

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
MAY 21, 2020
AGENDA PACKAGE

Call in Number 800-747-5150
Access Code: 2836125

Heritage Oak Park Community Development District
Inframark, Infrastructure Management Services
210 N. University Drive, #702, Coral Springs, FL 33071
Tel: 954-603-0033 Fax: 954-345-1292

May 14, 2020

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Heritage Oak Park CDD will be held on Thursday, May 21, 2020 at 10:00 a.m.

Call in Number 800-747-5150
Access Code: 2836125

Following is the advanced agenda:

Workshop

1. Call to Order and Roll Call
2. Discussion on O&M Budget
3. Adjournment

Regular Meeting

1. Call to Order and Roll Call
2. Audience Comments on Agenda Items
3. Approval of Consent Agenda
 - A. Approval of the Minutes of the April 7, 2020 Special Meeting
 - B. Approval of the Minutes of the April 16, 2020 Regular Meeting
 - C. Financial Statements and Check Register
4. New Business
 - A. Pump #9 Replacement
5. Old Business
 - A. Distribution of Proposed Budget for Fiscal Year 2021
 - B. Pool Repair Bid
 - C. Discussion on Re-Opening Public Areas
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - i. Acceptance of the Audit for Fiscal Year 2019
 - ii. Consideration of Resolution 2020-05 Approving the Proposed Budget and Setting the Public Hearing
 - iii. Number of Registered Voters - 808
7. On-Site Administration Report – Project Updates

Heritage Oak Park CDD
May 14, 2020
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8. Supervisor Requests
9. Audience Comments
10. 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

Third Order of Business

3A.

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

A special meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Tuesday, April 7, 2020 at 10:00 a.m. Due to the changing environment associated with COVID-19, and to enable action on items essential to the health, safety and welfare of the community during the pandemic, as well as any other business that may properly come before the Board, the Board of Supervisors of the Heritage Oak Park Community Development District held this special meeting electronically under the auspices of Florida Executive Orders 20-52 and 20-69.

Present and constituting a quorum were:

Brian Bitgood	Chairperson
Paul Falduto, Jr.	Vice Chairperson
Edward Carey	Assistant Secretary
Earl Bell	Assistant Secretary
Kent Weeks	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Residents	

The recording of the Heritage Oak Park Community Development District Special Meeting on Tuesday, April 7, 2020 was not completely audible, and the following is a summary of actions taken by the 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

Audience Comments on Agenda Items

- Mr. Bitgood asked Ms. Egan to read one comment received from a resident.
- Ms. Egan read the following from resident, Ron Watson, Waterside Club IV Unit 102:

- “Is there anything keeping our CDD from arranging to have the needed repairs to the pool performed during the time it is closed due to the pandemic? It seems like a better scheduling opportunity since it is still the dry season, and we are not allowed to use it now or in the immediate future. That way, the pool could be done prior to it being reopened after this pandemic has cleared instead of waiting until the summer when we have rain and the hottest time of the year.”
- Mr. Bitgood noted we will now discuss the Fiscal Year 2021 budget and asked Mr. Falduto to speak.
- Mr. Falduto discussed the Fiscal Year 2021 budget noting he worked with Mr. Alan Baldwin and Ms. Egan. Three budget options will be presented at the regular meeting next week.
- One option will be the budget we worked on a few months ago which had a zero increase.
- The second budget will be a budget with a \$2 Million loan and the changes that would be required to obtain the loan.
- The third budget will be with a \$3 Million loan with increases in assessments.
- Mr. Falduto noted the Board voted on the \$1 Million budget at the last meeting, however, in looking at the needs of the Park, if we went with \$1 Million, we would probably need to do another loan in a few years. He felt that would not meet the needs of the Park. Rather than making our accountant do all the work for a \$1 Million loan, which was not feasible, they decided to do a \$2 or \$3 Million loan.
- He spoke about the Board’s wish list presented to everyone at the last meeting which will be included in the presentation. It will not be coming out of our normal operating expenses. It will come out of the loan if we borrow the money.
- He noted the irrigation line will fold into operating expenses. We will still have debt service and operating service, but there will no longer be an irrigation line. It will be easier for residents to decipher.
- Mr. Bitgood noted we may have an issue. He remembered a few years ago, the Board voted to create a special fund just for Irrigation. We may have to go back and look at that. Mr. Koncar noted he will do so.
- Mr. Koncar noted today he will distribute to the Board the latest update on the Fiscal Year 2021 budget.

- Mr. Bitgood received information from the Governor's Office on being able to hold this meeting. It was noted there was an issue with the Web-X audio.

THIRD ORDER OF BUSINESS

Discussion on Closure of District Facilities

- Mr. Bitgood noted when the CDC recommended no more than 10 people together, there was no way we could stop 10 people being in this area, we decided to close everything at that time.
- He believes we did the right thing and hopes no one gets sick. They followed the County, State and National Guidelines. As soon as they get clearance from State Government, they will open everything again.

FOURTH ORDER OF BUSINESS

Discussion on Pool Repairs

- Mr. Bitgood noted they have not received any proposals to repair the pool. He noted if we do not have any bids, we cannot do anything.
- Mr. Bitgood asked if there were any Supervisor comments.
- Mr. Weeks noted we do not know how long this will go on. We will be shutting down a lot of areas in the Park. Many people are worried about their financial situation. How critical is it for us to repair the pool now instead of waiting one year?
- Mr. Bitgood noted the reason we are not holding off is because tiles keep breaking. There are sharp edges on them. At least one person has scratched themselves. For him, it is a safety issue and he is worried someone will get seriously injured.
- Mr. Weeks noted we can repair the safety problem of the tiles temporarily, and see what happens. As long as it is shut, no one will use it anyway. This could go on until next year.
- Mr. Bitgood noted perhaps we can find out about replacing the back tiles. Ms. Egan noted she sent a request to the Engineer.
- Mr. Carey asked do we have something in writing from the Engineer? We have no way to proceed logically on this because we do not have quotes.
- Mr. Bell asked if he can get the new agenda package sent to his personal computer. Ms. Egan will send it to him.
- Mr. Bitgood noted it is impossible to make an informed decision right now.
- Mr. Bitgood asked for a copy of the agenda for next week's regular meeting. Ms. Egan will send one to him.

- Mr. Koncar noted it may be better to try to have the regular meeting with Global Crossing, our regular call in number, as opposed to Web-X. There seems to be a lot of issues with Web-X.
- He will send a copy of the updated Fiscal Year 2021 budget to each Supervisor.

FIFTH ORDER OF BUSINESS

Adjournment

- There being no other business,

On MOTION by Mr. Falduto seconded by Mr. Weeks with all in favor the meeting was adjourned.

Secretary

Brian Bitgood
Chairman

3B.

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

A regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, April 16, 2020 at 10:00 a.m. Due to the changing environment associated with COVID-19, and to enable action on items essential to the health, safety and welfare of the community during the pandemic, as well as any other business that may properly come before the Board, the Board of Supervisors of the Heritage Oak Park Community Development District held this special meeting electronically under the auspices of Florida Executive Orders 20-52 and 20-69.

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Brian Bitgood	Chairperson
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Edward Carey	Assistant Secretary
Earl Bell	Assistant Secretary
Kent Weeks	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Alan Baldwin (via Skype)	Accounting Manager
Residents	

The following is a summary of the minutes and actions taken at the April 16, 2020 meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

- Ms. Egan read comments aloud from residents that were submitted via email.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the February 20, 2020 Meeting**
- B. Approval of the Minutes of the March 5, 2020 Meeting**
- C. Financial Statements and Check Register**

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

FOURTH ORDER OF BUSINESS

New Business

A. Street Tree Canopy

- Mr. Bitgood noted the County asked that the street trees be trimmed again. After going around with three vendors, there are only a few places that really need it. Rather than do everything, he feels it is more responsible to only do four areas.
- He asked Ms. Egan to contact those vendors and obtain quotes.

FIFTH ORDER OF BUSINESS

Old Business

A. Pool Repair Bid

- Ms. Egan tried contacting the vendors to get bids without success. A previous vendor, Ralph from Novella Limited, who did exploratory work, cannot get a crew. He is trying to find a crew in order to provide a cost estimate to do the work.
- Superior Pool called her and came to look at the problem. She did not hear back from them.
- She previously asked Kast Pool, who cannot find anyone to do the work.
- She will inform the Board once she receives information.
- Mr. Falduto suggested the Board agree to schedule an emergency meeting in the event quotes are received, rather than waiting until the next scheduled meeting to address quotes. This way the District can move on this while amenities are still shut down.
- Mr. Koncar suggested continuing this meeting to a time certain and see what bids are received because newspapers are only publishing once a week due to the shutdown.
- Mr. Falduto agreed with Mr. Koncar's suggestion.
- Mr. Bell asked if the District is financially ready to do the work if prices are received.
- Mr. Bitgood responded they need prices first in order to know if they are financially ready.
- Mr. Bell asked whatever happened to Mr. Weeks' idea of just getting the edges repaired.
- Ms. Egan noted the vendor told her it will happen again if you only do the edges. They already repaired them twice.
- Mr. Bell noted he would like to pursue getting the edges fixed and asked how many of the tiles are currently broken.

- Ms. Egan responded 75 that she knows of; some are hairline cracks, and some are major cracks.
- Mr. Carey suggested rather than replace any tiles, something be put over the tiles keeping them from being a hazard to anyone touching them. He suggested getting plastic and cementing it to the tiles so they are water proof and do not deteriorate. It can solve the problem of people in the pool being injured by sharp tiles.
- Ms. Egan will follow up with that.
- Mr. Falduto noted now is the time to shut the pool and fix it. If it is put off until next year, then the pool will be shut down for a month next year. If it can be fixed during the current shutdown, it will not cause additional hardship to residents.
- Mr. Bitgood noted if these vendors cannot get crews to do the work, it is a moot point.
- Mr. Weeks noted what Mr. Falduto is alluding to is going to raise the assessment fee. He feels if something does not need to be fixed immediately, they should wait a year. The pool was fully functional when it was shut down.
- Mr. Carey noted it is a moot point now because we do not know how long this will last. It would be nice to take care of it while it does not directly affect anyone in the park.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- There being no report, the next item followed.

B. Engineer

- There being no report, the next item followed.

C. Manager

- Mr. Koncar noted there are two things to discuss: the proposed budget and the resolution authorizing the use of the Supervisor of Elections for the upcoming election process.

i. Discussion on Proposed Budget Fiscal Year 2021

a. Proposed Budget – Version 1

b. Proposed Budget – Version 2

- Mr. Falduto noted the bond was paid off this year.
- He noted two months ago, Mr. Baldwin, Mr. Koncar, Ms. Egan and he met for about three hours to work on the budget. The goal was to arrive at a zero-increase budget. They came up with a budget that would not increase assessments for Fiscal Year 2020-2021.

- Two years of not addressing the irrigation system, other than to make repairs as needed, left the Irrigation Fund approximately \$200,000 plus in the red which was taken out of Unallocated Reserves. That meant a zero dollar increase for 2020-2021; however, the District would be \$120,000 short in Unallocated Reserves for operating funds for the first three months of the budget year. If the Irrigation Fund is overspent again, and it will likely be because repairs keep coming, it would probably be worse off in the 2021-2022 budget.
- The Board authorized staff to look at loans. Mr. Baldwin did a really good job of getting an amortization schedule for a \$2 million or \$3 million loan. We were able to reduce \$130,000 from the Operating Budgets set up with zero increase; \$45,000 from an irrigation mainline replacement, since it was going to be included with the loan; and another \$35,000 from swale repairs. \$55,000 were taken out of the irrigation line.
- Mr. Falduto noted Mr. Baldwin was able to incorporate the irrigation line into the operating budget. The Board will need to vote on this in order to allow it to happen because the Board has voted to keep the Irrigation Line separate.
- With a \$2 million loan, many projects that came up in the February meeting can be addressed. We would be able to replace the main line and would end up with about \$300,000 for pool repairs, with a \$2 million loan.
- Assessments will likely need to be increased somewhere in the range of \$60 for next year.
- Nobody wants to raise assessments with this economy. However, if assessments are not raised next year, the District will not make it through next year. Two years ago, the Board tried to explain to people the irrigation system would be a drain on the Park. They did not want the District to go out for a loan at that time. The District is now over \$200,000 in the red, which came out of the Reserves in order to keep fixing the mainline.
- He noted the District is already \$125,000 short for next year. The cost for the main line is not going down, it is going up.
- Mr. Baldwin noted the reason why he pulled the Irrigation Fund back into the General Fund was to get an overall understanding of how the loan would affect the entire budget versus two separate budget line items, which is why he combined it. He was trying to see the effects of the irrigation fund since it does have a large negative ending balance.
- He noted the total available amount for the projects would be approximately \$1.7 million. He put in some money for the cost of issuance and set aside \$50,000 in case of an emergency. With

the two different loan amounts, the \$2 million is around \$60, but are only estimated numbers. The numbers themselves are based on hypothetical numbers now. The way the loan is structured in the first year is interest only and the District only pays interest on the amounts drawn.

