

HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
FEBRUARY 20, 2020
AGENDA PACKAGE

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

February 13, 2020

Board of Supervisors
Heritage Oak Park Community
Development District

Dear Board Members:

A workshop and regular meeting of the Board of Supervisors of the Heritage Oak Park CDD will be held on Thursday, February 20, 2020 at 9:00 a.m. for the workshop and 10:00 a.m. for the regular meeting for the Board of Supervisors of the Heritage Oak Park CDD in the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida. Following is the advanced agenda for the meeting:

WORKSHOP

1. Call to Order and Roll Call
2. Capital Improvement
3. Discussion On O&M Budget
4. Adjournment

REGULAR MEETING

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Approval of Consent Agenda
 - A. Approval of the Minutes of the January 16, 2020 meeting & February 6, 2020 Reconvened Meeting
 - B. Financial Statements and Check Register
5. New Business
 - A. Sports Bar Acoustic Panels
6. Old Business
 - A. Open Board Seat
 - B. Lodge Furniture
 - C. Pool Repair Bid
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - i. Acceptance of the Audit for Fiscal Year 2019
8. On-Site Administration Report – Project Updates
9. Supervisor Requests
10. Audience Comments
11. Adjournment

Any supporting material for the items listed above and not enclosed will be distributed at the meeting. I look forward to seeing you and in the meantime if you have any questions, please contact me.

Sincerely,
Bob Koncar
District Manager

WORKSHOP

HERITAGE OAK PARK

Community Development District

Annual Operating Budgets

Fiscal Year 2021

Version 1 - Proposed Budget

(Printed on 02/10/20 11:45am)

Prepared by:



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HERITAGE OAK PARK
Community Development District

Operating 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 JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES						
Interest - Investments	\$ 8,794	\$ 5,000	\$ 764	\$ 1,183	\$ 1,947	\$ 5,000
Interlocal Agreement	3,000	3,000	750	2,250	3,000	3,000
Room Rentals	857	500	2,544	500	3,044	500
Recreational Activity Fees	47,790	50,500	23,087	33,664	56,751	53,200
Special Assmnts- Tax Collector	778,627	802,073	704,947	97,124	802,071	971,298
Special Assmnts- Discounts	(28,298)	(32,083)	(27,601)	(1,235)	(28,836)	(38,852)
Other Miscellaneous Revenues	5,333	300	200	100	300	300
Gate Bar Code/Remotes	1,376	1,000	56	944	1,000	1,000
Access Cards	560	600	117	483	600	600
TOTAL REVENUES	818,039	830,890	704,864	135,013	839,877	996,046
EXPENDITURES						
<i>Administrative</i>						
P/R-Board of Supervisors	11,600	12,000	3,400	8,000	11,400	12,000
FICA Taxes	887	918	260	612	872	918
ProfServ-Engineering	1,928	3,000	7,410	1,500	8,910	10,000
ProfServ-Legal Services	8,396	4,000	3,734	2,664	6,398	6,000
ProfServ-Mgmt Consulting Serv	60,923	63,637	21,212	42,425	63,637	65,547
ProfServ-Special Assessment	10,474	10,788	10,788	-	10,788	11,112
Auditing Services	6,200	5,750	500	5,250	5,750	5,750
Communication/Freight - Gen'l	1,458	900	295	600	895	1,500
Insurance - General Liability	8,363	9,199	9,851	-	9,851	10,836
R&M-ADA Compliance	-	3,065	3,065	-	3,065	1,000
Legal Advertising	2,332	1,100	292	808	1,100	1,100
Miscellaneous Services	5,088	1,200	95	800	895	3,000
Misc-Bank Charges	2,043	2,400	527	1,600	2,127	2,400
Misc-Assessmnt Collection Cost	5,700	16,041	13,547	1,942	15,489	19,426
Office Supplies	-	360	-	240	240	360
Annual District Filing Fee	175	175	175	-	175	175
Total Administrative	125,567	134,533	75,151	66,441	141,592	151,124
<i>Other Public Safety</i>						
R&M-Gate	7,134	2,500	1,512	1,664	3,176	2,700
R&M-Gatehouse	649	1,200	-	1,200	1,200	1,000
R&M-Security Cameras	3,257	2,000	869	1,320	2,189	3,600
Total Other Public Safety	11,040	5,700	2,381	4,184	6,565	7,300

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 JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Field						
Contracts-Mgmt Services	114,061	117,483	39,161	78,322	117,483	121,008
Contracts-Lake and Wetland	6,120	6,120	2,040	4,080	6,120	6,120
Contracts-Landscape	83,996	86,515	28,838	57,677	86,515	89,111
Utility - General	37,802	38,400	14,169	28,800	42,969	43,320
Utility - Water & Sewer	8,379	9,000	3,950	5,200	9,150	9,400
Insurance - General Liability	29,100	30,000	33,606	-	33,606	43,647
R&M-Drainage	16,842	10,000	5,000	5,000	10,000	15,000
R&M-Entry Feature / Wall	10,066	5,000	-	5,000	5,000	7,500
R&M-Lake	6,100	22,100	20,000	2,000	22,000	22,100
R&M-Plant Replacement	324	3,500	5,565	-	5,565	7,000
R&M-Trees and Trimming	5,254	6,000	210	5,790	6,000	6,000
Misc-Special Projects	16,548	10,930	6,730	4,200	10,930	10,930
Natural Disaster Expense	6,726	5,000	-	5,000	5,000	5,000
Misc-Contingency	2,999	5,000	451	4,549	5,000	5,000
Capital Outlay - Irrigation	-	-	-	-	-	45,000
Capital Outlay	-	5,000	3,075	1,925	5,000	5,000
Total Field	344,317	360,048	162,795	207,543	370,338	441,136
Road and Street Facilities						
R&M-Parking Lots	520	500	-	500	500	1,000
R&M-Roads & Alleyways	10,255	4,000	-	4,000	4,000	4,000
R&M-Sidewalks	-	4,000	380	3,620	4,000	10,000
R&M-Streetlights	3,329	5,000	222	4,778	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	10,548	5,369	12,335	38,150	50,485	5,369
Total Road and Street Facilities	24,652	36,869	12,937	69,048	81,985	48,369

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 JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<i>Parks and Recreation - General</i>						
Contracts-Mgmt Services	74,911	72,807	24,269	48,538	72,807	74,991
Contracts-Janitorial Services	18,960	18,960	6,320	12,640	18,960	18,960
Contracts-Pools	10,800	10,800	3,600	7,200	10,800	10,800
Contracts-Pest Control	1,298	1,100	1,048	-	1,048	1,100
Communication - Telephone	7,903	8,100	2,731	5,440	8,171	8,256
R&M-Clubhouse	100,335	58,935	27,324	73,175	100,499	57,500
R&M-Parks	31,892	12,000	5,747	8,000	13,747	15,000
R&M-Pools	2,420	6,000	3,085	4,000	7,085	9,000
R&M - Tennis Courts	-	2,500	752	1,748	2,500	2,500
Miscellaneous Services	3,327	2,400	924	1,600	2,524	2,400
Misc-Holiday Décor	527	750	491	-	491	750
Misc-Cable TV Expenses	1,030	1,028	741	2,417	3,158	3,660
Office Supplies	3,434	2,160	989	1,440	2,429	3,000
OpSupplies - General	5,645	2,700	1,032	1,800	2,832	6,000
Cap Outlay - Equipment	-	8,000	-	8,000	8,000	8,000
Cap Outlay-Clubhouse	10,488	27,500	15,260	12,240	27,500	15,000
Capital Outlay - Drainage	-	-	-	-	-	30,000
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	272,970	243,240	99,313	190,738	290,051	294,917
<i>Special Recreation Facilities</i>						
Miscellaneous Services	5,470	4,500	431	2,999	3,430	4,500
Misc-Event Expense	33,221	21,000	11,083	15,600	26,683	21,000
Misc-Social Committee	24,734	24,000	7,736	17,600	25,336	26,700
Misc-Trips and Tours	-	500	-	500	500	500
Office Supplies	763	500	109	336	445	500
Total Special Recreation Facilities	64,188	50,500	19,359	37,035	56,394	53,200
TOTAL EXPENDITURES	842,734	830,890	371,936	574,989	946,925	996,046
Excess (deficiency) of revenues						
Over (under) expenditures	(24,695)	-	332,928	(439,976)	(107,049)	-
OTHER FINANCING SOURCES (USES)						
Interfund Transfer - In	-	-	-	12,896	12,896	-
TOTAL OTHER SOURCES (USES)	-	-	-	12,896	12,896	-
Net change in fund balance	(24,695)	-	332,928	(427,080)	(94,153)	-
FUND BALANCE, BEGINNING	594,437	569,742	569,742	-	569,742	475,589
FUND BALANCE, ENDING	\$ 569,742	\$ 569,742	\$ 902,670	\$ (427,080)	\$ 475,589	\$ 475,589

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 475,589
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	33,369
Total Funds Available (Estimated) - 9/30/2021	508,958

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits - FPL Utilities	8,175
Prepaid Items	1,150
Subtotal	<u>9,325</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	122,419	(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>499,462</u>	

Total Allocation of Available Funds	508,787
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Total Unassigned (undesignated) Cash	\$ 171
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Notes

- (1) Should represent approximately 3 months of operating expenditures, but is reduced by \$118,250 to keep total Unassigned(undesignated) Cash from being negative - Balance s/b ~\$241,000
- (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.

