

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

The workshop meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, August 19, 2021 at 10:04 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida, Call-In Number 800-747-5150; Access Code 2836125.

Present and constituting a quorum were:

Paul Falduto, Jr.	Chairperson
Edward Carey	Vice Chairperson
Steve Horsman	Assistant Secretary
Brian Bitgood	Assistant Secretary (via telephone)
Bob Koncar	District Manager, Inframark
Michelle Egan	Project Manager, Inframark (via telephone)
Jackie Wells	Activities Coordinator, Inframark

The following is a summary of the minutes and actions taken at the August 19, 2021 regular meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor allowing Mr. Bitgood to participate by telephone was approved. 3-0

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor amending the agenda to include 7B. Golf Cart. 4-0

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- With no Audience comments, the next item followed.

FOURTH ORDER OF BUSINESS

Comments from the Chairman

- Everything is going well in the community.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the June 17, 2021 Meeting**
- B. **Financial Statements and Check Register**

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor the Consent Agenda was approved with amended minutes. 4-0

SIXTH ORDER OF BUSINESS

New Business

- A. **AED donation**

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor a \$500.00 donation to HOPCA for a new AED was approved. 4-0.

- B. **Interlocal with HOA**

On MOTION by Mr. Carey seconded by Mr. Bitgood, with Mr. Horsman recusing himself, authorizing Mr. Falduto to negotiate an Interlocal Agreement with HOPCA for irrigation water cost sharing was approved. 3-0.

- C. **Withdrawal of Remaining Loan Funds**

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the take down balance of remaining loan funds was ratified. 4-0.

- Mr. Koncar explained the process of taking down the balance of remaining loan funds.

SEVENTH ORDER OF BUSINESS

Old Business

A. Fencing

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor a not to exceed amount of \$40,000 for new fencing around the pool, with Mr. Falduto and Ms. Eagan going to the County for possible approval on using the newly purchased gate, was approved. 4-0.

B. Golf Cart

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor authorizing the purchase of a new golf cart and selling the current golf cart outright was approved. 4-0.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Attorney

No report.

B. District Engineer

No report.

C. Manager

- i. Public Hearing on Fiscal Year 2021/2022 Final Budget – Continued

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor opening the continued Public Hearing was approved 4-0.

- o There were no comments

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor closing the continued Public Hearing was approved 4-0.

- a. Consideration of Resolution 2021-06 Adopting Fiscal Year 2021/2022 Budget

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor Resolution 2021-06, Adopting Fiscal Year 2021/2022 Budget was adopted 4-0.

- ii. Public Hearing on Fiscal Year 2021/2022 Levying of Assessments - Continued
 - a. Consideration of Resolution 2021-07 Fiscal Year 2021/2022 Levying of Assessments

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor Resolution 2021-07, Levying Fiscal Year 2021/2022 Assessments was adopted 4-0.

iii. Ratification of Requisition for Disbursement

iv. Consideration of Annual Meeting Schedule

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the Fiscal Year 2022 Meeting Schedule was approved. 4-0.

v. Consideration of Establishment of Audit Committee

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor appointing the Board as the Audit Committee was approved. 4-0.

On MOTION by Mr. Cary seconded by Mr. Horsman with all in favor authorizing staff to advertise for a District Auditing Firm was approved. 4-0.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor authorizing staff to advertise for the Audit Committee Workshop at 9:00 a.m. on September 16, 2021 was approved. 4-0.

vi. District Engineering Services

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor authorizing staff for statement of qualifications for District Engineering Services was approved. 4-0.

NINTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

- Plantings were completed at the front gate and around the lake. They are being manually watered at this time.
- Ms. Egan is working on the letter to residents for up-to-date gate box information.
- Irrigation mainline repairs are complete from the back wall to Winding Oak. Irrigation cannot be relied on until the project is totally complete.

- The ovens in the kitchens have been calibrated but still are not working properly. There is a double oven available at Lowes if it will fit into the space. Ms. Eagan is waiting to hear back.
- Ms. Wells gave an update on recent activities and upcoming activities.

TENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Carey states he still has concerns on the 2-inch pipe feeding into a 6-inch pipe. Ms. Eagan will address this concern with Mainscape.
- Mr. Horsman stated he has a concern on how slow this mainline project is going and fears it may not be done on time. Ms. Eagan will obtain a written update.

ELEVENTH ORDER OF BUSINESS

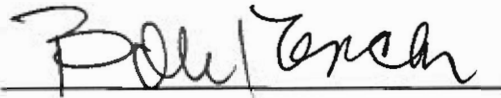
Audience Comments

- A resident stated she is happy to see improvements being made in the District.
- A resident asked how long it will take for the fencing at the pool to be finished.
- A resident asked how much money is left unused on the loan.

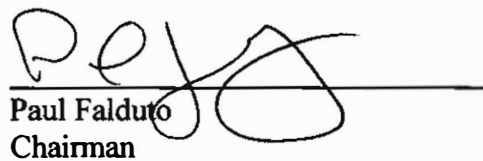
TWELFTH ORDER OF BUSINESS

Adjournment

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



Secretary



Paul Falduto
Chairman