- The Board can approve a high-water mark because it can always be lowered before the budget is adopted, but it cannot be increased from what is approved. Since they do not have a signed loan document with true accurate numbers, he suggested going for the high water mark, increase the \$2 million to a \$75 amount per unit. As the Board gets closer to adoption with more definite numbers, it can always be lowered.
- Mr. Bell noted he has not seen any projection of the cost for a \$2 million loan.
- Mr. Koncar noted the impact of a \$2 million loan on assessments is on agenda page 113.
- Mr. Carey noted last year the District spent a lot of money replacing the main line that runs down Heritage Oak Boulevard. Is it possible to go back and capitalize that in retrospect?
- Mr. Baldwin noted the amount of money has already been spent, has already been recorded and has already been through an audit. Whether those expenses would be included as part of the use of either the \$2 million or the \$3 million amount, it is up to the Board.
- Mr. Falduto noted the primary has gone down significantly. If the District is going to get a loan, this is probably the best time to do it.
- Mr. Baldwin spoke to the bank and currently the interest rates have dropped a little. He did not receive this information until after the agenda package went out. He thinks it went down about 0.2%. Many of these numbers are hypothetical because they are guessing on rates. He cannot provide definitive numbers on how much it would cost per resident until there is a signed loan with term sheets and amortization schedules. He is doing the best he can based on information he is able to pull and extrapolate.
- Mr. Bitgood noted they know Mr. Baldwin is doing the best he can with what he has.
- Mr. Weeks noted if he had a leak on his roof and the roof was 20 years old, instead of fixing it, he would replace it. If the Board is going to do something, they should go the entire route and fix the pool the way it should be fixed. If they can capitalize the pool and the main line that must be replaced and if they took the loan, then the District would be financially in good shape for the next several years.

- Mr. Bitgood noted they are trying to get quotes for the pool. They do not know how much it will cost. In the meantime, they can do a temporary fix. Once the quarantine is lifted, it can be opened again.
- Mr. Bitgood noted they must decide which budget to go with. He understands the Board wants to go with the \$2 million loan and asked what they need to do to move forward.
- Mr. Koncar suggested continuing the meeting to April 30, 2020, because there are still questions. Some Board members have not looked at the budgets. That will give Ms. Egan time to get a quote for the pool.
- Mr. Falduto agreed April 30, 2020 sounds good. He asked Mr. Koncar between now and then to start looking for a broker so they have information and what it may cost. When they did the budget for next year, they took line items that were underfunded, and funded them properly.
- Mr. Koncar noted staff will investigate what it may take to get a financial advisor and put that information together for the April 30, 2020 meeting.
- Mr. Bitgood stated they may not need a financial advisor. They may only need a broker because he does not want to spend any more money than is necessary.
- Mr. Baldwin noted he put \$75,000 in the budget for the cost of issuance. It is a hypothetical number based on history of other clients. It may be higher or lower.
- Mr. Bell asked if it would be possible to have the continued meeting sitting at a table.
- Mr. Koncar responded the restriction on meetings for governmental entities is currently exempt from the 10-person rule. They can have a face-to-face meeting if they prefer. If they do meet in person, they will have to spread the Board members and the audience out. He will confirm with Mr. Cohen that governmental entities are exempt from the 10-person rule.
- The Board members agreed with that.
- Mr. Bitgood noted on April 30, 2020 they will meet at the Lodge. They will have people call in. To sum up, they are concentrating on the Version 1 Budget.

ii. Consideration of Resolution 2020-04 Confirming District Use of Charlotte County Supervisor of Elections to Continue Conducting District’s Election of Supervisors in Conjunction with the General Election

On MOTION by Mr. Falduto seconded by Mr. Bell with all in favor, Resolution 2020-04, Confirming the District’s Use of Charlotte County Supervisor of Elections to Continue Conducting the District’s Election of Supervisor in Conjunction with the General Election, was adopted.

SEVENTH ORDER OF BUSINESS On-Site Administration Report – Project Updates

- Ms. Egan noted they have disinfected the Lodge, wiped down everything: door handles, doors, chairs, tables, the offices and more.
- She has been working with the insurance adjuster to get restroom repairs to the Lodge from the water leak. A bid was submitted and given to the adjuster. The adjuster was checking and will inform her tomorrow so the repairs can be done.
- She noted they are working on pool furniture. Sidewalks are being pressure washed.
- She updated the Board on the gate and the callbox that was hit last week.

EIGHTH ORDER OF BUSINESS Supervisor Requests

- Mr. Falduto thanked Ms. Columbus, the Activities Director, for all the work she has done.
- Mr. Bitgood thanked Ms. Egan for all her hard work.
- Ms. Egan noted she will send out a blast email about the continued meeting.

NINTH ORDER OF BUSINESS Audience Comments

- Ms. Egan read comments from a resident.

TENTH ORDER OF BUSINESS Continuation

- There being no further business, the meeting was continued to April 30, 2020 at 10:00 a.m.

Secretary

Brian Bitgood
Chairman

3C.

HERITAGE OAK PARK
Community Development District

Financial Report

April 30, 2020

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

April 30, 2020

Balance Sheet
April 30, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	IRRIGATION FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 800,256	\$ -	\$ -	\$ 800,256
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable	750	-	-	750
Accounts Receivable - Other	1,523	-	-	1,523
Allowance - Doubtful Accounts	(916)	(102)	(310)	(1,328)
Assessments Receivable	916	102	310	1,328
Due From Other Funds	-	-	210,492	210,492
Investments:				
Money Market Account	51,655	-	-	51,655
Deposits	8,175	-	-	8,175
TOTAL ASSETS	\$ 862,559	\$ -	\$ 210,492	\$ 1,073,051
LIABILITIES				
Accounts Payable	\$ 5,799	\$ -	\$ -	\$ 5,799
Accrued Expenses	11,450	2,500	-	13,950
Deposits	6,955	-	-	6,955
Deferred Revenue	750	-	-	750
Due To Other Funds	53,794	156,698	-	210,492
TOTAL LIABILITIES	78,748	159,198	-	237,946
FUND BALANCES				
Nonspendable:				
Deposits	8,175	-	-	8,175
Restricted for:				
Debt Service	-	-	210,492	210,492
Assigned to:				
Operating Reserves	95,817	-	-	95,817
Reserves - Arbor	2,500	-	-	2,500
Reserves - Roads & Streetlights	274,815	-	-	274,815
Reserves - Roof	85,000	-	-	85,000
Reserves - Swimming Pools	26,475	-	-	26,475
Unassigned:	291,029	(159,198)	-	131,831
TOTAL FUND BALANCES	\$ 783,811	\$ (159,198)	\$ 210,492	\$ 835,105
TOTAL LIABILITIES & FUND BALANCES	\$ 862,559	\$ -	\$ 210,492	\$ 1,073,051

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>APR-20 BUDGET</u>	<u>APR-20 ACTUAL</u>
REVENUES							
Interest - Investments	\$ 5,000	\$ 2,917	\$ 1,043	\$ (1,874)	20.86%	\$ 417	\$ 30
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	-	-
Room Rentals	500	500	2,949	2,449	589.80%	-	-
Recreational Activity Fees	50,500	29,458	30,541	1,083	60.48%	4,208	-
Special Assmnts- Tax Collector	802,073	784,445	791,817	7,372	98.72%	51,000	50,677
Special Assmnts- Discounts	(32,083)	(32,083)	(29,048)	3,035	90.54%	(600)	(498)
Other Miscellaneous Revenues	300	-	1,032	1,032	344.00%	-	-
Gate Bar Code/Remotes	1,000	-	393	393	39.30%	-	-
Access Cards	600	-	187	187	31.17%	-	-
TOTAL REVENUES	830,890	786,737	800,414	13,677	96.33%	55,025	50,209
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	7,000	6,200	800	51.67%	1,000	1,000
FICA Taxes	918	536	474	62	51.63%	77	77
ProfServ-Engineering	3,000	1,750	10,410	(8,660)	347.00%	250	3,000
ProfServ-Legal Services	4,000	2,333	4,913	(2,580)	122.83%	333	-
ProfServ-Mgmt Consulting Serv	63,637	37,122	37,122	-	58.33%	5,303	5,303
ProfServ-Special Assessment	10,788	10,788	10,788	-	100.00%	-	-
Auditing Services	5,750	5,750	5,700	50	99.13%	2,000	-
Communication/Freight - Gen'l	900	525	471	54	52.33%	75	35
Insurance - General Liability	9,199	9,199	9,851	(652)	107.09%	-	-
R&M-ADA Compliance	3,065	3,065	3,065	-	100.00%	-	-
Legal Advertising	1,100	575	572	3	52.00%	199	199
Miscellaneous Services	1,200	700	188	512	15.67%	100	17
Misc-Bank Charges	2,400	1,400	1,179	221	49.13%	200	385
Misc-Assessmnt Collection Cost	16,041	15,689	15,255	434	95.10%	1,020	1,004
Office Supplies	360	210	15	195	4.17%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	134,533	96,817	106,378	(9,561)	79.07%	10,557	11,020
Other Public Safety							
R&M-Gate	2,500	2,500	3,653	(1,153)	146.12%	208	1,525
R&M-Gatehouse	1,200	-	-	-	0.00%	-	-
R&M-Security Cameras	2,000	969	969	-	48.45%	100	100
Total Other Public Safety	5,700	3,469	4,622	(1,153)	81.09%	308	1,625
Field							
Contracts-Mgmt Services	117,483	68,532	68,532	-	58.33%	9,790	9,790
Contracts-Lake and Wetland	6,120	3,570	3,570	-	58.33%	510	510
Contracts-Landscape	86,515	50,467	50,467	-	58.33%	7,210	7,210
Utility - General	38,400	22,400	24,244	(1,844)	63.14%	3,200	2,995
Utility - Water & Sewer	9,000	5,250	6,294	(1,044)	69.93%	750	642
Insurance - General Liability	30,000	30,000	33,606	(3,606)	112.02%	-	-
R&M-Drainage	10,000	5,370	5,370	-	53.70%	-	-
R&M-Entry Feature	5,000	2,500	2,500	-	50.00%	-	-
R&M-Lake	22,100	20,000	20,000	-	90.50%	-	-
R&M-Plant Replacement	3,500	3,500	5,565	(2,065)	159.00%	-	-
R&M-Trees and Trimming	6,000	385	385	-	6.42%	-	-
Misc-Special Projects	10,930	9,230	9,230	-	84.45%	-	-
Natural Disaster Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	3,127	3,127	-	62.54%	132	132
Capital Outlay	5,000	3,075	3,075	-	61.50%	-	-
Total Field	360,048	227,406	235,965	(8,559)	65.54%	21,592	21,279