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.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Administrative (continued)

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.

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.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Administrative (continued)

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.

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.

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.

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.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Field (continued)

R&M – Entry Feature

This is for the upkeep and maintenance of the walls and fences of the District.

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.

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.

Miscellaneous - Contingency

This is for any contingencies that may arise in the Field for the District.

Capital Outlay - Irrigation

This is for the replacement of the pipes and valves of the mainline irrigation system.

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.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Road and Street Facilities (continued)

Capital Outlay – Sidewalk Improvement

This is for the sidewalks along the lake.

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.

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.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Parks and Recreation – General (continued)

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.

Capital Outlay – Drainage

This is for the drainage system of the district that needs to be replaced.

Reserve – Roof

This is for the reserve for the roof of the clubhouse that will need to be replaced.

Reserve – Swimming Pool

This is for the reserve for the swimming pool and pool equipment that will need upgrading.

Special Recreation Facilities

Miscellaneous Services

This includes bank charges and miscellaneous expenditures for the Activities Dept.

Miscellaneous – Event Expense

These are the expenditures from event planning to the decorations for the event.

Miscellaneous – Social Committee

This is for the food and drink expenditures for the events which include the poolside lunch and the coffee social.

Miscellaneous – Trips and Tours

These are the expenditures for the transportation used for the trips and tours.

Office Supplies

These are the expenditures for the office supplies necessary for the Activities Director.

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 JAN-2020	PROJECTED FEB- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES						
Interest - Investments	\$ 41	\$ 24	\$ 5	\$ 16	\$ 21	\$ 24
Special Assmnts- Tax Collector	99,078	133,974	117,750	16,221	133,971	144,613
Special Assmnts- Discounts	(3,602)	(5,359)	(4,610)	(368)	(4,978)	(5,785)
Other Miscellaneous Revenues	5,451	3,500	-	3,500	3,500	3,500
TOTAL REVENUES	100,968	132,139	113,145	19,369	132,514	142,352
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	725	2,679	2,263	324	2,587	2,892
Total Administrative	725	2,679	2,263	324	2,587	2,892
<i>Field</i>						
Contracts-Irrigation	49,140	49,500	15,300	30,600	45,900	45,900
R&M-Irrigation	104,526	72,800	59,208	48,536	107,744	86,400
R&M-Pumps	2,500	2,160	4,927	1,620	6,547	2,160
Capital Outlay	-	5,000	6,970	-	6,970	5,000
Total Field	156,166	129,460	86,405	80,756	167,161	139,460
TOTAL EXPENDITURES	156,891	132,139	88,668	81,080	169,748	142,352
Excess (deficiency) of revenues						
Over (under) expenditures	(55,923)	-	24,477	(61,712)	(37,235)	-
Net change in fund balance	(55,923)	-	24,477	(61,712)	(37,235)	-
FUND BALANCE, BEGINNING	(107,029)	(162,952)	(162,952)	-	(162,952)	(200,187)
FUND BALANCE, ENDING	\$ (162,952)	\$ (162,952)	\$ (138,475)	\$ (61,712)	\$ (200,187)	\$ (200,187)

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.

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

This is for the revenue collected for irrigation reimbursement.

EXPENDITURES

Administrative

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.

Field

Contracts - Irrigation

This includes monthly monitoring of the irrigation systems throughout the District.

R&M - Irrigation

This includes any repairs and maintenance to the irrigation system.

R&M - Pumps

This is for quarterly pump maintenance contract.

Capital Outlay

This is for the new 30HP 230 volt 3 phase submersible pump.

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedule
Fiscal Year 2021

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

Product	General Fund			Irrigation Fund			Debt Service 2008			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	\$1,401.58	\$1,157.39	21.1%	\$208.68	\$193.32	7.9%	\$0.00	\$297.90	n/a	\$1,610.26	\$1,648.61	-2.3%	39
MF	\$1,401.58	\$1,157.39	21.1%	\$208.68	\$193.32	7.9%	\$0.00	\$259.63	n/a	\$1,610.26	\$1,610.34	0.0%	654
													693

REGULAR MEETING

Fourth Order of Business

4A.

MINUTES OF MEETING HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT

The workshop of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, January 16, 2020 at 9:00 a.m. immediately followed by the regular meeting at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

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

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Robert Dvorak	District Engineer
Residents	

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

WORKSHOP AGENDA

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

Capital Improvement

- Discussion ensued on Capital Improvements.
- Develop optional analysis for the February workshop concerning capital improvements.
- Develop amortization schedule for potential borrowing of funds to provide monies to address capital expenses, three- and five-year amortization schedule; include the cost of issuance estimates for such a borrowing.
- Next workshop will be held on February 20, 2020 on discussion of O&M Budget.

THIRD ORDER OF BUSINESS

Adjournment

- There being no further business, the workshop adjourned.

REGULAR MEETING

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- Audience members made comments.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the December 12, 2019 Meeting**
- B. **Financial Statements and Check Register**

On MOTION by Mr. Falduto seconded by Mr. Carey with all in favor the consent agenda was approved.

FIFTH ORDER OF BUSINESS

New Business

A. Open Board Seat

- Ms. Egan noted two resumes were submitted.
- One resume was submitted by Mr. Stephen Horsman. The other resume was submitted by Ms. Moham. Both have withdrawn their resumes at this time. We currently have no official resumes for this meeting.
- Mr. Falduto asked to make a motion requesting resumes. Resumes should be submitted no later than February 10, 2020 to ensure inclusion in the February 20, 2020 agenda package for review and voting.

Mr. Falduto MOVED to request resumes to fill the open seat; resumes should be submitted for review no later than February 10, 2020 to ensure inclusion in the next agenda package for review and vote at the February 20, 2020 Board meeting.

- Mr. Bell asked how do we advertise this?

- Ms. Egan described how she posts the opening.
- Mr. Falduto suggested posting the opening on the website and ask HOPCA to write a paragraph in their newsletter regarding this opening.

On VOICE vote with all in favor the prior motion passed.

B. Transfer of Monies to Unallocated Funds

On MOTION by Mr. Bell seconded by Mr. Falduto with all in favor allocating monies from the Access Cards to the Unallocated Funds of the General Fund was approved.

SIXTH ORDER OF BUSINESS

Old Business

A. Lodge Furniture

- Ms. Egan noted the lodge furniture has been ordered. We are waiting for a date of when the furniture will arrive.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- There being no report, the next item followed.

B Engineer

- Mr. Dvorak distributed a set of plans for the pool improvements and preliminary construction plans. It includes the removal of unsuitable soil.
- He found at the Health Department the schematics for the pool. The Health Department had the permit file.
- Mr. Dvorak noted on one of his trips, he noticed that there was some standing water, the pavers were discolored.
- Mr. Falduto noted we found out when the developer installed the pool, he did not fill around the pool properly with the proper type of fill, which is causing the tiles to break. If we do not address the issue, the problem will get worse and we will end up having to replace the pool.
- Mr. Falduto noted what we are doing is we are going to dig around the entire perimeter of the pool down as far as the fill goes; take out the old substandard fill and put in the proper fill so that we can keep this pool and not spend a few grand to replace it.
- Mr. Bitgood asked Mr. Dvorak to develop an RFP package for the pool repair project.

