SERVICE 07/18	R&M-Irrigation	546041-53901	\$1,459.43
002	12328	08/22/18	MAINSCAPE	1221057	RPR MAINLINE @1401 WINDING OAK	R&M-Irrigation	546041-53901	\$365.00
Fund Total								\$11,230.31

Total Checks Paid	\$80,924.08
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Sixth Order of Business

6A.

PROPOSAL



SPECIFICS, DESCRIPTION, & INSTRUCTIONS					
Baseline soil moisture	8				
Price to include labor for installation and programming					
				TOTAL:	\$4,800.00

Name	Title	Date
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Seventh Order of Business

7D.

Inframark Field Management Report Site Inspection – 9/7/18

1. Lake Management:

- a. **Littoral Plants:** Northend Littoral shelf has excessive torpedo grass growth, as well as littoral shelf near control structure. Recommend treatment.



b. Algae:

- i. Filamentous Algae: No issues observed.
- ii. Planktonic Algae: No issues observed.

c. Shoreline Weeds: Weed issues found this month included:

- i. Torpedo Grass –Low Density: Noted in littoral plants in north and southeast corner littoral shelves. Recommend treatment.
- ii. Cattails – No issues observed.

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- iii. **Miscellaneous Weeds – High Density:** Illinois pond weed observed throughout entire pond, Recommend treatment.



- d. **Submerged Weeds:** No issues observed.
- e. **DO Test:** Test was conducted on 7/26/18. Next test will be conducted in November.
- f. **Shoreline Erosion:**
- i. Recommend continuing with the fortification of the undermined sidewalk areas. Erosion has been marked for last three site visits. Must be treated before problem escalates and causes damage to sidewalk. New erosion issues has been noted on Southeast, West, and North end of lake.



g. Lake Bank Signage:

- i.** No new issues observed.

h. Shoreline Plants:

- i.** Hemp vines growing on Southwest end shoreline plants. Recommended that Landscapers remove vines.



i. Lake Bank Trash: No new issues observed.

2. Aerators:

i. No new issues were observed this month. All 5 aerators are functioning currently.

3. Facilities: Maintenance issues found this month include:

a. Lodge:

i. No issues observed.

b. Sports Bar:

i. No new issues observed.

c. Crafts Room:

i. No issues observed.

a. Courtyard:

i. Recommend to secure loose wires to Courtyard pavilion structure, this has been a concern in the last four reports this must be addressed immediately. (Still an issue)



- b. **Guard House:** No issues observed.
- c. **Maintenance Garage:** No issues observed.
- d. **Exercise Room / Pool Bathroom:**
 - a. No issues observed in Exercise room.
 - b. New access and exit scanners installed for both woman and mens bathrooms.



e. **Mail Box Huts:** No new issues observed.

j. **Pool Area/Equipment:**

a. Standing water around pool heaters, recommend advising pool company to investigate.



k. Sports Courts:

a. Tennis / Pickle ball Courts:

- i. Tennis Courts have been resurfaced



b. Bocce Ball Courts:

- i. No new issues observed.

c. Shuffle Board Courts:

- i. No new issues observed.

d. Horse Shoe Pits:

- i. Recommend power washing concrete slabs.



e. **Storage Shed:**

- i. No new issues observed.

f. **Cornhole Court:**

- i. No new issues observed

l. **Storm Drainage System:**

- a. **Storm Drains:** No new issues observed.
- b. **Drain Culverts:** No new issues observed.
- c. **Lake Drain Pipes:** New drainage pipe was installed, recommend covering with rock to prevent damage.



- d. **Drainage Swales:** No issues observed.
- e. **Lake Weirs:** No issues observed this month; both weirs were debris free.

m. **Roadways:**

- a. **Asphalt:** No new issues observed.

- b. **Curbing / Storm Water Gutters:** No new issues observed.
- c. **Signage/Landscaping:** No new issues observed.
- d. **Lighting:**
 - i. No new issues observed.
- n. **Gate Systems:**
 - a. **Front Gate:** No new issues observed.
 - b. **Rear Gate:** No new issues observed.
- o. **Perimeter Structures:**
 - a. No new issues observed
 - b. Perimeter Fence: No issues observed
- p. **Security Cameras:**
 - a. No functionality issues observed this month.
- q. **Pergola Walkway:** No new issues observed.
- r. **Pavilions:** No new issues observed
- s. **Sidewalks:** See Shoreline Erosion tab above.
- t. **Landscaping:** No new issues observed.
- u. **Landscape Lighting:** No new issues observed.
- v. **Irrigation System:**
 - a. Minor erosion occurring under concrete slab. Recommend checking for irrigation leaks.



w. **Golf Carts:** No new issues observed.

x. **Residential Complaints/Concerns:** None at this time.

y. **Non CDD Issues Observed:** None at this time.

z. **Fish/Wildlife Observations:**

i. **Invasive fish recommendations:** There are 3 ways to gain back control of the fish in the lake,

1. Use a shock method to remove invasive species.
2. Fish by cast net and remove the invasive
3. Have a local fisherman come in and fish the invasive out.

Update: I have found of group out of Polk county to fish out the invasive. They do this free of charge to the district. Already established in other districts around HOP area. Fully insurance. Michelle will have the contact info for the group to further.

☐ Bass	☒ Bream	☐ Catfish	☐ Gambusia
☒ Egrets	☒ Herons	☒ Coots	☐ Gallinules
☒ Anhinga	☐ Cormorant	☐ Osprey	☒ Ibis
☐ Woodstork	☐ Otters	☐ Alligators	☒ Snakes
☒ Turtles	☐ Other Species: _____		

aa. **Completed events in January**

- a. Repair of electrical conduit line on lodge light. [Completed](#)
- b. Exercise room emergency light not working. [Completed](#)
- c. Broken drain pipe. Remove debris and replace. [Completed](#)

- d. Exercise equipment needs to be PM'd. This would include a full cleaning of all equipment followed by lubricating the necessary parts to extend the life of the machines and prevent failure. [Completed](#)
- e. Signs that do not have a solid 4x4 core will be changed out to minimize the repairs and prevent them from being blown over in high wind situations. [Completed](#)

bb. Completed events in December

- a. Leaking hose Bibb. Replace with new hose Bibb. [Completed](#)
- b. Roof on guard house needs to be chemically treated to remove dirt and growth. Recommend using a cleaner called Biocide. Environmentally friendly, will not hurt the plants or grass around the area. Applied using existing power washer with spray nozzle from Biocide. SPI out of Sarasota is the vendor that carries this product. [Completed](#)
- c. Exercise/pool exterior windows need to be cleaned. [Completed](#)

cc. Completed events in November

- a. Pool tile dirty lines on depth tile markers. Contacted pool maintenance company to clean on next visit. [Completed](#)
- b. Spot cleaning needed in courtyard. [Completed](#)

dd. Completed events in September

- a. Sidewalks at entrance needs to be cleaned. [Completed](#)
- b. White fence along walkways needs to be treated with chemicals to remove algae growth. Concentrated at the bottoms of the railings. [Completed](#)
- c. Pavers near courtyard bridge need to be pressure cleaned. [Completed](#)