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>APR-20 BUDGET</u>	<u>APR-20 ACTUAL</u>
<u>Road and Street Facilities</u>							
R&M-Parking Lots	500	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	-	-	-	0.00%	-	-
R&M-Sidewalks	4,000	380	380	-	9.50%	-	-
R&M-Streetlights	5,000	688	688	-	13.76%	-	-
Misc-Contingency	3,000	-	-	-	0.00%	-	-
Cap Outlay - Sidewalk Impr	10,000	-	-	-	0.00%	-	-
Cap Outlay - Streetlight Impr	5,000	-	-	-	0.00%	-	-
Reserve - Roads & Streetlights	5,369	5,369	50,485	(45,116)	940.31%	-	-
Total Road and Street Facilities	36,869	6,437	51,553	(45,116)	139.83%	-	-
<u>Parks and Recreation - General</u>							
Contracts-Mgmt Services	72,807	42,471	42,471	-	58.33%	6,067	6,067
Contracts-Janitorial Services	18,960	11,060	11,060	-	58.33%	1,580	1,580
Contracts-Pools	10,800	6,300	6,300	-	58.33%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,100	4,725	4,720	5	58.27%	675	650
R&M-Clubhouse	58,935	34,379	30,779	3,600	52.23%	4,911	153
R&M-Parks	12,000	7,000	10,167	(3,167)	84.73%	1,000	2,166
R&M-Pools	6,000	3,500	5,284	(1,784)	88.07%	500	2,073
R&M-Tennis Courts	2,500	752	752	-	30.08%	-	-
Miscellaneous Services	2,400	1,400	1,130	270	47.08%	200	89
Misc-Holiday Decor	750	750	491	259	65.47%	-	-
Misc-Cable TV Expenses	1,028	600	1,625	(1,025)	158.07%	86	295
Office Supplies	2,160	1,260	1,481	(221)	68.56%	180	58
Op Supplies - General	2,700	1,575	1,758	(183)	65.11%	225	284
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	27,500	27,500	30,520	(3,020)	110.98%	12,240	15,260
Reserve - Roof	5,000	5,000	5,000	-	100.00%	-	-
Reserve - Swimming Pools	2,500	-	-	-	0.00%	-	-
Total Parks and Recreation - General	243,240	149,372	154,586	(5,214)	63.55%	28,564	29,575
<u>Special Recreation Facilities</u>							
Miscellaneous Services	4,500	2,625	995	1,630	22.11%	375	116
Misc-Event Expense	21,000	12,250	15,457	(3,207)	73.60%	1,750	259
Misc-Social Committee	24,000	14,000	16,575	(2,575)	69.06%	2,000	6
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	292	214	78	42.80%	42	35
Total Special Recreation Facilities	50,500	29,167	33,241	(4,074)	65.82%	4,167	416
TOTAL EXPENDITURES	830,890	512,668	586,345	(73,677)	70.57%	65,188	63,915
Excess (deficiency) of revenues Over (under) expenditures	-	274,069	214,069	(60,000)	0.00%	(10,163)	(13,706)
Net change in fund balance	\$ -	\$ 274,069	\$ 214,069	\$ (60,000)	0.00%	\$ (10,163)	\$ (13,706)
FUND BALANCE, BEGINNING (OCT 1, 2019)	569,742	569,742	569,742				
FUND BALANCE, ENDING	\$ 569,742	\$ 843,811	\$ 783,811				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-20 BUDGET	APR-20 ACTUAL
REVENUES							
Interest - Investments	\$ 24	\$ 14	\$ 7	\$ (7)	29.17%	\$ 2	\$ -
Special Assmnts- Tax Collector	133,974	132,115	132,259	144	98.72%	5,579	8,465
Special Assmnts- Discounts	(5,359)	(5,285)	(4,852)	433	90.54%	(224)	(83)
Other Miscellaneous Revenues	3,500	-	-	-	0.00%	-	-
TOTAL REVENUES	132,139	126,844	127,414	570	96.42%	5,357	8,382
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	2,679	2,642	2,548	94	95.11%	112	168
Total Administration	2,679	2,642	2,548	94	95.11%	112	168
Field							
Contracts-Irrigation	49,500	28,875	26,775	2,100	54.09%	4,125	3,825
R&M-Irrigation	72,800	42,467	81,332	(38,865)	111.72%	6,067	6,312
R&M-Pumps	2,160	1,620	6,035	(4,415)	279.40%	-	-
Capital Outlay	5,000	5,000	6,970	(1,970)	139.40%	-	-
Total Field	129,460	77,962	121,112	(43,150)	93.55%	10,192	10,137
TOTAL EXPENDITURES	132,139	80,604	123,660	(43,056)	93.58%	10,304	10,305
Excess (deficiency) of revenues Over (under) expenditures	-	46,240	3,754	(42,486)	0.00%	(4,947)	(1,923)
Net change in fund balance	\$ -	\$ 46,240	\$ 3,754	\$ (42,486)	0.00%	\$ (4,947)	\$ (1,923)
FUND BALANCE, BEGINNING (OCT 1, 2019)	(162,952)	(162,952)	(162,952)				
FUND BALANCE, ENDING	\$ (162,952)	\$ (116,712)	\$ (159,198)				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	APR-20 BUDGET	APR-20 ACTUAL
REVENUES							
Special Assmnts- Tax Collector	\$ 180,000	\$ 176,323	\$ 177,734	\$ 1,411	98.74%	\$ 12,150	\$ 11,511
Special Assmnts- Discounts	(7,200)	(7,200)	(6,593)	607	91.57%	(634)	(112)
TOTAL REVENUES	172,800	169,123	171,141	2,018	99.04%	11,516	11,399
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	3,600	3,526	3,423	103	95.08%	243	228
Total Administration	3,600	3,526	3,423	103	95.08%	243	228
Debt Service							
Principal Debt Retirement	196,028	-	-	-	0.00%	-	-
Interest Expense	10,388	5,420	5,420	-	52.18%	-	-
Total Debt Service	206,416	5,420	5,420	-	2.63%	-	-
TOTAL EXPENDITURES	210,016	8,946	8,843	103	4.21%	243	228
Excess (deficiency) of revenues Over (under) expenditures	(37,216)	160,177	162,298	2,121	-436.10%	11,273	11,171
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(37,216)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(37,216)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (37,216)	\$ 160,177	\$ 162,298	\$ 2,121	-436.10%	\$ 11,273	\$ 11,171
FUND BALANCE, BEGINNING (OCT 1, 2019)	48,194	48,193	48,194				
FUND BALANCE, ENDING	\$ 10,978	\$ 208,370	\$ 210,492				

Notes to the Financial Statements
April 2020

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 96.3% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 70.6% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable		750	Sale of Garage for \$12,000 less 30 payments by HOPCA of \$375/qtr.
Accounts Receivable-Other		1,523	Accrued Interlocal agreement-1st & 2nd Qtr 2020, HOA purchases to be reimbursed (\$23).
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		210,492	Assessments collected in General Fund - Due from General Fund to Debt Service fund (\$210,492) plus Due from Irrigation Fund to General Fund \$156,998
Deposits		8,175	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		5,799	Invoices for current month but not paid in current month.
Accrued Expenses		13,950	Lake maintenance, phone, landscape maint, engineering
Deposits		6,955	Balance of Fitness Room key deposits to be reimbursed.
Deferred Revenue		750	Balance due on Garage.
Due to Other Funds		210,492	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	2,949	589.80%	Rental of Sports Bar and Lounge less Sales Tax paid.
Recreational Activity Fee	50,500	30,541	60.48%	Revenues from Activities in the District.
Special Assessments-Tax Collector	802,073	791,817	98.72%	Collections were at 98.19% at this time last year.
Other Misc Revenue	300	1,032	344.00%	Garage payments #29 & #30, Comcast refund
Expenditures				
<u>Administrative</u>				
ProfServ-Engineering	3,000	10,410	347.00%	General engineering services for pool deck and clubhouse accoustics project.
ProfServ-Legal Services	4,000	4,913	122.83%	Legal services for rule making, roofing project, landscape contracts.
ProfServ-Special Assessment	10,788	10,788	100.00%	Assessment roll preparation fees.
Auditing Services	5,750	5,700	99.13%	Audit is final.
Insurance-General Liability	9,199	9,851	107.09%	Insurance paid in full for year includes new increase for revised valuations
R&M-ADA Compliance	3,065	3,065	100.00%	Webhosting for the year and onboarding of the ADA compliance for website
<u>Public Safety</u>				
R&M-Gate	2,500	3,653	146.12%	Garage door/gate loop detectors, gate arm brackets, gate remotes, service calls, Doorking Gate Server, electrical repairs, mega barrier arm gear box/motors

Notes to the Financial Statements
April 2020

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
<u>Field</u>				
Utility - General	38,400	24,244	63.14%	FPL monthly electric charges.
Utility Services - Water & Sewer	9,000	6,294	69.93%	Monthly Water / Sewer utilities plus Annual Fire Protection fee (\$1,600)
Insurance-General Liability	30,000	33,606	112.02%	Insurance paid in full for year includes new increase for revised valuations
R&M-Drainage	10,000	5,370	53.70%	Rip rap for erosion control Areas 4 and 6 part 2, inspection reports
R&M-Lake	22,100	20,000	90.50%	Rip rap for erosion control Areas 1, 2, 3, 5 and 6 part 1
R&M-Plant Replacement	3,500	5,565	159.00%	Hedge row replacement
Misc-Special Projects	10,930	9,230	84.45%	Rip rap for erosion control Area 6 part 2, replace sod after mainline repair, sod installed on Heritage Oak Blvd.
Misc-Contingency	5,000	3,127	62.54%	Misc supplies, golf cart repair, maintenance on golf carts
Capital Outlay	5,000	3,075	61.50%	Rip rap for erosion control Area 6 part 1
<u>Road & Street</u>				
Reserves-Roads & Streetlights	5,369	50,485	940.31%	Concrete road edging, asphalt paving various areas
<u>Parks & Recreation</u>				
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year
Communication-Telephone	8,100	4,720	58.27%	Phone services for the Lodge/Sports Bar slightly more than expected.
R&M-Clubhouse	58,935	30,779	52.23%	Lodge roof repair, replace fixture under canopy at clubhouse, final balance of painting project, inspected and repaired roof, Ring hallway cameras, office desk chairs, hallway mats, deposit for Lodge accoustical panels, installed 8 light fixtures, locks & keys, new solid office doors, accoustical panels installed, installed 8 new fixtures, emergency call for water leaks, delivery and setup of new tables & chairs
R&M-Parks	12,000	10,167	84.73%	Fitness center rules sign, light fixture repairs, inspected/repaired roof, straighten tennis court lights, pickleball nets, sand for pool deck pavers, accoustical panels, bocce court supplies, bookshelves for library
R&M-Pools	6,000	5,284	88.07%	Pool perfect, investigate swimming pool deck, inspect heaters, repair chemical feeder, acid wash DE grids, pool motor and seal plate installation
Misc-Holiday Decor	750	491	65.47%	Holiday lights and decorations
Misc-Cable TV Expenses	1,028	1,625	158.07%	Changed services to higher speed internet in January
Office Supplies	2,160	1,481	68.56%	Copier lease, office supplies, stamps
Op Supplies-General	2,700	1,758	65.11%	Supplies for cleaning and other general use items
Cap Outlay - Clubhouse	27,500	30,520	110.98%	Clubhouse furniture and cornice boards
Reserve - Roof	5,000	5,000	100.00%	Inspected and repaired roofs
<u>Special Recreation Facilities</u>				
Misc-Event Expense	21,000	15,457	73.60%	Various event expenses including entertainment
Misc-Social Committee	24,000	16,575	69.06%	Food for events-including Poolside lunch

Notes to the Financial Statements
April 2020

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Irrigation Fund 002				
Revenues				
Special Assessments-Tax Collector	133,974	132,259	98.72%	Collections were at 98.19% at this time last year.
Expenditures				
<i>Field</i>				
R&M-Irrigation	72,800	81,332	111.72%	Monthly irrigation service and mainline breaks including new mainline from Heritage Oak Blvd to Main Gate (\$15,000), subscription for 5yr warranty on controllers
R&M-Pumps	2,160	6,035	279.40%	Monthly pump maintenance and pull pump to re-wire, control box for Pump 8
Capital Outlay	5,000	6,970	139.40%	Replace 5Hp Submersible Pump #6/ Motor/ Control Box/ Check Valve
Debt Service Fund 202				
Revenues				
Special Assessments-Tax Collector	180,000	177,734	98.74%	Collections were at 98.19% at this time last year.
Expenditures				
Principal Debt Payment	196,028	-	0.00%	Next Principal payment to be made in May 2020.
Interest Payment	10,388	5,420	52.18%	Next Interest payment to be made in May 2020

HERITAGE OAK PARK

Community Development District

Supporting Schedules

April 30, 2020

HERITAGE OAK PARK
Community Development District

Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2020

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION		
					General Fund Assessments	Irrigation Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,116,042	\$802,071	\$133,971	\$180,000
Allocation %				100%	72%	12%	16%
11/08/19	\$ 32,497	\$ 1,354	\$ 663	\$ 34,514	\$ 24,754	\$ 4,135	\$ 5,625
11/15/19	12,120	505	247	12,872	9,252	1,545	2,075
11/21/19	92,631	3,860	1,890	98,382	70,550	11,784	16,047
11/27/19	96,752	4,031	1,975	102,758	74,007	12,362	16,389
12/05/19	140,796	5,866	2,873	149,535	107,548	17,964	24,024
12/12/19	319,502	13,313	6,520	339,335	244,008	40,758	54,570
12/27/19	107,710	4,488	2,198	114,396	82,113	13,716	18,567
01/09/20	121,468	5,061	2,479	129,008	92,715	15,486	20,807
02/12/20	32,431	1,003	662	34,095	24,505	4,093	5,497
03/12/20	15,624	319	319	16,261	11,687	1,952	2,622
04/09/20	30,028	303	613	30,944	22,185	3,706	5,053
04/23/20	38,533	389	786	39,708	28,492	4,759	6,458
TOTAL	\$ 1,040,091	\$ 40,493	\$ 21,226	\$ 1,101,810	\$ 791,817	\$ 132,259	\$ 177,734
% COLLECTED				98.72%	98.72%	98.72%	98.74%
TOTAL OUTSTANDING				\$ 14,232	\$ 10,254	\$ 1,711	\$ 2,266

Cash Flow Projections - Summary by Month
Operations & Maintenance
Fiscal Year 2019 - 2020