- Mr. Dvorak noted at the last meeting we spoke about having bids here for the Board to review at the March meeting. The anticipated construction start date was April 20th. Construction duration he anticipated would be three weeks.
- Mr. Falduto noted that requires us to have an additional meeting between now and February 20th in order to get the bid out.
- Mr. Dvorak noted he can have the bid package finalized in a few weeks. He felt a contractor who would bid on this, would want to come here and make a visit and look at things for themselves. He felt a fair amount of time would be three to four weeks.
- Mr. Falduto suggested February 6, 2020 as a good date for review of the RFP for pool repairs.
- Mr. Koncar noted he would put in the RFP a mandatory pre-bid conference because you want to have everyone here at the same time so everyone sees and hears everything at the same time, which would eliminate a lot of confusion.

Mr. Falduto MOVED to continue the current meeting to February 6, 2020 at 10:00 a.m. to review the RFP bid package for pool repairs and Mr. Bell seconded the motion.

- Mr. Falduto requested the District Engineer try and have the RFP bid package ready for Board review on February 3, 2020.

On VOICE vote with all in favor the prior motion passed.

C. Manager

- Mr. Koncar noted we will be doing follow up for your Workshop next month at the February 20th meeting at 9:00 a.m. We will prepare the information the Board requested in the Workshop.

EIGHTH ORDER OF BUSINESS

On-Site Administration Report – Project Updates

- Ms. Egan noted the lights will be installed tomorrow. The Lodge will be closed. We sent out an email blast to everyone and there is a sign on the doors. They will come at 7:15 a.m. and will be here all day.
- She noted we are arguing with FPL. We scheduled for them to come out. They came and they said the meter was not okay. They took the meter and we cannot touch it. Their install technician screwed up the meter. She is following up with the County and FPL on this issue.

- She discussed the roads noting the concrete work is being done now. It is being finished now. The asphalt work is being done from February 12th through February 14th.
- Sod will be going in next week.
- The Board discussed the surplus furniture in the Lodge. The surplus furniture can be advertised for bid or can be donated to a non-profit.
- On the balance sheet, it shows up as a write off. You can assign value to it.
- Mr. Bitgood noted there was a main line leak on the green belt where the concrete sidewalk is. We had to tear up some concrete to fix a valve on that pathway. It has all been taken care of.
- Mr. Bell spoke about the speed bumps.

NINTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Carey commented on draining the pool completely.
- Mr. Falduto noted he would like to explore the possibility of doing visual recordings of the Board meetings to put on the website so people can watch them online.
- Mr. Bell suggested contacting the County and piggyback off their system.

TENTH ORDER OF BUSINESS

Audience Comments

- An audience comment was received.

ELEVENTH ORDER OF BUSINESS

Continuation

- There being no further business, the meeting continued to February 6, 2020 at 10:00 a.m.

Secretary

Brian Bitgood
Chairman

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

The regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District held on January 16, 2020 at 9:00 a.m. was reconvened on Thursday, February 6, 2020 at 9:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

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

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Robert Dvorak	District Engineer
Residents	

The following is a summary of the minutes and actions taken at the February 6, 2020 meeting of the Heritage Oak Park CDD Board of Supervisors.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- None.

FOURTH ORDER OF BUSINESS**Pool Proposals**

- The following was discussed regarding the construction plans, request for proposals and time-lines relating to the pool repairs.
 - The deadline for responses to the proposals is Monday, March 9, 2020 at 4 p.m.
 - The mandatory pre-bid meeting will be held on Monday, February 24 at 2 p.m.
 - A pre-construction meeting will need to be held with the contractor who is selected.
 - Mr. Falduto suggested changes relating to excavation, as noted on the sheet circulated by Ms. Egan.
 - Inframark will post a notice requesting potential contractors contact the District Engineer to obtain plans and specifications and also include the notice of the mandatory pre-bid meeting.
 - The Board recommended the following be included in the terms of the contract:
 - Contractor shall have an onsite supervisor and / or construction inspector available for the duration of the project.
 - Require proper disposal of the spoil and rejected materials from the construction site.
 - The CDD is not liable for the improper disposal of materials that are excavated and taken off-site.
 - Require as-built drawings as part of the proposal.
 - Under the specifications where it says, Insurance Companies policy forms may be subject to approval from the CDD Manager. Change CDD Manager to *CDD District Manager and District Attorney*.
 - Installation of a lift pad for ADA compliance is also part of the plan and would need to be included in the drawings and proposals.
 - Mr. Dvorak discussed the replacement of the handrails in the corner and suggested the Board select the handrails and have them installed while the pool is drained, as the handrail replacement was not part of the project.
 - Discussion ensued regarding the installation of the lift pad.

On MOTION by Mr. Bell seconded by Mr. Falduto with all in favor the specifications as presented by the District Engineer and advertising the bid specifications and the Pre-Bid meeting to be held on February 24, 2020 at 2 p.m. with the bids due on March 9 at 4 p.m. was approved.

- Mr. Koncar noted the Workshop will be held on Thursday, February 20, 2020 at 9 a.m. before the next regular meeting. At the Workshop, Mr. Baldwin will be present to review and discuss capital and the O&M portion of the budget.

FIFTH ORDER OF BUSINESS

Audience Comments

- Audience comments were received.

SIXTH ORDER OF BUSINESS

Adjourned

- There being no further business, the meeting was adjourned.

On MOTION by Mr. Bitgood seconded by Mr. Carey with all in favor the meeting was adjourned at approximately 10:39 a.m.

Secretary

Brian Bitgood
Chairman

4B.

HERITAGE OAK PARK
Community Development District

Financial Report

January 31, 2020

Prepared by



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HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

January 31, 2020

Balance Sheet
January 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	IRRIGATION FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 931,894	\$ -	\$ -	\$ 931,894
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable	1,500	-	-	1,500
Accounts Receivable - Other	4,975	-	-	4,975
Allowance - Doubtful Accounts	(916)	(102)	(310)	(1,328)
Assessments Receivable	916	102	310	1,328
Due From Other Funds	-	-	191,573	191,573
Investments:				
Money Market Account	51,533	-	-	51,533
Prepaid Items	1,685	-	-	1,685
Deposits	8,175	-	-	8,175
TOTAL ASSETS	\$ 999,962	\$ -	\$ 191,573	\$ 1,191,535
LIABILITIES				
Accounts Payable	\$ 22,352	\$ 5,708	\$ -	\$ 28,060
Accrued Expenses	7,720	-	-	7,720
Sales Tax Payable	9	-	-	9
Deposits	6,905	-	-	6,905
Deferred Revenue	1,500	-	-	1,500
Due To Other Funds	58,806	132,767	-	191,573
TOTAL LIABILITIES	97,292	138,475	-	235,767
FUND BALANCES				
Nonspendable:				
Prepaid Items	1,685	-	-	1,685
Deposits	8,175	-	-	8,175
Restricted for:				
Debt Service	-	-	191,573	191,573
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:	408,203	(138,475)	-	269,728
TOTAL FUND BALANCES	\$ 902,670	\$ (138,475)	\$ 191,573	\$ 955,768
TOTAL LIABILITIES & FUND BALANCES	\$ 999,962	\$ -	\$ 191,573	\$ 1,191,535

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 BUDGET	JAN-20 ACTUAL
REVENUES							
Interest - Investments	\$ 5,000	\$ 1,667	\$ 764	\$ (903)	15.28%	\$ 417	\$ 148
Interlocal Agreement	3,000	750	750	-	25.00%	-	-
Room Rentals	500	500	2,544	2,044	508.80%	105	105
Recreational Activity Fees	50,500	16,833	23,087	6,254	45.72%	4,208	14,371
Special Assmnts- Tax Collector	802,073	698,445	704,947	6,502	87.89%	86,505	92,715
Special Assmnts- Discounts	(32,083)	(29,783)	(27,601)	2,182	86.03%	(9,183)	(3,585)
Other Miscellaneous Revenues	300	200	200	-	66.67%	200	200
Gate Bar Code/Remotes	1,000	56	56	-	5.60%	56	56
Access Cards	600	117	117	-	19.50%	82	82
TOTAL REVENUES	830,890	688,785	704,864	16,079	84.83%	82,390	104,092
EXPENDITURES							
<u>Administration</u>							
P/R-Board of Supervisors	12,000	4,000	3,400	600	28.33%	1,000	800
FICA Taxes	918	306	260	46	28.32%	77	61
ProfServ-Engineering	3,000	3,000	7,410	(4,410)	247.00%	250	-
ProfServ-Legal Services	4,000	3,734	3,734	-	93.35%	333	1,310
ProfServ-Mgmt Consulting Serv	63,637	21,212	21,212	-	33.33%	5,303	5,303
ProfServ-Special Assessment	10,788	10,788	10,788	-	100.00%	-	-
Auditing Services	5,750	500	500	-	8.70%	-	-
Communication/Freight - Gen'l	900	300	295	5	32.78%	75	85
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	292	292	-	26.55%	-	-
Miscellaneous Services	1,200	400	95	305	7.92%	100	11
Misc-Bank Charges	2,400	800	527	273	21.96%	200	131
Misc-Assessmnt Collection Cost	16,041	13,969	13,547	422	84.45%	1,730	1,783
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	134,533	71,740	75,151	(3,411)	55.86%	9,068	9,484
<u>Other Public Safety</u>							
R&M-Gate	2,500	1,512	1,512	-	60.48%	-	-
R&M-Gatehouse	1,200	-	-	-	0.00%	-	-
R&M-Security Cameras	2,000	869	869	-	43.45%	350	350
Total Other Public Safety	5,700	2,381	2,381	-	41.77%	350	350
<u>Field</u>							
Contracts-Mgmt Services	117,483	39,161	39,161	-	33.33%	9,790	9,790
Contracts-Lake and Wetland	6,120	2,040	2,040	-	33.33%	510	510
Contracts-Landscape	86,515	28,838	28,838	-	33.33%	7,210	7,210
Utility - General	38,400	12,800	14,169	(1,369)	36.90%	3,200	3,697
Utility - Water & Sewer	9,000	3,000	3,950	(950)	43.89%	750	2,150
Insurance - General Liability	30,000	30,000	33,606	(3,606)	112.02%	-	-
R&M-Drainage	10,000	5,000	5,000	-	50.00%	-	-
R&M-Entry Feature	5,000	-	-	-	0.00%	-	-
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%	3,500	5,565
R&M-Trees and Trimming	6,000	210	210	-	3.50%	210	210
Misc-Special Projects	10,930	6,730	6,730	-	61.57%	2,500	2,500
Misc-Hurricane Expense	5,000	-	-	-	0.00%	-	-
Misc-Contingency	5,000	451	451	-	9.02%	161	161
Capital Outlay	5,000	3,075	3,075	-	61.50%	-	-
Total Field	360,048	154,805	162,795	(7,990)	45.21%	27,831	31,793

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 BUDGET	JAN-20 ACTUAL
<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%	380	380
R&M-Streetlights	5,000	222	222	-	4.44%	-	-
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	12,335	(6,966)	229.74%	5,369	12,335
Total Road and Street Facilities	36,869	5,971	12,937	(6,966)	35.09%	5,749	12,715
<u>Parks and Recreation - General</u>							
Contracts-Mgmt Services	72,807	24,269	24,269	-	33.33%	6,067	6,067
Contracts-Janitorial Services	18,960	6,320	6,320	-	33.33%	1,580	1,580
Contracts-Pools	10,800	3,600	3,600	-	33.33%	900	900
Contracts-Pest Control	1,100	1,100	1,048	52	95.27%	-	-
Communication - Telephone	8,100	2,700	2,731	(31)	33.72%	675	702
R&M-Clubhouse	58,935	19,645	27,324	(7,679)	46.36%	4,911	6,454
R&M-Parks	12,000	4,000	5,747	(1,747)	47.89%	1,000	44
R&M-Pools	6,000	2,000	3,085	(1,085)	51.42%	500	1,248
R&M-Tennis Courts	2,500	752	752	-	30.08%	752	752
Miscellaneous Services	2,400	800	924	(124)	38.50%	200	469
Misc-Holiday Decor	750	750	491	259	65.47%	30	30
Misc-Cable TV Expenses	1,028	343	741	(398)	72.08%	86	490
Office Supplies	2,160	720	989	(269)	45.79%	180	433
Op Supplies - General	2,700	900	1,032	(132)	38.22%	225	652
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	27,500	15,260	15,260	-	55.49%	-	-
Reserve - Roof	5,000	5,000	5,000	-	100.00%	-	-
Reserve - Swimming Pools	2,500	-	-	-	0.00%	-	-
Total Parks and Recreation - General	243,240	88,159	99,313	(11,154)	40.83%	17,106	19,821
<u>Special Recreation Facilities</u>							
Miscellaneous Services	4,500	1,500	431	1,069	9.58%	375	7
Misc-Event Expense	21,000	7,000	11,083	(4,083)	52.78%	1,750	7,756
Misc-Social Committee	24,000	8,000	7,736	264	32.23%	2,000	2,815
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	167	109	58	21.80%	42	40
Total Special Recreation Facilities	50,500	16,667	19,359	(2,692)	38.33%	4,167	10,618
TOTAL EXPENDITURES	830,890	339,723	371,936	(32,213)	44.76%	64,271	84,781
Excess (deficiency) of revenues Over (under) expenditures	-	349,062	332,928	(16,134)	0.00%	18,119	19,311
Net change in fund balance	\$ -	\$ 349,062	\$ 332,928	\$ (16,134)	0.00%	\$ 18,119	\$ 19,311
FUND BALANCE, BEGINNING (OCT 1, 2019)	569,742	569,742	569,742				
FUND BALANCE, ENDING	\$ 569,742	\$ 918,804	\$ 902,670				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 BUDGET	JAN-20 ACTUAL
REVENUES							
Interest - Investments	\$ 24	\$ 8	\$ 5	\$ (3)	20.83%	\$ 2	\$ 1
Special Assmnts- Tax Collector	133,974	109,468	117,750	8,282	87.89%	15,418	15,486
Special Assmnts- Discounts	(5,359)	(4,379)	(4,610)	(231)	86.02%	(617)	(599)
Other Miscellaneous Revenues	3,500	-	-	-	0.00%	-	-
TOTAL REVENUES	132,139	105,097	113,145	8,048	85.63%	14,803	14,888
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	2,679	2,189	2,263	(74)	84.47%	308	298
Total Administration	2,679	2,189	2,263	(74)	84.47%	308	298
Field							
Contracts-Irrigation	49,500	16,500	15,300	1,200	30.91%	4,125	3,825
R&M-Irrigation	72,800	24,267	59,208	(34,941)	81.33%	6,067	27,292
R&M-Pumps	2,160	1,080	4,927	(3,847)	228.10%	540	827
Capital Outlay	5,000	5,000	6,970	(1,970)	139.40%	5,000	6,143
Total Field	129,460	46,847	86,405	(39,558)	66.74%	15,732	38,087
TOTAL EXPENDITURES	132,139	49,036	88,668	(39,632)	67.10%	16,040	38,385
Excess (deficiency) of revenues							
Over (under) expenditures	-	56,061	24,477	(31,584)	0.00%	(1,237)	(23,497)
Net change in fund balance	\$ -	\$ 56,061	\$ 24,477	\$ (31,584)	0.00%	\$ (1,237)	\$ (23,497)
FUND BALANCE, BEGINNING (OCT 1, 2019)	(162,952)	(162,952)	(162,952)				
FUND BALANCE, ENDING	\$ (162,952)	\$ (106,891)	\$ (138,475)				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-20 BUDGET	JAN-20 ACTUAL
REVENUES							
Special Assmnts- Tax Collector	\$ 180,000	\$ 151,050	\$ 158,104	\$ 7,054	87.84%	\$ 51,050	\$ 20,807
Special Assmnts- Discounts	(7,200)	(6,042)	(6,268)	(226)	87.06%	(2,042)	(878)
TOTAL REVENUES	172,800	145,008	151,836	6,828	87.87%	49,008	19,929
EXPENDITURES							
Administration							
Misc-Assessmnt Collection Cost	3,600	3,021	3,037	(16)	84.36%	1,021	399
Total Administration	3,600	3,021	3,037	(16)	84.36%	1,021	399
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	8,441	8,457	(16)	4.03%	1,021	399
Excess (deficiency) of revenues Over (under) expenditures	(37,216)	136,567	143,379	6,812	-385.26%	47,987	19,530
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)	\$ 136,567	\$ 143,379	\$ 6,812	-385.26%	\$ 47,987	\$ 19,530
FUND BALANCE, BEGINNING (OCT 1, 2019)	48,194	48,193	48,194				
FUND BALANCE, ENDING	\$ 10,978	\$ 184,760	\$ 191,573				