<u>Month</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Variance</u>	<u>Balance</u>
Cash Balance as of April 30, 2020				672,307
Investment - Money Market Account				51,655
Irrigation Fund owes General Fund				156,698
General Fund owes Debt Service fund				(210,492)
Adjusted Balance				<u>670,168</u>
May	12,118	59,837	(47,719)	622,449
June	900	59,866	(58,966)	563,483
July	2,650	59,598	(56,948)	506,535
August	150	59,057	(58,908)	447,628
September	10,427	131,366	(120,940)	326,688

HERITAGE OAK PARK
Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending April 30, 2020

Account Description	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Projected FY 2020	Actual Budget
Revenues														
Interest - Investments	\$ 305	\$ 162	\$ 148	\$ 148	\$ 139	\$ 111	\$ 30	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 1,783	\$ 5,000
Interlocal Agreement	-	-	750	-	-	750	-	-	750	-	-	750	3,000	3,000
Room Rentals	-	2,439	-	105	26	379	-	-	-	-	-	500	3,449	500
Recreational Activity Fees	2,617	6,099	-	14,371	8,190	(736)	-	-	-	2,500	-	4,000	37,041	50,500
Special Assmnts- Tax Collector	-	178,564	433,669	92,715	24,505	11,687	50,677	10,256	-	-	-	-	802,073	802,073
Special Assmnts- Discounts	-	(7,007)	(17,009)	(3,585)	(721)	(229)	(498)	-	-	-	-	-	(29,049)	(32,083)
Other Miscellaneous Revenues	-	-	-	200	832	-	-	-	-	-	-	100	1,132	300
Gate Bar Code/Remotes	-	-	-	56	225	112	-	-	-	-	-	944	1,337	1,000
Access Cards	35	-	-	82	59	12	-	-	-	-	-	483	671	600
Total Revenues	2,957	180,257	417,558	104,092	33,255	12,086	50,209	10,404	898	2,648	148	6,925	821,437	830,890
Expenditures														
Administrative														
P/R-Board of Supervisors	800	1,000	800	800	800	1,000	1,000	1,000	1,000	1,000	1,000	1,000	11,200	12,000
FICA Taxes	61	-	61	61	61	77	77	77	77	77	77	77	780	918
ProfServ-Engineering	-	3,610	3,800	-	-	-	3,000	-	-	-	-	1,500	11,910	3,000
ProfServ-Legal Services	-	1,638	786	1,310	-	1,179	-	333	333	333	333	333	6,578	4,000
ProfServ-Mgmt Consulting Serv	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	5,303	63,637	63,637
ProfServ-Special Assessment	-	-	10,788	-	-	-	-	-	-	-	-	-	10,788	10,788
Auditing Services	-	500	-	-	5,200	-	-	-	-	-	-	-	5,700	5,750
Communication/Freight - Gen'l	5	98	108	85	76	66	35	75	75	75	75	75	847	900
Insurance - General Liability	8,423	-	1,428	-	-	-	-	-	-	-	-	-	9,851	9,199
R&M-ADA Compliance	-	-	3,065	-	-	-	-	-	-	-	-	-	3,065	3,065
Legal Advertising	202	-	90	-	-	82	199	-	808	-	-	-	1,381	1,100
Miscellaneous Services	35	15	33	11	14	61	17	100	100	100	100	100	686	1,200
Misc-Bank Charges	132	133	131	131	133	134	385	200	200	200	200	200	2,179	2,400
Misc-Assessmnt Collection Cost	-	3,431	8,333	1,783	476	229	1,004	205	-	-	-	-	15,461	16,041
Office Supplies	-	-	-	-	-	15	-	30	30	30	30	30	165	360
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175
Total Administrative	15,136	15,728	34,726	9,484	12,063	8,146	11,020	7,323	7,926	7,118	7,117	8,617	144,403	134,533
Other Public Safety														
R&M-Gate	-	373	1,139	-	474	143	1,525	208	208	208	208	208	4,694	2,500
R&M-Gatehouse	-	-	-	-	-	-	-	-	-	-	-	1,200	1,200	1,200
R&M-Security Cameras	-	519	-	350	-	-	100	165	165	165	165	165	1,794	2,000
Total Other Public Safety	-	892	1,139	350	474	143	1,625	373	373	373	373	1,573	7,688	5,700

HERITAGE OAK PARK
Community Development District

General Fund

*Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending April 30, 2020*

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL		
													Projected FY 2020	Actual Budget	
Field															
Contracts-Mgmt Services	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	9,790	117,483	117,483
Contracts-Lake and Wetland	510	510	510	510	510	510	510	510	510	510	510	510	510	6,120	6,120
Contracts-Landscape	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	7,210	86,515	86,515
Utility - General	3,505	3,361	3,606	3,697	3,445	3,635	2,995	3,600	3,600	3,600	3,600	3,600	3,600	42,244	38,400
Utility - Water & Sewer	580	600	620	2,150	961	740	642	650	650	650	650	650	650	9,543	9,000
Insurance - General Liability	28,733	-	4,873	-	-	-	-	-	-	-	-	-	-	33,606	30,000
R&M-Drainage	5,000	-	-	-	-	370	-	-	-	-	-	-	4,630	10,000	10,000
R&M-Entry Feature	-	-	-	-	2,500	-	-	-	-	-	-	-	2,500	5,000	5,000
R&M-Lake	20,000	-	-	-	-	-	-	-	-	-	-	-	2,100	22,100	22,100
R&M-Plant Replacement	-	-	-	5,565	-	-	-	-	-	-	-	-	-	5,565	3,500
R&M-Trees and Trimming	-	-	-	-	-	-	-	-	-	-	-	-	6,000	6,000	6,000
Misc-Special Projects	4,230	-	-	2,500	2,500	-	-	-	-	-	-	-	1,700	10,930	10,930
Misc-Hurricane Expense	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
Misc-Contingency	-	101	190	161	2,359	185	132	-	-	-	-	-	1,872	5,000	5,000
Capital Outlay	3,075	-	-	-	-	-	-	-	-	-	-	-	1,925	5,000	5,000
Total Field	82,633	21,572	26,799	31,793	29,450	22,440	21,279	21,760	21,760	21,760	21,760	47,487		370,106	360,048
Road and Street Facilities															
R&M-Parking Lots	-	-	-	-	-	-	-	-	-	-	-	-	500	500	500
R&M-Roads & Alleyways	-	-	-	-	-	-	-	-	-	-	-	-	4,000	4,000	4,000
R&M-Sidewalks	-	-	-	380	-	-	-	-	-	-	-	-	3,620	4,000	4,000
R&M-Streetlights	186	-	36	-	304	162	-	-	-	-	-	-	4,474	5,162	5,000
Misc-Contingency	-	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000
Cap Outlay - Sidewalk Impr	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	10,000
Cap Outlay - Streetlight Impr	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
Reserve - Roads & Streetlights	-	-	-	12,335	-	38,150	-	-	-	-	-	-	-	50,485	5,369
Total Road and Street Facilities	186	-	36	12,715	304	38,312	-	-	-	-	-	-	30,594	82,147	36,869
Parks and Recreation - General															
Contracts-Mgmt Services	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	72,807	72,807
Contracts-Janitorial Services	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	18,960	18,960
Contracts-Pools	900	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	680	675	674	702	680	659	650	680	680	680	680	680	680	8,120	8,100
R&M-Clubhouse	7,648	4,302	8,920	6,454	975	2,327	153	4,911	4,911	4,911	4,911	4,911	4,911	55,334	58,935
R&M-Parks	768	4,150	785	44	2,504	(250)	2,166	1,000	1,000	1,000	1,000	1,000	1,000	15,167	12,000
R&M-Pools	-	-	1,837	1,248	63	63	2,073	500	500	500	500	500	500	7,784	6,000
R&M-Tennis Courts	-	-	-	752	-	-	-	-	-	-	-	-	1,748	2,500	2,500

HERITAGE OAK PARK
Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending April 30, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
Miscellaneous Services	135	285	35	469	90	28	89	200	200	200	200	200	2,131	2,400
Misc-Holiday Decor	-	40	421	30	-	-	-	-	-	-	-	-	491	750
Misc-Cable TV Expenses	84	84	84	490	295	295	295	305	305	305	305	305	3,152	1,028
Office Supplies	105	429	22	433	92	343	58	180	180	180	180	180	2,382	2,160
Op Supplies - General	-	354	26	652	130	312	284	225	225	225	225	225	2,883	2,700
Cap Outlay - Equipment	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	-	15,260	-	-	-	15,260	-	-	-	-	-	30,520	27,500
Reserve - Roof	-	5,000	-	-	-	-	-	-	-	-	-	-	5,000	5,000
Reserve - Swimming Pools	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	2,500
Total Parks and Recreation - General	18,765	24,116	36,611	19,821	13,376	12,324	29,575	16,549	16,548	16,548	16,548	28,796	249,579	243,240
<u>Special Recreation Facilities</u>														
Miscellaneous Services	101	183	140	7	316	133	116	375	375	375	375	375	2,870	4,500
Misc-Event Expense	908	809	1,609	7,756	2,175	1,404	259	1,950	1,950	1,950	1,950	1,950	24,671	21,000
Misc-Social Committee	18	2,202	2,701	2,815	4,754	4,079	6	1,000	1,000	1,000	1,000	1,000	21,575	24,000
Misc-Trips and Tours	-	-	-	-	-	-	-	-	-	-	-	500	500	500
Office Supplies	-	42	27	40	-	70	35	42	42	42	42	42	424	500
Total Special Recreation Facilities	1,027	3,236	4,477	10,618	7,245	5,686	416	3,367	3,367	3,367	3,367	3,867	50,040	50,500
Total Expenditures	117,747	65,544	103,788	84,781	62,912	87,051	63,915	49,371	49,974	49,166	49,165	120,934	903,963	830,890
Excess (deficiency) of revenues														
Over (under) expenditures	(114,790)	114,713	313,770	19,311	(29,657)	(74,965)	(13,706)	(38,967)	(49,076)	(46,518)	(49,017)	(114,009)	(82,526)	-
Net change in fund balance	\$(114,790)	\$ 114,713	\$ 313,770	\$ 19,311	\$ (29,657)	\$ (74,965)	\$ (13,706)	\$ (38,967)	\$ (49,076)	\$ (46,518)	\$ (49,017)	\$(114,009)	\$ (82,526)	\$ -

HERITAGE OAK PARK

Irrigation Fund

Community Development District

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending April 30, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL		
													Projected FY 2020	Adopted Budget	
Revenues															
Interest - Investments	\$ 2	\$ 1	\$ 1	\$ 1	\$ 2	\$ 1	\$ -	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 18	\$ 24
Special Assmnts- Tax Collector	-	29,826	72,437	15,486	4,093	1,952	8,465	1,712	-	-	-	-	-	133,971	133,974
Special Assmnts- Discounts	-	(1,170)	(2,841)	(599)	(120)	(38)	(83)	-	-	-	-	-	-	(4,851)	(5,359)
Other Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-	-	-	3,500	3,500	3,500
Total Revenues	2	28,657	69,597	14,888	3,975	1,915	8,382	1,714	2	2	2	3,502	132,638	132,139	
Expenditures															
Administrative															
Misc-Assessmnt Collection Cost	-	573	1,392	298	79	38	168	34	-	-	-	-	-	2,582	2,679
Total Administrative	-	573	1,392	298	79	38	168	34	-	-	-	-	-	2,582	2,679
Field															
Contracts-Irrigation	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	45,900	49,500
R&M-Irrigation	3,000	13,539	15,377	27,292	4,262	11,549	6,312	6,067	6,067	6,067	6,067	6,067	6,067	111,666	72,800
R&M-Pumps	-	3,850	250	827	-	1,108	-	540	-	540	-	540	540	7,655	2,160
Capital Outlay	-	827	-	6,143	-	-	-	-	-	-	-	-	-	6,970	5,000
Total Field	6,825	22,041	19,452	38,087	8,087	16,482	10,137	10,432	9,892	10,432	9,892	10,432	172,191	129,460	
Total Expenditures	6,825	22,614	20,844	38,385	8,166	16,520	10,305	10,466	9,892	10,432	9,892	10,432	174,773	132,139	
Excess (deficiency) of revenues															
Over (under) expenditures	(6,823)	6,043	48,753	(23,497)	(4,191)	(14,605)	(1,923)	(8,752)	(9,890)	(10,430)	(9,891)	(6,931)	(42,135)	-	
Over (under) expenditures	\$ (6,823)	\$ 6,043	\$ 48,753	\$ (23,497)	\$ (4,191)	\$ (14,605)	\$ (1,923)	\$ (8,752)	\$ (9,890)	\$ (10,430)	\$ (9,891)	\$ (6,931)	\$ (42,135)	\$ -	