**Notes to the Financial Statements
January 2020**

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 84.8% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 44.8% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable		1,500	Sale of Garage for \$12,000 less 28 payments by HOPCA of \$375/qtr.
Accounts Receivable-Other		4,975	Accrued Interlocal agreement-3rd & 4th Qtr 2019 plus 1st Qtr 2020, HOA purchases to be reimbursed (\$2,725).
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		191,573	Assessments collected in General Fund - Due from General Fund to Debt Service fund (\$191,573) plus Due from Irrigation Fund to General Fund \$132,767
Prepaid Items		1,685	Deposit for Murder Myster Dinner in March
Deposits		8,175	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		28,060	Invoices for current month but not paid in current month.
Accrued Expenses		7,720	Lake maintenance, lawn maintenance.
Deposits		6,905	Balance of Fitness Room key deposits to be reimbursed.
Deferred Revenue		1,500	Balance due on Garage.
Due to Other Funds		191,573	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				
Interest Income	5,000	764	15.28%	Interest Income on Operating Accounts and Money Market Acct.
Interlocal Agreement	3,000	750	25.00%	Accrued 1st Qtr
Room Rentals	500	2,544	508.80%	Rental of Sports Bar and Lounge less Sales Tax paid.
Recreational Activity Fee	50,500	23,087	45.72%	Revenues from Activities in the District.
Special Assessments-Tax Collector	802,073	704,947	87.89%	Collections were at 88.34% at this time last year.
Access Cards	600	117	19.50%	Access cards less sales tax paid.
Expenditures				
<u>Administrative</u>				
ProfServ-Engineering	3,000	7,410	247.00%	General engineering services for pool deck and clubhouse accoustics project.
ProfServ-Legal Services	4,000	3,734	93.35%	Legal services for rule making, roofing project, landscape contracts.
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	1,512	60.48%	Garage door/gate loop detectors, gate arm brackets, gate remotes
R&M-Security Camera	2,000	869	43.45%	Replaced batteries, qtrly monitoring, tech service

**Notes to the Financial Statements
January 2020**

Variance Analysis (continued)

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures (continued)				
<u>Field</u>				
Utility - General	38,400	14,169	36.90%	FPL monthly electric charges.
Utility Services - Water & Sewer	9,000	3,950	43.89%	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	5,000	50.00%	Rip rap for erosion control Areas 4 and 6 part 2
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	6,730	61.57%	Rip rap for erosion control Area 6 part 2
Capital Outlay	5,000	3,075	61.50%	Rip rap for erosion control Area 6 part 1
<u>Parks & Recreation</u>				
Contracts-Pest Control	1,100	1,048	95.27%	Pest control and subterranean paid for year
R&M-Clubhouse	58,935	27,324	46.36%	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
R&M-Parks	12,000	5,747	47.89%	Fitness center rules sign, light fixture repairs, inspected and repaired roof, straighten tennis court lights, pickleball nets, sand for pool deck pavers
R&M-Pools	6,000	3,085	51.42%	Pool perfect, investigate swimming pool deck, inspect heaters, repair chemical feeder
Misc-Holiday Decor	750	491	65.47%	Holiday lights and decorations
Misc-Cable TV Expenses	1,028	741	72.08%	Changed services to higher speed internet in January
Office Supplies	2,160	989	45.79%	Copier lease, office supplies
Op Supplies-General	2,700	1,032	38.22%	Supplies for cleaning and other general use items
Cap Outlay - Clubhouse	27,500	15,260	55.49%	Clubhouse furniture and cornice boards
Reserve - Roof	5,000	5,000	100.00%	Inspected and repaired roofs
Irrigation Fund 002				
Revenues				
Special Assessments-Tax Collector	133,974	117,750	87.89%	Collections were at 88.34% at this time last year.
Expenditures				
<u>Field</u>				
R&M-Irrigation	72,800	59,208	81.33%	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	4,927	228.10%	Monthly pump maintenance and pull pump to re-wire
Debt Service Fund 202				
Revenues				
Special Assessments-Tax Collector	180,000	158,104	87.84%	Collections were at 88.34% 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

January 31, 2020

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

					ALLOCATION		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund Assessments	Irrigation Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,116,042	\$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
TOTAL	\$ 923,476	\$ 38,478	\$ 18,846	\$ 980,801	\$ 704,947	\$ 117,750	\$ 158,104
% COLLECTED				87.88%	87.89%	87.89%	87.84%
TOTAL OUTSTANDING				\$ 135,241	\$ 97,124	\$ 16,221	\$ 21,896

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 January 31, 2020				803,950
Investment - Money Market Account				51,485
Irrigation Fund owes General Fund				132,767
General Fund owes Debt Service fund				(191,573)
Adjusted Balance				<u>796,629</u>
February	36,571	79,011	(42,440)	754,189
March	18,828	80,083	(61,254)	692,934
April	50,687	63,234	(12,547)	680,387
May	17,984	60,530	(42,546)	637,841
June	5,108	61,066	(55,958)	581,883
July	10,212	60,915	(50,703)	531,180
August	4,358	60,257	(55,900)	475,281
September	10,635	191,206	(180,572)	294,709

HERITAGE OAK PARK

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

Trend Report

For the Period Ending January 31, 2020

Account Description	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL	
	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Projected FY 2020	Actual Budget
Revenues														
Interest - Investments	\$ 305	\$ 162	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 1,947	\$ 5,000
Interlocal Agreement	-	-	750	-	-	750	-	-	750	-	-	750	3,000	3,000
Room Rentals	-	2,439	-	105	-	-	-	-	-	-	-	500	3,044	500
Recreational Activity Fees	2,617	6,099	-	14,371	4,208	4,208	4,208	4,208	4,208	4,208	4,208	4,208	56,751	50,500
Special Assmnts- Tax Collector	-	178,564	433,669	92,715	22,000	13,000	44,499	12,626	-	4,998	-	-	802,071	802,073
Special Assmnts- Discounts	-	(7,007)	(17,009)	(3,585)	(660)	(130)	(445)	-	-	-	-	-	(28,836)	(32,083)
Other Miscellaneous Revenues	-	-	-	200	-	-	-	-	-	-	-	100	300	300
Gate Bar Code/Remotes	-	-	-	56	-	-	-	-	-	-	-	944	1,000	1,000
Access Cards	35	-	-	82	-	-	-	-	-	-	-	483	600	600
Total Revenues	2,957	180,257	417,558	104,092	25,696	17,976	48,410	16,982	5,106	9,354	4,356	7,133	839,877	830,890
Expenditures														
Administrative														
P/R-Board of Supervisors	800	1,000	800	800	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	11,400	12,000
FICA Taxes	61	77	61	61	77	77	77	77	77	77	77	77	872	918
ProfServ-Engineering	-	3,610	3,800	-	-	-	-	-	-	-	-	1,500	8,910	3,000
ProfServ-Legal Services	-	1,638	786	1,310	333	333	333	333	333	333	333	333	6,398	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	-	-	-	3,750	1,500	-	-	-	-	-	5,750	5,750
Communication/Freight - Gen'l	5	98	108	85	75	75	75	75	75	75	75	75	895	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	-	-	-	-	-	808	-	-	-	1,100	1,100
Miscellaneous Services	35	15	33	11	100	100	100	100	100	100	100	100	894	1,200
Misc-Bank Charges	132	133	131	131	200	200	200	200	200	200	200	200	2,127	2,400
Misc-Assessmnt Collection Cost	-	3,431	8,333	1,783	440	260	890	253	-	100	-	-	15,489	16,041
Office Supplies	-	-	-	-	30	30	30	30	30	30	30	30	240	360
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175
Total Administrative	15,136	15,805	34,726	9,484	7,558	11,128	9,508	7,370	7,926	7,218	7,117	8,617	141,592	134,533
Other Public Safety														
R&M-Gate	-	373	1,139	-	208	208	208	208	208	208	208	208	3,176	2,500
R&M-Gatehouse	-	-	-	-	-	-	-	-	-	-	-	1,200	1,200	1,200
R&M-Security Cameras	-	519	-	350	165	165	165	165	165	165	165	165	2,189	2,000
Total Other Public Safety	-	892	1,139	350	373	373	373	373	373	373	373	1,573	6,565	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 January 31, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
<u>Field</u>														
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	117,483	117,483
Contracts-Lake and Wetland	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	86,515	86,515
Utility - General	3,505	3,361	3,606	3,697	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	42,969	38,400
Utility - Water & Sewer	580	600	620	2,150	650	650	650	650	650	650	650	650	9,150	9,000
Insurance - General Liability	28,733	-	4,873	-	-	-	-	-	-	-	-	-	33,606	30,000
R&M-Drainage	5,000	-	-	-	-	-	-	-	-	-	-	5,000	10,000	10,000
R&M-Entry Feature	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
R&M-Lake	20,000	-	-	-	-	-	-	-	-	-	-	2,000	22,000	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	-	-	-	-	-	-	-	4,200	10,930	10,930
Misc-Hurricane Expense	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
Misc-Contingency	-	101	190	161	-	-	-	-	-	-	-	4,548	5,000	5,000
Capital Outlay	3,075	-	-	-	-	-	-	-	-	-	-	1,925	5,000	5,000
Total Field	82,633	21,572	26,799	31,793	21,760	21,760	21,760	21,760	21,760	21,760	21,760	55,433	370,338	360,048
<u>Road and Street Facilities</u>														
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	-	-	-	-	-	-	-	-	4,778	5,000	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	-	-	-	-	-	-	-	69,048	81,985	36,869
<u>Parks and Recreation - General</u>														
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	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	18,960	18,960
Contracts-Pools	900	900	900	900	900	900	900	900	900	900	900	900	10,800	10,800
Contracts-Pest Control	798	250	-	-	-	-	-	-	-	-	-	-	1,048	1,100
Communication - Telephone	680	675	674	702	680	680	680	680	680	680	680	680	8,171	8,100
R&M-Clubhouse	7,648	4,302	8,920	6,453	23,000	20,709	4,911	4,911	4,911	4,911	4,911	4,911	100,499	58,935
R&M-Parks	768	4,150	785	44	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	13,747	12,000
R&M-Pools	-	-	1,837	1,248	500	500	500	500	500	500	500	500	7,085	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 January 31, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Actual Budget
Miscellaneous Services	135	285	35	469	200	200	200	200	200	200	200	200	2,524	2,400
Misc-Holiday Decor	-	40	421	30	-	-	-	-	-	-	-	-	491	750
Misc-Cable TV Expenses	84	84	84	490	305	305	305	305	305	305	305	305	3,182	1,028
Office Supplies	105	429	22	433	180	180	180	180	180	180	180	180	2,429	2,160
Op Supplies - General	-	354	26	652	225	225	225	225	225	225	225	225	2,832	2,700
Cap Outlay - Equipment	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	-	-	15,260	-	-	-	-	-	-	-	-	12,240	27,500	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	34,637	32,346	16,549	16,549	16,548	16,548	16,548	41,036	290,075	243,240
<u>Special Recreation Facilities</u>														
Miscellaneous Services	101	183	140	7	375	375	375	375	375	375	375	375	3,430	4,500
Misc-Event Expense	908	809	1,609	7,756	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	26,683	21,000
Misc-Social Committee	18	2,202	2,701	2,815	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	25,336	24,000
Misc-Trips and Tours	-	-	-	-	-	-	-	-	-	-	-	500	500	500
Office Supplies	-	42	27	40	42	42	42	42	42	42	42	42	445	500
Total Special Recreation Facilities	1,027	3,236	4,477	10,618	4,567	4,567	4,567	4,567	4,567	4,567	4,567	5,067	56,394	50,500
Total Expenditures	117,747	65,621	103,788	84,781	68,895	70,174	52,756	50,618	51,174	50,466	50,365	180,774	946,949	830,890
Excess (deficiency) of revenues														
Over (under) expenditures	(114,790)	114,636	313,770	19,311	(43,199)	(52,198)	(4,346)	(33,636)	(46,068)	(41,112)	(46,009)	(173,641)	(107,072)	-
Net change in fund balance	<u><u>\$(114,790)</u></u>	<u><u>\$ 114,636</u></u>	<u><u>\$ 313,770</u></u>	<u><u>\$ 19,311</u></u>	<u><u>\$ (43,199)</u></u>	<u><u>\$ (52,198)</u></u>	<u><u>\$ (4,346)</u></u>	<u><u>\$ (33,636)</u></u>	<u><u>\$ (46,068)</u></u>	<u><u>\$ (41,112)</u></u>	<u><u>\$ (46,009)</u></u>	<u><u>\$(173,641)</u></u>	<u><u>\$(107,072)</u></u>	<u><u>\$ -</u></u>

HERITAGE OAK PARK

Community Development District

Irrigation Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
For the Period Ending January 31, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	TOTAL	
													Projected FY 2020	Adopted Budget
Revenues														
Interest - Investments	\$ 2	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 21	\$ 24
Special Assmnts- Tax Collector	-	29,826	72,437	15,486	11,209	859	2,298	1,000	-	856	-	-	133,971	133,974
Special Assmnts- Discounts	-	(1,170)	(2,841)	(599)	(336)	(9)	(23)	-	-	-	-	-	(4,978)	(5,359)
Other Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-	-	3,500	3,500	3,500
Total Revenues	2	28,657	69,597	14,888	10,875	852	2,277	1,002	2	858	2	3,502	132,514	132,139
Expenditures														
Administrative														
Misc-Assessmnt Collection Cost	-	573	1,392	298	224	17	46	20	-	17	-	-	2,587	2,679
Total Administrative	-	573	1,392	298	224	17	46	20	-	17	-	-	2,587	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	45,900	49,500
R&M-Irrigation	3,000	13,539	15,377	27,292	6,067	6,067	6,067	6,067	6,067	6,067	6,067	6,067	107,744	72,800
R&M-Pumps	-	3,850	250	827	-	-	540	-	-	540	-	540	6,547	2,160
Capital Outlay	-	827	-	6,143	-	-	-	-	-	-	-	-	6,970	5,000
Total Field	6,825	22,041	19,452	38,087	9,892	9,892	10,432	9,892	9,892	10,432	9,892	10,432	167,161	129,460
Total Expenditures	6,825	22,614	20,844	38,385	10,116	9,909	10,478	9,912	9,892	10,449	9,892	10,432	169,748	132,139
Excess (deficiency) of revenues Over (under) expenditures	(6,823)	6,043	48,753	(23,497)	759	(9,057)	(8,201)	(8,910)	(9,890)	(9,591)	(9,891)	(6,931)	(37,234)	-
Over (under) expenditures	\$ (6,823)	\$ 6,043	\$ 48,753	\$ (23,497)	\$ 759	\$ (9,057)	\$ (8,201)	\$ (8,910)	\$ (9,890)	\$ (9,591)	\$ (9,891)	\$ (6,931)	\$ (37,234)	\$ -

HERITAGE OAK PARK

Community Development District

Activities Fund Deposits

Deposit													
Date	Amount	Trivia Night	Poolside Lunch	Morning Coffee Social	Monster Mash	Veterans Day	Thanks giving	Christmas Party	New Year's Eve	James Bond 007 Party	Canada Night	Valentine's Day	HOP Series
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
Total	\$23,087	\$0	\$5,463	\$300	\$1,070	\$156	\$655	\$4,200	\$616	\$742	\$1,068	\$3,432	\$5,385
Expenses	-\$18,818	\$0	-\$4,317	-\$293	-\$973	-\$592	-\$769	-\$4,427	-\$236	-\$649	\$0	-\$62	-\$6,500
Profit / (Loss)	\$4,268	\$0	\$1,145	\$7	\$97	-\$436	-\$114	-\$227	\$380	\$93	\$1,068	\$3,370	-\$1,115
Other Expenses	(540)												
Total Profit / (Loss)	\$3,728												

	FY 2017	FY 2018	FY 2019	FY 2020
Reserve Balance-Beginning	9,191	9191	7088	-
Revenue	39,654	43,189	47,790	23,087
Expenses	35,643	46,362	64,189	19,358
Profit(Loss)	4,011	(3,173)	(16,399)	3,728

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
January 31, 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%	\$803,950
Operating Checking Account	Regions Bank	N/A	0.00%	\$51,485
Operating Checking Account - MuniNow	SunTrust	N/A	0.10%	\$76,459
			Subtotal	\$931,894
Petty Cash - Property Manager	N/A	N/A	N/A	\$200
Money Market Account	BankUnited	N/A	1.50%	\$51,533 (1)
			Total	\$983,626

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. 01-20
Statement Date 1/31/2020