HERITAGE OAK PARK
Community Development District

Activities Fund Deposits

Deposit																		
Date	Amount	Trivia Night	Pool side Lunch	Morning Coffee Social	Monster Mash	Vet's Day	Thanks giving	Christ mas Party	New Year's Eve	James Bond 007 Party	Canada Night	Valen tine's Day	HOP Series	Vendor Day	Fashion Show	St. Pat's Day	Murder Mystery Dinner	
10/31/19	Deposit	\$2,617	\$1,607		\$1,010													
11/21/19	Deposit	\$6,099	\$1,229		\$60	\$156	\$529	\$4,125										
01/03/20	Deposit	\$1,907	\$1,090				\$126	\$75	\$616									
01/31/20	Deposit	\$7,079	\$1,537	\$300						\$742	\$1,068	\$3,432						
01/31/20	Deposit	\$5,385											\$5,385					
02/27/20	Deposit	\$1,642												\$1,400	\$242			
02/27/20	Deposit	\$6,548	\$30	\$1,896							\$29.50	\$286			\$2,398	\$1,908		
03/17/20	Refund	-\$1,728														-\$1,728		
03/31/20	Deposit	\$1,028		\$576								\$88			\$364			
03/31/20	Refund	-\$36															-\$36	
04/06/20	Refund	-\$36															-\$36	
04/30/20	Deposit	\$36															\$36	
Total		\$30,541	\$30	\$7,935	\$300	\$1,070	\$156	\$655	\$4,200	\$616	\$742	\$1,098	\$3,806	\$5,385	\$1,400	\$3,004	\$144	\$0
Expenses		-\$32,014	\$0	-\$7,774	-\$512	-\$973	-\$592	-\$769	-\$4,427	-\$236	-\$659	-\$1,038	-\$3,476	-\$6,500	-\$706	-\$3,011	-\$190	-\$1,150
Profit / (Loss)		-\$1,473	\$30	\$161	-\$212	\$97	-\$436	-\$114	-\$227	\$380	\$83	\$59	\$330	-\$1,115	\$694	-\$7	-\$46	-\$1,150
Other Expenses		(1,226)																
Total Profit / (Loss)		(\$2,700)																

	FY 2017	FY 2018	FY 2019	FY 2020
Reserve Balance-Beginning	9,191	9191	7088	-
Revenue	39,654	43,189	47,790	30,541
Expenses	35,643	46,362	64,189	33,240
Profit(Loss)	4,011	(3,173)	(16,399)	(2,700)

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

Cash and Investment Report
April 30, 2020

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Checking Account	BankUnited	N/A	0.00%	\$672,307
Operating Checking Account	Regions Bank	N/A	0.00%	\$51,465
Operating Checking Account - MuniNow	SunTrust	N/A	0.10%	\$76,483
			Subtotal	<u>\$800,256</u>
Petty Cash - Property Manager	N/A	N/A	N/A	\$200
Money Market Account	BankUnited	N/A	0.25%	\$51,655 (1)
			Total	<u>\$852,111</u>

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

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 7282 Bank United Checking
 Statement No. 04-20
 Statement Date 4/30/2020

G/L Balance (LCY)	672,307.28	Statement Balance	679,157.69
G/L Balance	672,307.28	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>		
Subtotal	672,307.28	Subtotal	679,157.69
Negative Adjustments	0.00	Outstanding Checks	6,850.41
	<hr/>	Differences	0.00
Ending G/L Balance	672,307.28	Ending Balance	672,307.28
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
10/29/2019	Payment	2128	LINDA M. NADELIN	184.70	0.00	184.70
3/6/2020	Payment	2277	SOPHIE KELLY	12.50	0.00	12.50
3/20/2020	Payment	2297	BRAD WARREN	36.00	0.00	36.00
3/20/2020	Payment	2317	MARGE BIELAWSKI	36.00	0.00	36.00
3/20/2020	Payment	2321	PAT NITKA	18.00	0.00	18.00
3/20/2020	Payment	2324	PHILIP GARTLAND	18.00	0.00	18.00
3/20/2020	Payment	2326	RICHARD TAILLON	36.00	0.00	36.00
4/8/2020	Payment	2342	ARMAND TOSCANO	36.00	0.00	36.00
4/10/2020	Payment	DD00095	Payment of Invoice 012036	578.81	0.00	578.81
4/17/2020	Payment	2362	OLIN E. BELL	184.70	0.00	184.70
4/17/2020	Payment	2363	PAUL J. FALDUTO , JR	184.70	0.00	184.70
4/22/2020	Payment	2369	DANIEL W. COLMERY	4,000.00	0.00	4,000.00
4/30/2020	Payment	2376	DANIEL W. COLMERY	1,525.00	0.00	1,525.00
Total Outstanding Checks.....				6,850.41		6,850.41

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 4/1/20 to 4/30/20
(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	2340	04/02/20	ARTISTREE LANDSCAPE	147292	03/20 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,209.62
001	2341	04/02/20	CLAIRE TRAGER	03172020	REFUND FOR ST PATRICK'S DAY PARTY 03/17/20	Recreational Activity Fees	347080	\$18.00
001	2342	04/08/20	ARMAND TOSCANO	03302020	REFUND FOR ST PATRICK'S DAY PARTY 03/17/20	Recreational Activity Fees	347080	\$36.00
001	2343	04/08/20	B & B TELEPHONE SYSTEMS, INC	0319202002	PHONE SYSTEM TROUBLE REPORT 03/16/20	R&M-Clubhouse	546015-57201	\$105.00
001	2344	04/08/20	C & C INTERIORS, INC	2484	DELIVERY & SET UP OF NEW TABLES & CHAIRS	R&M-Clubhouse	546015-57201	\$590.00
001	2345	04/08/20	CENTURYLINK	78717-031920	03/19/20-04/18/20 #311078717	Communication - Telephone	541003-57201	\$668.55
001	2346	04/08/20	ED GEIL	03172020	REFUND FOR ST PATRICK'S DAY PARTY 03/17/20	Recreational Activity Fees	347080	\$18.00
001	2347	04/08/20	FEDEX	6-966-47703	SERVICE FOR 03/12/20	Communication/Freight - Gen'l	541001-51301	\$14.51
001	2348	04/08/20	GREATAMERICA FINANCIAL SVCS	26692977	COPIER LEASE FOR 03/20	Office Supplies	551002-57201	\$130.86
001	2350	04/08/20	PERSSON, COHEN & MOONEY, P.A.	23713	LEGAL SERVICE FOR 03/20	ProfServ-Legal Services	531023-51401	\$786.00
001	2351	04/08/20	REGINA KEPHART	04062020	REFUND FOR ST PATRICK'S DAY PARTY 03/17/20	Recreational Activity Fees	347080	\$18.00
001	2352	04/08/20	SHARON RASK	04022020	REIMB FOR HAND SANITIZER	Miscellaneous Services	549001-57201	\$8.56
001	2353	04/08/20	SUN NEWSPAPERS	3745478	NOTICE OF MEETING CHANGE 03/30/20	Legal Advertising	548002-51301	\$95.81
001	2354	04/08/20	TODD PROA	00095609	ACID WASH DE GRIDS	R&M-Pools	546074-57201	\$836.45
001	2354	04/08/20	TODD PROA	00095708	04/20 MONTHLY POOL SERVICE	Pool Perfect	546074-57201	\$63.04
001	2354	04/08/20	TODD PROA	00095708	04/20 MONTHLY POOL SERVICE	Contracts-Pools	534078-57201	\$900.00
001	2354	04/08/20	TODD PROA	00095644	INSTALL POOL PUMP BASKET	R&M-Pools	546074-57201	\$57.67
001	2356	04/16/20	BUFFALO GRAFFIX	510118	01/20 ACTIVITIES CALENDARS	Miscellaneous Services	549001-57501	\$115.55
001	2357	04/16/20	CHARLOTTE COUNTY HEALTH DEPT	8-BID-4603481	ACCT# 08-60-00376 SWIMMING POOL PERMIT	R&M-Pools	546074-57201	\$145.00
001	2358	04/16/20	COMCAST	34227-032620	ACCT# 8535100601234227 03/30/20-04/29/20	Misc-Cable TV Expenses	549039-57201	\$294.67
001	2360	04/16/20	SECURITY ALARM CORPORATION	216927	SERVICE WORK ON BACK GATE CAMERA	R&M-Security Cameras	546345-52901	\$100.00
001	2361	04/16/20	STAPLES CREDIT PLAN	77190-032720	PURCHASES FOR 02/27/20-03/27/20	Copy Paper/Mouse	551002-57201	\$57.97
001	2361	04/16/20	STAPLES CREDIT PLAN	77190-032720	PURCHASES FOR 02/27/20-03/27/20	White-Out/Folders	551002-57501	\$34.71
001	2367	04/22/20	C & C INTERIORS, INC	2454-B	CLUBHOUSE FURNITURE AND CORNICE BDS-BALANCE	Final Balance	564061-57201	\$15,260.00
001	2368	04/22/20	COVERALL OF FT. MYERS	1160257446	COMMERCIAL CLEANING 04/1-04/30/20	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	2369	04/22/20	DANIEL W. COLMERY	KPARK-042020	NEW DOORRING CALL BOX TO BE REIMB	To be Reimbursed from roof company.	103000	\$4,000.00
001	2370	04/22/20	HD SUPPLY FACILITIES MAINT.	9180604579	DISINFECTANT CLEANER	Op Supplies - General	552001-57201	\$45.49
001	2370	04/22/20	HD SUPPLY FACILITIES MAINT.	9180546039	ANGEL SOFT BATH TISSUE	Op Supplies - General	552001-57201	\$79.99
001	2371	04/22/20	HOME DEPOT CREDIT SERVICES	04052020-6325	PURCHASES 03/05/20-04/04/20	Bolt Cutters	549900-53901	\$49.97
001	2371	04/22/20	HOME DEPOT CREDIT SERVICES	04052020-6325	PURCHASES 03/05/20-04/04/20	Lock	546015-57201	\$6.97
001	2371	04/22/20	HOME DEPOT CREDIT SERVICES	04052020-6325	PURCHASES 03/05/20-04/04/20	Keys (2)	546066-57201	\$4.78
001	2371	04/22/20	HOME DEPOT CREDIT SERVICES	04052020-6325	PURCHASES 03/05/20-04/04/20	Locks for Pool Gates	546066-57201	\$33.52
001	2372	04/22/20	INFRAMARK, LLC	50645	04/20 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,303.08
001	2372	04/22/20	INFRAMARK, LLC	50645	04/20 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$9,790.25
001	2372	04/22/20	INFRAMARK, LLC	50645	04/20 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$17.45
001	2372	04/22/20	INFRAMARK, LLC	50645	04/20 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$34.50
001	2372	04/22/20	INFRAMARK, LLC	50645	04/20 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$6,067.25
001	2374	04/22/20	SUN NEWSPAPERS	3746508	NOTICE OF VIRTUAL MEETING 04/06/20	Legal Advertising	548002-51301	\$102.96
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Bookshelves for Library	546066-57201	\$430.41
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	St. Patty's Day - Cancelled	549022-57501	\$9.59
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Fashion Show	549022-57501	\$74.78
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Batteries	546015-57201	\$11.98
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Lodge Fire Extinguishers	546015-57201	\$62.50
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	SB/FC/LIB/AC Fire Extinguishers	546066-57201	\$62.50
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Fashion Show Vendor Banner	549022-57501	\$69.99
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Soap Refill	552001-57201	\$89.88
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	2 Cases of Water	552001-57201	\$8.76
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Keys for Storage Closet	546015-57201	\$7.68
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	New Broom and Dust Pan	546015-57201	\$13.37
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Poolside Lunch Containers	549022-57501	\$31.53
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Hand Sanitizer	552001-57201	\$8.56
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Paper Towels	552001-57201	\$16.98

HERITAGE OAK PARK

Community Development District

**Payment Register by Fund
For the Period from 4/1/20 to 4/30/20
(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	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Fan	546015-57201	\$50.67
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Febreeze for Carpet	552001-57201	\$15.87
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Outside Disinfectant	549900-53901	\$19.98
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Spray Bottles	549900-53901	\$6.98
001	2375	04/22/20	SUNTRUST BANK-8114	04022020-8114	04/02/20 STATEMENT PURCHASES	Water/Shop Towels	552001-57201	\$18.31
001	2376	04/30/20	DANIEL W. COLMERY	6797	MEGA BARRIER ARM GEAR BOX/ MOTORS	R&M-Gate	546034-52901	\$1,525.00
001	DD00092	04/01/20	CHARLOTTE COUNTY UTILITIES	03112020-101597 ACH	26307-101597 02/10/20-03/09/20	Utility - Water & Sewer	543021-53901	\$681.41
001	DD00093	04/01/20	CHARLOTTE COUNTY UTILITIES	03112020-080703 ACH	26307-080703 02/10/20-03/09/20	Utility - Water & Sewer	543021-53901	\$59.04
001	DD00094	04/07/20	FPL	03232020-ACH	SERVICE FOR 02/21/20-03/23/20	Utility - General	543001-53901	\$3,635.15
001	DD00095	04/10/20	CHARLOTTE COUNTY UTILITIES	04102020-01597 ACH	26307-101597 03/09/20-04/08/20	Utility - Water & Sewer	543021-53901	\$578.81
001	2355	04/09/20	EDWARD A. CAREY	PAYROLL	April 09, 2020 Payroll Posting			\$184.70
001	2362	04/17/20	OLIN E. BELL	PAYROLL	April 17, 2020 Payroll Posting			\$184.70
001	2363	04/17/20	PAUL J. FALDUTO, JR	PAYROLL	April 17, 2020 Payroll Posting			\$184.70
001	2364	04/17/20	BRIAN R. BITGOOD	PAYROLL	April 17, 2020 Payroll Posting			\$184.70
001	2365	04/17/20	EDWARD A. CAREY	PAYROLL	April 17, 2020 Payroll Posting			\$184.70
001	2366	04/17/20	KENT D. WEEKS	PAYROLL	April 17, 2020 Payroll Posting			\$184.70
Fund Total								\$63,278.11

IRRIGATION FUND - 002

002	2349	04/08/20	MAINSCAPE	1243485	RELOCATE IRRIG VALVES B/W BOTH LIVE OAKS	R&M-Irrigation	546041-53901	\$2,473.66
002	2349	04/08/20	MAINSCAPE	1243483	RPL PUMP 8 & 9 CAPACITORS	R&M-Pumps	546138-53901	\$1,108.33
002	2349	04/08/20	MAINSCAPE	1243486	RPR 3" MAINLINE BEHIND 1286 GOT	R&M-Irrigation	546041-53901	\$2,349.20
002	2359	04/16/20	MAINSCAPE	1243602	IRRIGATION SERVICE 03/20	R&M-Irrigation	546041-53901	\$3,812.48
002	2373	04/22/20	MAINSCAPE	1243827	04/20 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$3,825.00
Fund Total								\$13,568.67

Total Checks Paid	\$76,846.78
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Fifth Order of Business

5A

HERITAGE OAK PARK
Community Development District

Annual Operating and Debt Service Budgets
Fiscal Year 2021

Version 3 - Proposed Budget
(Printed on 05/08/20 3:30pm)

Prepared by:



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HERITAGE OAK PARK
Community Development District

Operating Budget
Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	FY 2018	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
REVENUES									
Interest - Investments	\$ 3,396	\$ 5,801	\$ 5,180	\$ 8,836	\$ 5,024	\$ 1,050	\$ 625	\$ 1,675	\$ 5,000
Interlocal Agreement	3,000	3,000	3,000	3,000	3,000	1,500	1,500	3,000	3,000
Room Rentals	571	1,549	749	857	500	2,949	-	2,949	500
Recreational Activity Fees	32,930	39,654	43,189	47,790	50,500	30,541	1,200	31,741	53,200
Special Assmnts- Tax Collector	774,434	774,434	808,592	877,705	936,047	924,076	11,971	936,047	973,784
Special Assmnts- Discounts	(27,605)	(28,266)	(29,648)	(31,900)	(37,442)	(33,900)	-	(33,900)	(38,951)
Other Miscellaneous Revenues	7,920	1,305	13,412	10,784	3,800	1,032	1,500	2,532	3,800
Gate Bar Code/Remotes	1,180	646	646	1,376	1,000	393	360	753	1,000
Access Cards	-	-	-	560	600	187	63	250	600
TOTAL REVENUES	795,826	798,123	845,120	919,008	963,029	927,828	17,219	945,047	1,001,933
EXPENDITURES									
<i>Administrative</i>									
P/R-Board of Supervisors	11,800	14,000	11,600	11,600	12,000	6,200	5,000	11,200	12,000
FICA Taxes	903	1,071	887	887	918	474	383	857	918
ProfServ-Engineering	560	160	-	1,928	3,000	10,410	1,500	11,910	10,000
ProfServ-Legal Services	3,544	4,568	-	8,396	4,000	4,913	1,665	6,578	6,000
ProfServ-Mgmt Consulting Serv	69,075	58,969	3,505	60,923	63,637	37,122	26,515	63,637	65,547
ProfServ-Special Assessment	9,586	9,873	60,738	10,474	10,788	10,788	-	10,788	11,112
Auditing Services	5,750	5,500	10,169	6,200	5,750	5,700	-	5,700	5,750
Communication/Freight - Gen'l	848	763	5,500	1,458	900	471	375	846	1,500
Insurance - General Liability	10,242	8,750	1,417	8,363	9,199	9,851	-	9,851	10,836
R&M-ADA Compliance	-	-	10,910	-	3,065	3,065	-	3,065	1,000
Legal Advertising	601	1,804	904	2,332	1,100	572	528	1,100	1,100
Miscellaneous Services	653	510	512	5,088	1,200	188	500	688	3,000
Misc-Bank Charges	2,007	2,116	1,803	2,043	2,400	1,179	1,000	2,179	2,400
Misc-Assessmnt Collection Cost	5,509	5,332	7,228	6,425	18,720	17,803	239	18,042	19,476
Office Supplies	39	577	-	-	360	15	150	165	360
Annual District Filing Fee	175	175	175	175	175	175	-	175	175
Total Administrative	121,292	114,168	115,348	126,292	137,212	108,926	37,855	146,781	151,174

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	FY 2018	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
Other Public Safety									
Contracts-Mgmt Services	7,506	7,500	7,725	-	-	-	-	-	-
R&M-Gate	5,481	4,384	4,286	7,134	2,500	3,653	1,040	4,693	2,700
R&M-Gatehouse	171	-	1,140	649	1,200	-	1,200	1,200	1,000
R&M-Security Cameras	3,710	535	1,480	3,257	2,000	969	825	1,794	3,600
Total Other Public Safety	16,868	12,419	14,631	11,040	5,700	4,622	3,065	7,687	7,300
Field									
Contracts-Mgmt Services	104,382	107,514	110,739	114,061	117,483	68,532	48,951	117,483	121,008
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	79,628	83,996	83,996	86,515	50,467	36,048	86,515	89,111
Contracts-Irrigation	45,010	45,000	47,028	49,140	49,500	26,775	19,125	45,900	47,277
Utility - General	32,558	34,598	35,398	37,802	38,400	24,244	18,000	42,244	43,320
Utility - Water & Sewer	9,393	11,995	7,398	8,379	9,000	6,294	3,250	9,544	9,400
Insurance - General Liability	27,375	29,101	26,941	29,100	30,000	33,606	-	33,606	43,647
R&M-Drainage	13,603	13,100	21,994	16,842	10,000	5,370	4,630	10,000	15,000
R&M-Entry Feature / Wall	375	3,618	1,263	10,066	5,000	2,500	2,500	5,000	7,500
R&M-Irrigation	39,677	67,782	107,179	104,526	72,800	81,332	30,335	111,667	31,400
R&M-Lake	1,437	1,114	2,877	6,100	22,100	20,000	2,100	22,100	22,100
R&M-Plant Replacement	1,445	2,034	2,960	324	3,500	5,565	-	5,565	7,000
R&M-Trees and Trimming	5,675	7,921	1,750	5,254	6,000	385	5,615	6,000	6,000
R&M-Pumps	9,997	19,481	5,538	2,500	2,160	6,035	1,620	7,655	2,160
Misc-Special Projects	5,441	9,669	6,440	16,548	10,930	9,230	1,700	10,930	10,930
Natural Disaster Expense	-	32,476	58,424	6,726	5,000	-	5,000	5,000	5,000
Misc-Contingency	6,332	2,152	5,209	2,999	5,000	3,127	1,873	5,000	5,000
Capital Outlay	-	-	19,865	-	5,000	3,075	1,925	5,000	5,000
Capital Outlay - Irrigation	17,250	31,893	5,990	-	5,000	6,970	-	6,970	-
Principal Debt Retirement	86,444	-	-	-	-	-	-	-	-
Interest Expense	2,769	-	-	-	-	-	-	-	-
DS Costs-Miscellaneous	1,319	-	-	-	-	-	-	-	-
Total Field	496,230	505,196	557,109	500,483	489,508	357,077	185,222	542,299	476,973

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
						THRU APR-2020	MAY- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
Road and Street Facilities									
R&M-Parking Lots	6,961	-	211	520	500	-	500	500	1,000
R&M-Roads & Alleyways	1,678	10,854	13,701	10,255	4,000	-	4,000	4,000	4,000
R&M-Sidewalks	1,698	1,743	-	-	4,000	380	3,620	4,000	10,000
R&M-Streetlights	2,178	19,025	5,837	3,329	5,000	688	4,312	5,000	10,000
Misc-Contingency	-	-	-	-	3,000	-	3,000	3,000	3,000
Capital Outlay - Sidewalk Impr	-	-	-	-	10,000	-	10,000	10,000	10,000
Capital Outlay - Streetlight Impr	-	-	-	-	5,000	-	5,000	5,000	5,000
Reserve - Roads & Streetlights	-	26,709	58,430	10,548	5,369	50,485	-	50,485	5,369
Total Road and Street Facilities	12,515	58,331	78,179	24,652	36,869	51,553	30,432	81,985	48,369
Parks and Recreation - General									
Contracts-Mgmt Services	46,989	34,252	59,307	74,911	72,807	42,471	30,336	72,807	74,991
Contracts-Janitorial Services	11,505	14,695	18,123	18,960	18,960	11,060	7,900	18,960	18,960
Contracts-Pools	11,200	10,800	10,800	10,800	10,800	6,300	4,500	10,800	10,800
Contracts-Pest Control	1,048	1,048	1,048	1,298	1,100	1,048	-	1,048	1,100
Communication - Telephone	6,538	6,960	7,437	7,903	8,100	4,720	3,400	8,120	8,256
R&M-Clubhouse	19,522	60,633	79,674	100,335	58,935	30,779	56,014	86,793	57,500
R&M-Parks	18,780	10,997	32,540	31,892	12,000	10,167	5,000	15,167	15,000
R&M-Pools	20,243	4,270	8,083	2,420	6,000	5,284	2,500	7,784	9,000
R&M - Tennis Courts	-	-	17,100	-	2,500	752	1,748	2,500	2,500
Miscellaneous Services	2,374	2,238	2,866	3,327	2,400	1,130	1,000	2,130	2,400
Misc-Holiday Décor	-	812	469	527	750	491	-	491	750
Misc-Cable TV Expenses	794	881	982	1,030	1,028	1,625	1,525	3,150	3,660
Office Supplies	2,852	2,776	3,873	3,434	2,160	-	900	900	3,000
OpSupplies - General	2,056	2,525	2,209	5,645	2,700	1,481	1,125	2,606	6,000
Cap Outlay - Equipment	-	6,408	-	-	8,000	1,758	6,242	8,000	8,000
Cap Outlay - Clubhouse	-	-	-	10,488	27,500	-	27,500	27,500	15,000
Reserve - Roof	-	-	-	-	5,000	5,000	-	5,000	25,000
Reserve - Swimming Pools	-	-	-	-	2,500	-	2,500	2,500	3,000
Total Parks and Recreation - General	143,901	159,295	244,511	272,970	243,240	154,586	121,670	276,256	264,917

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2016	FY 2017	FY 2018	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
Special Recreation Facilities									
Miscellaneous Services	4,520	5,229	3,133	5,470	4,500	995	80	1,075	4,500
Misc-Event Expense	10,053	9,877	22,932	33,221	21,000	15,457	300	15,757	21,000
Misc-Social Committee	17,808	20,304	19,591	24,734	24,000	16,575	800	17,375	26,700
Misc-Trips and Tours	192	-	-	-	500	-	-	-	500
Office Supplies	469	618	727	763	500	214	210	424	500
Total Special Recreation Facilities	33,042	36,028	46,383	64,188	50,500	33,241	1,390	34,631	53,200
Debt Service									
Cost of Issuance	-	-	-	-	-	-	50,650	50,650	-
Total Debt Service	-	-	-	-	-	-	50,650	50,650	-
TOTAL EXPENDITURES	823,848	885,437	1,056,161	999,625	963,029	710,005	328,984	1,038,989	1,001,933
Excess (deficiency) of revenues Over (under) expenditures	(28,022)	(87,314)	(211,041)	(80,617)	-	217,823	(311,765)	(93,943)	-
OTHER FINANCING SOURCES (USES)									
Interfund Transfer - In	115,000	50,000	-	-	-	-	-	-	-
Loan Proceeds	-	-	-	-	-	-	2,000,000	2,000,000	-
Operating Transfers-Out	(115,000)	(50,000)	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	2,000,000	2,000,000	-
Net change in fund balance	(28,022)	(87,314)	(211,041)	(80,617)	-	217,823	1,688,235	1,906,057	-
FUND BALANCE, BEGINNING	813,784	785,762	698,448	487,407	406,790	406,790	-	406,790	2,312,847
FUND BALANCE, ENDING	\$ 785,762	\$ 698,448	\$ 487,407	\$ 406,790	\$ 406,790	\$ 624,613	\$ 1,688,235	\$ 2,312,847	\$ 2,312,847