G/L Balance (LCY)	803,949.69	Statement Balance	839,935.28
G/L Balance	803,949.69	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	839,935.28
Subtotal	803,949.69	Outstanding Checks	35,985.59
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	803,949.69	Ending Balance	803,949.69
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
1/9/2020	Payment	2199	ERIC THARP	535.30	0.00	535.30
1/17/2020	Payment	2204	PAUL J. FALDUTO , JR	184.70	0.00	184.70
1/30/2020	Payment	2222	ARTISTREE LANDSCAPE	7,209.62	0.00	7,209.62
1/30/2020	Payment	2223	FEDEX	15.03	0.00	15.03
1/30/2020	Payment	2224	HOME DEPOT CREDIT SERVICES	193.96	0.00	193.96
1/30/2020	Payment	2225	INFRAMARK, LLC	21,193.98	0.00	21,193.98
1/30/2020	Payment	2226	MAINSCAPE	2,500.00	0.00	2,500.00
1/30/2020	Payment	2227	SUNTRUST BANK-8114	3,968.30	0.00	3,968.30
Total Outstanding Checks.....				35,985.59		35,985.59

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 8711 Regions Bank Main Checking-DO NOT USE
Statement No. 01-20
Statement Date 1/31/2020

G/L Balance (LCY)	51,484.60	Statement Balance	51,981.80
G/L Balance	51,484.60	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	51,981.80
Subtotal	51,484.60	Outstanding Checks	497.20
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	51,484.60	Ending Balance	51,484.60
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
1/10/2018	Payment	12004	EDWARD A. CAREY	184.70	0.00	184.70
10/18/2018	Payment	12441	JOHN LEMARCA	12.50	0.00	12.50
10/18/2018	Payment	12443	MARGARET LUCIANO	12.50	0.00	12.50
12/10/2018	Payment	12579	EDWARD TARASEVICH	12.50	0.00	12.50
12/10/2018	Payment	12580	GOOD NEWS PEST SOLUTIONS	250.00	0.00	250.00
12/10/2018	Payment	12590	SOPHIE KELLY	12.50	0.00	12.50
2/4/2019	Payment	12680	SALLY HAYNES	12.50	0.00	12.50
Total Outstanding Checks.....				497.20		497.20

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 6400 SUNTRUST BANK N.A.
Statement No. 01-20
Statement Date 1/31/2020

G/L Balance (LCY)	76,459.30	Statement Balance	76,459.30
G/L Balance	76,459.30	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	76,459.30
Subtotal	76,459.30	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	76,459.30	Ending Balance	76,459.30
Difference	0.00		

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

Community Development District

Payment Register by Fund
For the Period from 1/1/2020 to 1/31/2020
(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	2197	01/08/20	FEDEX	6-876-91179	SERVICE FOR 12/12/19	Communication/Freight - Gen'l	541001-51301	\$14.04
001	2198	01/09/20	ARTISTREE LANDSCAPE	145439	12/19 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,209.62
001	2199	01/09/20	ERIC THARP	01072020	ENTERTAINMENT FOR THE "007" PARTY	Voided	549022-57501	\$0.00
001	2200	01/09/20	PERSSON, COHEN & MOONEY, P.A.	23457	LEGAL SERVICE FOR 12/19	ProfServ-Legal Services	531023-51401	\$1,113.50
001	2201	01/14/20	ARTISTREE LANDSCAPE	145661	HEDGE ROW REPLACEMENT	R&M-Plant Replacement	546071-53901	\$5,564.56
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$32.89
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$108.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$28.98
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Thanksgiving	549022-57501	\$26.75
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Coffee Social	549051-57501	\$20.85
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$13.99
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549051-57501	\$429.07
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	coffee social	549051-57501	\$30.08
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Thanksgiving	549051-57501	\$680.00
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Holiday Decorations	549027-57201	\$19.26
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Kitchen Supplies	549001-57501	\$21.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	OP Supplies	552001-57201	\$41.23
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Thanksgiving	549022-57501	\$15.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Coffee Social	549051-57501	\$22.81
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Coffee Social	549051-57501	\$37.81
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Office Supplies	551002-57501	\$5.98
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$15.94
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549051-57501	\$259.82
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549022-57501	\$33.68
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549051-57501	\$23.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Holiday Decorations	549027-57201	\$10.64
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549022-57501	\$31.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Christmas Party	549051-57501	\$79.96
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Coffee Social	549051-57501	\$25.83
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549051-57501	\$224.22
001	2202	01/14/20	REGIONS BANK-9343	121319-3417	PURCHASES 11/14/19-12/13/19	Poolside Lunch	549051-57501	\$29.74
001	2207	01/17/20	BRADLEY A-RAY INC	011520	CONCRETE ROAD EDGING	Christmas Party - return	549022-57501	(\$38.43)
001	2208	01/17/20	CENTURYLINK	121919-8717	12/19/19-01/18/20 #311078717	Reserve - Roads & Streetlights	568136-54101	\$12,335.00
001	2209	01/17/20	COMCAST	122819-5503	01/11-2/10/2020 8535100600755503	311078717	541003-57201	\$674.38
001	2210	01/17/20	COVERALL OF FT. MYERS	1160255493	CLEANING SERVICE 01/1-01/31/20	Misc-Cable TV Expenses	549039-57201	\$87.93
001	2211	01/17/20	GREATAMERICA FINANCIAL SVCS	26124342	COPIER LEASE FOR 12/19	Contracts-Janitorial Services	534026-57201	\$1,580.00
001	2213	01/17/20	MANSCAPE	1240857	RPL SOD AFTER MAINLINE REPAIRS	Office Supplies	551002-57201	\$160.40
001	2213	01/17/20	MANSCAPE	1240448	ARBORJET INSECTICIDE-12 OAK TREES	Misc-Special Projects	549053-53901	\$2,500.00
001	2213	01/17/20	MANSCAPE	1240448	ARBORJET INSECTICIDE-12 OAK TREES	R&M-Trees and Trimming	546099-53901	\$210.00
001	2213	01/17/20	MANSCAPE	1240448	ARBORJET INSECTICIDE-12 OAK TREES	Due from HV	155000	\$210.00
001	2214	01/17/20	RESIDENTIAL ACOUSTICS, LLC	CA02573-1F	ACCOUSTIC PANEL INSTALL AT CLUBHOUSE	R&M-Clubhouse	546015-57201	\$3,687.64

HERITAGE OAK PARK

Community Development District

Payment Register by Fund For the Period from 1/1/2020 to 1/31/2020 (Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
001	2215	01/17/20	SECURITY ALARM CORPORATION	213387	TECH SERVICE SECURITY CAMERAS	R&M-Security Cameras	546345-52901	\$350.00
001	2216	01/21/20	BRADLEY A-RAY INC	KPARK-011520	REPLACE SECTIONS OF COMMON WALKWAY BY CLBHSE	R&M-Sidewalks	546084-53901	\$380.00
001	2217	01/21/20	MICHELLE EGAN	01152020	REIMB FOR ENTERTAINER FOR 007 PARTY	Check to be cashed in place of check #2199	549022-57501	\$535.30
001	2218	01/21/20	PAMELA MARTZ	01162020	FITNESS KEY REIMBURSEMENT	Deposits	220000	\$12.50
001	2219	01/22/20	CHARLOTTE COUNTY GLASS	121219	NEW SOLID OFFICE DOORS	R&M-Clubhouse	546015-57201	\$1,150.00
001	2220	01/22/20	FEDEX	6-896-60079	SERVICE FOR 01/09/20	Communication/Freight - Gen'l	541001-51301	\$19.73
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	Office Supplies	551002-57201	\$17.00
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	Op Supplies - General	552001-57201	\$121.98
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	HOA - Check #1000475	103000	\$117.98
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	Op Supplies - General	552001-57201	\$70.98
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	Office Supplies	551002-57201	\$69.57
001	2221	01/22/20	STAPLES CREDIT PLAN	77190-122719	PURCHASES FOR 11/28/19-12/27/19	HOA Invoiced	103000	\$67.98
001	2222	01/30/20	ARTISTREE LANDSCAPE	145948	01/20 MONTHLY GROUNDS MAINT	HOA - Check #12155737	103000	\$81.45
001	2223	01/30/20	FEDEX	6-903-13073	SERVICE FOR 01/09/20	Contracts-Landscape	534050-53901	\$7,209.62
001	2224	01/30/20	HOME DEPOT CREDIT SERVICES	01052020-6325	PURCHASES FOR 12/05/19-01/04/20	007 Party Check	549022-57501	\$15.03
001	2224	01/30/20	HOME DEPOT CREDIT SERVICES	01052020-6325	PURCHASES FOR 12/05/19-01/04/20	Bocce Courts	546066-57201	\$43.96
001	2224	01/30/20	HOME DEPOT CREDIT SERVICES	01052020-6325	PURCHASES FOR 12/05/19-01/04/20	Poolside Lunch	549022-57501	\$47.94
001	2224	01/30/20	HOME DEPOT CREDIT SERVICES	01052020-6325	PURCHASES FOR 12/05/19-01/04/20	Misc Supplies	549900-53901	\$82.06
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	Misc Supplies	549900-53901	\$20.00
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,303.08
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	Contracts-Mgmt Services	534001-57201	\$6,067.25
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	Miscellaneous Services	549001-51301	\$11.40
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	Communication/Freight - Gen'l	541001-51301	\$22.00
001	2225	01/30/20	INFRAMARK, LLC	48249	01/20 MANAGEMENT FEES	Contracts-Mgmt Services	534001-53901	\$9,790.25
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Club Misc Supplies	552001-57201	\$162.28
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart Xmas Party	549022-57501	\$5.42
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart	552001-57201	\$8.29
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart	549900-53901	\$5.30
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Amazon Batteries	546015-57201	\$39.94
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sunbelt Rentals Inv# 462354	546442-57201	\$752.32
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Amazon Batteries	546015-57201	\$16.23
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Quick Oil Change -Gen	549001-53901	\$36.26
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart-Soap/Candle	552001-57201	\$8.42
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart-New DVD Player	549900-57201	\$29.92
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart Misc Supplies	551002-57501	\$33.88
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart Xmas FY19	549022-57501	\$26.56
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Club Poolside Lunch	549051-57501	\$17.96
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Lowes-Villa 1 Lts (HOA #124)	103000	\$1,963.50
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Ring Protect Plus Plan	546015-57201	\$100.00
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Xmas G.C. for Employees	549001-57201	\$468.90
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Club Gen Fuel	549900-53901	\$16.93
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Amazon-Case for New Work Phone	549001-57501	\$14.97
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Club-Poolside Lunch Tea	549051-57501	\$23.92