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 2,312,847
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	33,369
Total Funds Available (Estimated) - 9/30/2021	2,346,216

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,175
Subtotal	<u>8,175</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	242,141	(1)
Reserve - Roads & Streetlights - Prior Years	274,815	(2)
Reserve - Roads & Streetlights - FY 2020	5,369	(3)
Reserve - Roads & Streetlights - Actual Expensed	(50,485)	(4)
Reserve - Roads & Streetlights - Current Budget Year	5,369	235,068 (5)
Reserve - Arbor - Prior Years	2,500	(3)
Reserve - Roof - Prior Years	85,000	(2)
Reserve - Roof - FY 2020	5,000	(3)
Reserve - Roof - Actual Expensed	(5,000)	(4)
Reserve - Roof - Current Budget Year	25,000	110,000 (5)
Reserve - Swimming Pools - Prior Years	26,475	(2)
Reserve - Swimming Pools - FY 2020	2,500	(3)
Reserve - Swimming Pools - Actual Expensed	(2,500)	(4)
Reserve - Swimming Pools - Current Budget Year	3,000	29,475 (5)
Subtotal	<u>619,184</u>	

Total Allocation of Available Funds	627,359
--	----------------

Total Available for Projects **\$ 1,668,857**

Total Unassigned (undesignated) Cash **\$ 50,000**

Notes

- (1) Represent approximately 3 months of operating expenditures
- (2) Represents Reserves from Prior Years thru FY 2019
- (3) Represents Reserves for FY 2020
- (4) Represents actual expense in FY 2020
- (5) Represents Reserves for Current Budget Year FY 2021

Budget Narrative
Fiscal Year 2021**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 2021

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.

Budget Narrative
Fiscal Year 2021

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.

Budget Narrative
Fiscal Year 2021

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.

Budget Narrative
Fiscal Year 2021

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.

Budget Narrative
Fiscal Year 2021

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.

Budget Narrative
Fiscal Year 2021

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 2021**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.

Budget Narrative
Fiscal Year 2021**EXPENDITURES****Parks and Recreation – General** (continued)**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 Budgets
Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APR-2020	PROJECTED MAY- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES						
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	214,897	180,000	177,734	2,266	180,000	-
Special Assmnts- Discounts	(7,808)	(7,200)	(6,593)	-	(6,593)	-
TOTAL REVENUES	207,089	172,800	171,141	2,266	173,407	-
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	1,573	3,600	3,423	45	3,468	-
Total Administrative	1,573	3,600	3,423	45	3,468	-
<i>Debt Service</i>						
Principal Debt Retirement	187,752	196,028	-	196,028	196,028	-
Interest Expense	20,540	10,388	5,420	5,252	10,672	-
Total Debt Service	208,292	206,416	5,420	201,280	206,700	-
TOTAL EXPENDITURES	209,865	210,016	8,843	201,325	210,168	-
Excess (deficiency) of revenues Over (under) expenditures	(2,776)	(37,216)	162,298	(199,059)	(36,761)	-
OTHER FINANCING SOURCES (USES)						
Interfund Transfer - Out	-	-	-	(11,432)	(11,432)	-
Contribution to (Use of) Fund Balance	-	(37,216)	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	(37,216)	-	(11,432)	(11,432)	-
Net change in fund balance	(2,776)	(37,216)	162,298	(210,491)	(48,193)	-
FUND BALANCE, BEGINNING	50,969	48,193	48,193	-	48,193	-
FUND BALANCE, ENDING	\$ 48,193	\$ 10,977	\$ 210,491	\$ (210,491)	\$ -	\$ -

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY- SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
REVENUES						
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	-	-	-	-	-	199,963
Special Assmnts- Discounts	-	-	-	-	-	(7,999)
TOTAL REVENUES	-	-	-	-	-	191,964
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	-	-	-	-	-	3,999
Total Administrative	-	-	-	-	-	3,999
<i>Debt Service</i>						
Principal Debt Retirement	-	-	-	-	-	110,166
Interest Expense	-	-	-	-	-	77,800
Total Debt Service	-	-	-	-	-	187,966
TOTAL EXPENDITURES	-	-	-	-	-	191,965
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-	-
Net change in fund balance	-	-	-	-	-	-
FUND BALANCE, BEGINNING	-	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Loan Amortization Schedule

Compound Period Annually
Interest Rate 3.89%

Year	Payment	15 Years Principal Paid	Interest Paid	Remaining Balance
2021	\$ 187,965.55	\$ 110,165.55	\$ 77,800.00	\$ 1,889,834.45
2022	\$ 187,965.55	\$ 114,450.99	\$ 73,514.56	\$ 1,775,383.46
2023	\$ 187,965.55	\$ 118,903.13	\$ 69,062.42	\$ 1,656,480.33
2024	\$ 187,965.55	\$ 123,528.47	\$ 64,437.08	\$ 1,532,951.86
2025	\$ 187,965.55	\$ 128,333.72	\$ 59,631.83	\$ 1,404,618.14
2026	\$ 187,965.55	\$ 133,325.90	\$ 54,639.65	\$ 1,271,292.24
2027	\$ 187,965.55	\$ 138,512.28	\$ 49,453.27	\$ 1,132,779.96
2028	\$ 187,965.55	\$ 143,900.41	\$ 44,065.14	\$ 988,879.55
2029	\$ 187,965.55	\$ 149,498.14	\$ 38,467.41	\$ 839,381.41
2030	\$ 187,965.55	\$ 155,313.61	\$ 32,651.94	\$ 684,067.80
2031	\$ 187,965.55	\$ 161,355.31	\$ 26,610.24	\$ 522,712.49
2032	\$ 187,965.55	\$ 167,632.03	\$ 20,333.52	\$ 355,080.46
2033	\$ 187,965.55	\$ 174,152.92	\$ 13,812.63	\$ 180,927.54
2034	\$ 187,965.62	\$ 180,927.54	\$ 7,038.08	\$ -
\$ 2,631,517.77		\$ 2,000,000.00	\$ 631,517.77	

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedules
Fiscal Year 2021

**Comparison of Assessment Rates
Fiscal Year 2021 vs. Fiscal Year 2020**

\$2 Million 15 Year

Product	General Fund			Debt Service 2008			Debt Service 2020			Total Assessments per Unit			Units
	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	FY 2021	FY 2020	Percent Change	
SF	\$1,405.17	\$1,350.71	4.0%	\$0.00	\$297.90	n/a	\$328.36	\$0.00	n/a	\$1,733.53	\$1,648.61	5.2%	39
MF	\$1,405.17	\$1,350.71	4.0%	\$0.00	\$259.63	n/a	\$286.17	\$0.00	n/a	\$1,691.35	\$1,610.34	5.0%	654
													693

**Heritage Oak Park
Loan Summary
Term Sheet as of 4-22-20**

Loan Terms	15 Year
Bank	Valley National Bank
Loan Amount:	Not to exceed \$2 million
Drawdown Period	12 months
Maturity:	15 years
Loan Type:	Fixed
Tax Exempt Interest Rate: (1)	3.89%
Prepayment Fee:	none
Repayment:	Semi-annual Interest Payment during Draw Period; Semi-annual Principal and Interest payments to maturity of loan.
Fees: Bank Commitment Fee, estimated attorney fees, and closing costs.	\$22,150
Estimated Total Interest Expense:	\$631,518
Estimated Annual P&I Payments:	\$187,966
Estimated Cost of Loan: (2)	\$2,631,518
Collateral	Non-Ad Valorem Special Assessments

Notes

1) The estimated cost of the loan is based on current interest rates which can change prior to closing.

5C.

Egan, Michelle

From: Jeanne Teter <jeanne.teter@gmail.com>
Sent: Monday, May 4, 2020 1:51 PM
To: CDD Chair; Egan, Michelle
Subject: Library re-opening

I have taken the liberty of doing some online research about how libraries foresee reopening their facilities and talked to a librarian friend in the Denver system. While we know that the virus can stay alive on paper, the research says that a 24-hour quarantine on paper products should be sufficient and it is not expected that paper back books pose much risk. A 72-hour quarantine on mylar (plastic) covered books is recommended. We have a few mylar-covered books and we have some CDs which rarely circulate but the vast majority of our collection is paper, including puzzles. The biggest concern for transmission is the hard, high-touch surfaces.

The local newspaper is a popular item. My inclination is to put the hand sanitizer on the table with the newspaper and admonish people to use it before and after OR we discontinue it for the time being. That would cause an uproar from the few that use it.

This is what I'm thinking:

Provide hand sanitizer or wipes when you first walk in the door and on the newspaper table. The door handle and light switches are a point of contact to be concerned about.

To maintain social distancing, no more than 3 people inside at one time. Have 7 boxes or grocery sacks setting on the table, labeled for each day of the week. Returned paperback books or puzzles are placed in the corresponding container where they will remain for at least 24 hours before reshelving.

I'm suggesting we take only paperback books, magazine and puzzles for the time being.

Romance and mystery books must be less than 10 years old. Magazines must be dated within the last 3 months. [The library is not a dumping ground for old books and magazines and catalogs though way too many people treat it as such.] Non-conforming items will not be accepted.

From what I remember, things should be in pretty good shape in there other than dust, etc. I had intended to cull some of the older puzzles to be ready for when the new shelves were installed. If help is needed, let me know. And we probably will have an influx of puzzle donations.

Jeanne Teter
618 978 4521

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Sixth Order of Business

6Ci.

**HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2019**

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Heritage Oak Park Community Development District
Charlotte County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Heritage Oak Park Community Development District, Charlotte County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2019, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 10, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

February 10, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Heritage Oak Park Community Development District, Charlotte County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2019. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$4,841,043.
- The change in the District's total net position in comparison with the prior fiscal year was (\$138,640), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2019, the District's governmental funds reported combined ending fund balances of \$454,981, a decrease of (\$83,395) in comparison with the prior fiscal year. The total fund balance is non-spendable for deposits and prepaid items, restricted for debt service, and assigned to reserves.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: **1)** government-wide financial statements, **2)** fund financial statements, and **3)** notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1) Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management), maintenance and recreation functions.

2) Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)2) Fund Financial Statements (Continued)Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflow of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains two governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and debt service fund, both of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

3) Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION	
	SEPTEMBER 30,	
	2019	2018
Assets, excluding capital assets	\$ 520,074	\$ 582,971
Capital assets, net of depreciation	4,585,107	4,831,190
Total assets	5,105,181	5,414,161
Liabilities, excluding long-term liabilities	68,110	50,698
Long-term liabilities	196,028	383,780
Total liabilities	264,138	434,478
Net position		
Net investment in capital assets	4,389,079	4,447,410
Restricted for debt service	43,676	42,241
Unrestricted	408,288	490,032
Total net position	\$ 4,841,043	\$ 4,979,683

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position decreased during the most recent fiscal year. The majority of the decrease represents the extent to which the cost of operations and depreciation expense exceeded ongoing program revenues.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2019	2018
Revenues:		
Program revenues:		
Charges for services	\$ 1,100,416	\$ 1,028,403
Operating grants and contributions	3,000	3,000
General revenues:		
Unrestricted interest earnings	8,835	5,179
Miscellaneous	12,720	14,059
Total revenues	<u>1,124,971</u>	<u>1,050,641</u>
Expenses:		
General government	127,865	121,837
Maintenance and operations	757,638	845,519
Parks and recreation	361,779	322,963
Interest	16,329	24,943
Total expenses	<u>1,263,611</u>	<u>1,315,262</u>
Change in net position	(138,640)	(264,621)
Net position - beginning	4,979,683	5,244,304
Net position - ending	<u>\$ 4,841,043</u>	<u>\$ 4,979,683</u>

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2019 was \$1,263,611. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes amounts from interlocal agreements, interest, and miscellaneous income. Program revenue increased in the current fiscal year due to an increase in per unit operations and maintenance assessments. In the current year, expenses, including depreciation, decreased from the prior fiscal year, the majority of the decrease was the result of a decrease in maintenance expense related to hurricane expenditures and clubhouse renovations.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. The general fund budget for the fiscal year ended September 30, 2019 was amended to increase appropriations and use of fund balance by \$140,000. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At September 30, 2019, the District had \$8,903,842 invested in land, infrastructure, and improvements, for its governmental activities. In the government-wide financial statements depreciation of \$4,318,735 has been taken, which resulted in a net book value of \$4,585,107. More detailed information about the District's capital assets is presented in the notes of the financial statements.

Capital Debt

At September 30, 2019, the District had \$196,028 Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Heritage Oak Park Community Development District's Finance Department at 210 N. University Drive, Suite 702, Coral Springs, Florida, 33071.

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2019**

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 493,738
Accounts receivable	3,752
Due from other governmental units	13,059
Deposits and prepaid expenses	9,525
Capital assets:	
Nondepreciable	1,363,637
Depreciable, net	3,221,470
Total assets	<u>5,105,181</u>
LIABILITIES	
Accounts payable and accrued expenses	56,675
Deposit payable	6,918
Accrued interest payable	4,517
Non-current liabilities:	
Due within one year	<u>196,028</u>
Total liabilities	<u>264,138</u>
NET POSITION	
Net investment in capital assets	4,389,079
Restricted for debt service	43,676
Unrestricted	<u>408,288</u>
Total net position	<u>\$ 4,841,043</u>

See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

<u>Functions/Programs</u>	Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities
Primary government:				
Governmental activities:				
General government	\$ 127,865	\$ 127,865	\$ -	\$ -
Maintenance and operations	757,638	717,940	3,000	(36,698)
Parks and recreation	361,779	48,647	-	(313,132)
Interest on long-term debt	16,329	205,964	-	189,635
Total governmental activities	1,263,611	1,100,416	3,000	(160,195)
General revenues:				
				8,835
				12,720
				21,555
				(138,640)
				4,979,683
				\$ 4,841,043

See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Cash	\$ 493,738	\$ -	\$ 493,738
Accounts receivable	3,752	-	3,752
Due from other governmental units	13,059	-	13,059
Due from other funds	-	48,193	48,193
Deposits and prepaid	9,525	-	9,525
Total assets	<u>\$ 520,074</u>	<u>\$ 48,193</u>	<u>\$ 568,267</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable and accrued expenses	\$ 56,675	\$ -	\$ 56,675
Deposits payable	6,918	-	6,918
Due to other funds	48,193	-	48,193
Total liabilities	<u>111,786</u>	<u>-</u>	<u>111,786</u>
Deferred Inflows of Resources:			
Unavailable revenue	1,500	-	1,500
Total deferred inflows of resources	<u>1,500</u>	<u>-</u>	<u>1,500</u>
Fund balances:			
Nonspendable:			
Deposits and prepaids	9,525	-	9,525
Restricted for:			
Debt service	-	48,193	48,193
Assigned to:			
Operating reserve	8,473	-	8,473
Roadways and streetlights reserve	274,815	-	274,815
Swimming pool reserve	26,475	-	26,475
Roof reserve	85,000	-	85,000
Reserve - Arbor	2,500	-	2,500
Total fund balances	<u>406,788</u>	<u>48,193</u>	<u>454,981</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 520,074</u>	<u>\$ 48,193</u>	<u>\$ 568,267</u>

See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2019**

Fund balance - governmental funds \$ 454,981

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	8,903,842	
Accumulated depreciation	<u>(4,318,735)</u>	4,585,107

Assets that are not available to pay for current-period expenditures are unavailable in the fund financial statements.		1,500
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Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(4,517)	
Bonds payable	<u>(196,028)</u>	<u>(200,545)</u>

Net position of governmental activities		<u>\$ 4,841,043</u>
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See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Major Funds		Total Governmental Funds
	General	Debt Service	
REVENUES			
Assessments	\$ 845,805	\$ 207,089	\$ 1,052,894
Interlocal agreement	3,000	-	3,000
Net investment earnings	8,835	-	8,835
Recreational activities	48,647	-	48,647
Miscellaneous revenue	12,720	-	12,720
Total revenues	<u>919,007</u>	<u>207,089</u>	<u>1,126,096</u>
EXPENDITURES			
Current:			
General government	126,292	1,573	127,865
Maintenance and operations	536,175	-	536,175
Parks and recreation	326,671	-	326,671
Debt service:			
Principal	-	187,752	187,752
Interest	-	20,540	20,540
Capital outlay	10,488	-	10,488
Total expenditures	<u>999,626</u>	<u>209,865</u>	<u>1,209,491</u>
Excess (deficiency) of revenues over (under) expenditures	(80,619)	(2,776)	(83,395)
Fund balances - beginning	<u>487,407</u>	<u>50,969</u>	<u>538,376</u>
Fund balances - ending	<u>\$ 406,788</u>	<u>\$ 48,193</u>	<u>\$ 454,981</u>

See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Net change in fund balances - total governmental funds	\$ (83,395)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures, however, the cost of capital assets is eliminated in the statement of activities and capitalized in the statement of net position.	10,488
Depreciation on capital assets is not recognized in the governmental fund financial statements but is reported as an expense in the statement of activities.	(256,571)
Certain revenues were unavailable for the governmental fund financial statements in the prior fiscal year. In the current fiscal year, these revenues were recorded in the governmental fund financial statements.	(1,125)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	187,752
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	<u>4,211</u>
Change in net position of governmental activities	<u><u>\$ (138,640)</u></u>

See notes to the financial statements

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Heritage Oak Park Community Development District ("District") was created on July 10, 1998 by Ordinance 98-047-0AO of Charlotte County, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the owners of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited lands within the District. Assessments are levied to pay for the operations and maintenance of the District. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments for operations and debt service are billed and collected by the County Tax Assessor/Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to debt covenants or other contractual restrictions.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraphs c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Furniture and equipment	5
Infrastructure	5 - 30
Buildings	40
Recreational amenity	5-10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**Assets, Liabilities and Net Position or Equity (Continued)****Fund Equity/Net Position (Continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures**Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

NOTE 5 – INTERFUND RECEIVABLES AND PAYABLES

Interfund receivables and payables at September 30, 2019 were as follows:

Fund	Receivable	Payable
General	\$ -	\$ 48,193
Debt service	48,193	-
Total	\$ 48,193	\$ 48,193

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. In the case of the District, the balances between the general fund and the debt service fund relate to assessments collected in the general fund that are held for future debt service fund payments.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2019 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land	\$ 1,363,637	\$ -	\$ -	\$ 1,363,637
Total capital assets, not being depreciated	1,363,637	-	-	1,363,637
Capital assets, being depreciated				
Buildings	1,140,352	-	-	1,140,352
Infrastructure	6,210,073	-	-	6,210,073
Recreational amenity	12,688	-	-	12,688
Equipment and furniture	166,604	10,488	-	177,092
Total capital assets, being depreciated	7,529,717	10,488	-	7,540,205
Less accumulated depreciation for:				
Buildings	522,041	28,509	-	550,550
Infrastructure	3,387,772	221,463	-	3,609,235
Recreational amenity	10,367	605	-	10,972
Equipment and furniture	141,984	5,994	-	147,978
Total accumulated depreciation	4,062,164	256,571	-	4,318,735
Total capital assets, being depreciated, net	3,467,553	(246,083)	-	3,221,470
Governmental activities capital assets, net	\$ 4,831,190	\$ (246,083)	\$ -	\$ 4,585,107

Depreciation expense was charged to function/programs as follows:

Maintenance and operations	\$ 221,463
Parks and recreation	35,108
Total depreciation	\$ 256,571

NOTE 7 – LONG-TERM LIABILITIES**Series 2008 (SunTrust)**

On April 17, 2008, the District issued \$1,875,000 of Special Assessment Revenue Refunding Bond Series 2008 due May 1, 2020, with a fixed interest rate of 4.36%. The Bonds were issued to refund the District's then outstanding Special Assessment Revenue Bonds, Series 1998A and to pay certain costs of issuance. Interest on the Series 2008 Bonds is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2009.

NOTE 7 – LONG-TERM LIABILITIES (Continued)

Series 2008 (SunTrust) Continued

The Series 2008 Bonds, issued through a private placement, are subject to prepayment as outlined in the debt agreement. The agreement outlines other requirements for compliance, however, the District is not required to establish or maintain a reserve for the Bonds. To secure the principal and interest on the Bonds, the District is required to pledge, assign, and grant a security interest in the revenues received from special assessments. The District was in compliance with the requirements at September 30, 2019.

Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2019 were as follows:

<u>Governmental activities</u>	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Bonds payable:					
Series 2008 (SunTrust)	\$ 383,780	\$ -	\$ 187,752	\$ 196,028	\$ 196,028
Total	<u>\$ 383,780</u>	<u>\$ -</u>	<u>\$ 187,752</u>	<u>\$ 196,028</u>	<u>\$ 196,028</u>

At September 30, 2019, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	<u>Governmental Activities</u>		
	Principal	Interest	Total
2020	\$ 196,028	\$ 8,689	\$ 204,717
Total	<u>\$ 196,028</u>	<u>\$ 8,689</u>	<u>\$ 204,717</u>

NOTE 8 – INTERLOCAL AGREEMENT

The District has agreed to rent out space including office supplies and garage to the Heritage Oak Park Community Association (HOPCA). Revenues for the service for the fiscal year ended September 30, 2019 were \$3,000.

NOTE 9 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Assessments	\$ 842,601	\$ 842,601	\$ 845,805	\$ 3,204
Interlocal agreement	3,000	3,000	3,000	-
Interest	5,024	5,024	8,835	3,811
Recreational activities	42,000	42,000	48,647	6,647
Miscellaneous	5,100	5,100	12,720	7,620
Total revenues	<u>897,725</u>	<u>897,725</u>	<u>919,007</u>	<u>21,282</u>
EXPENDITURES				
Current:				
General government	135,393	135,393	126,292	9,101
Maintenance and operations	460,790	520,790	536,175	(15,385)
Parks and recreation	249,842	329,842	326,671	3,171
Capital outlay	51,700	51,700	10,488	41,212
Total expenditures	<u>897,725</u>	<u>1,037,725</u>	<u>999,626</u>	<u>38,099</u>
Excess (deficiency) of revenues over (under) expenditures	-	(140,000)	(80,619)	59,381
OTHER FINANCING SOURCES				
Use of fund balance	-	140,000	-	(140,000)
Total other financing sources (uses)	<u>-</u>	<u>140,000</u>	<u>-</u>	<u>(140,000)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>(80,619)</u>	<u>\$ (80,619)</u>
Fund balance - beginning			<u>487,407</u>	
Fund balance - ending			<u>\$ 406,788</u>	

See notes to required supplementary information

**HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. The general fund budget for the fiscal year ended September 30, 2019 was amended to increase appropriations and use of fund balance by \$140,000. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Heritage Oak Park Community Development District
Charlotte County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Heritage Oak Park Community Development District, Charlotte County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated February 10, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

February 10, 2020



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Heritage Oak Park Community Development District
Charlotte County, Florida

We have examined Heritage Oak Park Community Development District, Charlotte County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2019. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2019.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Heritage Oak Park Community Development District, Charlotte County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

February 10, 2020



**MANAGEMENT LETTER PURSUANT TO THE RULES OF
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors
Heritage Oak Park Community Development District
Charlotte County

Report on the Financial Statements

We have audited the accompanying basic financial statements of Heritage Oak Park Community Development District, Charlotte County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated February 10, 2020.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated February 10, 2020, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General of the state of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Heritage Oak Park Community Development District, Charlotte County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Heritage Oak Park Community Development District, Charlotte County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

February 10, 2020

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2018.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2019.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2019.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2019. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

6Cii.

RESOLUTION 2020-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE HERITAGE OAK PARK COMMUNITY
DEVELOPMENT DISTRICT APPROVING THE BUDGET
FOR FISCAL YEAR 2021 AND SETTING A PUBLIC
HEARING THEREON PURSUANT TO FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2021; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to 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. The budget proposed by the District Manager for Fiscal Year 2021 is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: August 20, 2020
Hour: 10:00 a.m.
Place: Heritage Oak Park Lodge
19520 Heritage Oak Boulevard
Port Charlotte, Florida 33948

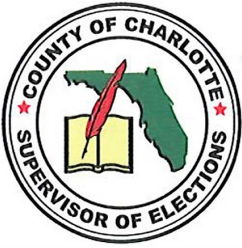
Notice of this public hearing shall be published in the manner prescribed in Florida Law.

Adopted this 21st day of May, 2020.

Brian Bitgood
Chairman

Robert Koncar
Secretary

6Ciii.



HON. PAULA. STAMOULIS

**CHARLOTTE COUNTY
SUPERVISOR of ELECTIONS**

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

April 24, 2020

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, 2020 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 - 473
Heritage Oak Park Community Development District - 808
Riverwood Community Development District - 1286

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Vincenza F. Treppiedi".

Vincenza F. Treppiedi, MFCEP
Office Manager/Election Central Director
941-833-5407

vinnie@charlottevotes.com

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