HERITAGE OAK PARK

Community Development District

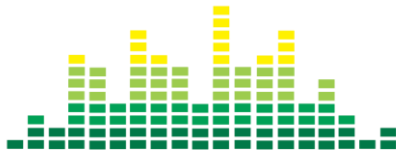
Payment Register by Fund For the Period from 1/1/2020 to 1/31/2020 (Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Sams Club-Soap/Dispenser	552001-57201	\$210.46
001	2227	01/30/20	SUNTRUST BANK-8114	01022020	01/02/20 STATEMENT PURCHASES	Walmart-Coffee Social	549051-57501	\$26.84
001	DD00083	01/02/20	CHARLOTTE COUNTY UTILITIES	121019-080703 ACH	26307-080703 11/08/19-12/06/19	Utility - Water & Sewer	543021-53901	\$169.37
001	DD00084	01/02/20	CHARLOTTE COUNTY UTILITIES	121019-101597 ACH	26307-101597 11/08/19-12/06/19	Utility - Water & Sewer	543021-53901	\$450.72
001	DD00085	01/05/20	FPL	122119 ACH	SERVICE FOR 11/21/19-12/21/19	Utility - General	543001-53901	\$3,605.78
001	2203	01/17/20	OLIN E. BELL	PAYROLL	January 17, 2020 Payroll Posting			\$184.70
001	2204	01/17/20	PAUL J. FALDUTO, JR	PAYROLL	January 17, 2020 Payroll Posting			\$184.70
001	2205	01/17/20	BRIAN R. BITGOOD	PAYROLL	January 17, 2020 Payroll Posting			\$184.70
001	2206	01/17/20	EDWARD A. CAREY	PAYROLL	January 17, 2020 Payroll Posting			\$184.70
Fund Total								\$78,101.00
IRRIGATION FUND - 002								
002	2213	01/17/20	MAINSCAPE	1241131	01/20 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$3,825.00
002	2213	01/17/20	MAINSCAPE	1237133	RPR IRR LEAK 1521 RED OAK	R&M-Irrigation	546041-53901	\$250.00
002	2213	01/17/20	MAINSCAPE	1237739	RPR BROKEN PIPES DMG BY LANDSCAPER 1156 GO/1428 WI	R&M-Irrigation	546041-53901	\$350.50
002	2213	01/17/20	MAINSCAPE	1240928	RPL 5HP SUBMERSIBLE PUMP #6/MOTOR/CTRL BOX/CK VLV	Pump #6	564043-53901	\$6,142.86
002	2213	01/17/20	MAINSCAPE	1241305	RPL CONTROL BOX FOR PUMP 8	R&M-Pumps	546138-53901	\$826.64
002	2213	01/17/20	MAINSCAPE	1240856	NEW 3" MAINLINE-HOB TO MAIN GATE 1000'	R&M-Irrigation	546041-53901	\$15,000.00
002	2213	01/17/20	MAINSCAPE	1241306	5 YR BASELINE PLUS SUBSCRIPTION-ROWO CONTROLLERS	R&M-Irrigation	546041-53901	\$1,300.00
002	2213	01/17/20	MAINSCAPE	1241307	5 YR BASELINE SUBSCRIPTION-BENT OAK/GATEWAY CONTR	R&M-Irrigation	546041-53901	\$1,300.00
002	2213	01/17/20	MAINSCAPE	1240929	IRRIGATION SERVICE 12/19	R&M-Irrigation	546041-53901	\$3,883.60
002	2226	01/30/20	MAINSCAPE	1241294	RPL SOD ALONG HERITAGE OAK AFTER MAINLINE RPR	R&M-Irrigation	546041-53901	\$2,500.00
Fund Total								\$35,378.60
Total Checks Paid								\$114,014.90

Fifth Order of Business

5A

QUOTE #:
02573-2



COMMERCIAL ACOUSTICS

Country of Origin: United States of America

To: Michelle Egan
michelle.egan@inframark.com
 Heritage Oak Park CDD Clubhouse
 19520 Heritage Oak Boulevard
 Port Charlotte, Florida 33948

COMMERCIAL ACOUSTICS
6122 Benjamin Road
Tampa, FL 33634
888-815-9691 Voice

QUOTE DATE	SHIPPED VIA	F.O.B. POINT	TERMS
2/10/2020	DELIVERED TO SITE		50% DOWN/NET 15

QTY ORDERED	TYPE	DESCRIPTION	COST PER UNIT	TOTAL
15	2'x4' Acoustical Panels	2'x4'x2" Thick Acoustic Panels 6 pcf Fiberglass Fabric-Wrapped with Guilford of Maine Acoustic Fabric – Whisper Hush	\$128.00	\$1,920.00
	Installation	Acoustic Panel Installation – Wall Mounted up to 14' All Materials and Hardware Included		\$1,350.00
	Total			\$3,270.00

Terms of Proposal:

1. Quote valid for 30 days.
2. 50% Down Payment due prior to installation. Remainder of payment due 15 days from completion of installation.
3. 2-3 Week Lead time. Lead time may vary by 1-2 weeks in extreme cases.
4. A 1 year limited warranty applies to all material. Material warranty limited to price of Commercial Acoustics materials included.
5. Installation Details:
 - a. Room will be vacant during installation
 - b. Product will be installed during business hours, per installation instructions provided
6. Acoustic Panels
 - a. Includes Guilford of Maine acoustically-transparent fabric. Contact Salesperson for fabric swatches or additional fabric options.
7. If Sales Tax exempt, the purchaser must have a valid Sales Tax Certificate on file with Commercial Acoustics at time of order.
8. This quote includes General Liability coverage of \$2,000,000 and Workers Compensation coverage of \$1,000,000. Does not include waivers of subrogation or additional insured. Additional insurance requirements or waivers may require an additional fee.

Prepared By: Walker Peek
Walker Peek

Contact Information:
Walker Peek
Commercial Acoustics
walker@commercial-acoustics.com
904-710-8351

Signature of Authorization: _____ Date: _____

Sixth Order of Business

6A.

January 17th, 2020

I would like to place my name in consideration for the open seat on the CDD Board. Since 2004 I have been a full time Florida resident and owner at Heritage Oak Park.

I have been actively involved on many of the HOPCA and CDD Committees and Boards. I have served as the HOPCA President, Vice President and Secretary, and was on the CDD Long Range Planning Committee. I Currently serve as the Chair of Villa 4 and the HOP Disaster Readiness Committee.

Living here full time has given me the opportunity to become aware of the issues and opportunities facing Heritage Oak Park. I have attended most of the CDD workshops and Board Meeting and as such am up to date on current issues the Board is managing.

I look forward to the opportunity of serving on the CDD Board.

Sharon Rask
1416 Winding Oak Drive
Port Charlotte, FL



Kent Weeks

1023 Live Oak Circle

I am submitting my resume for the open seat on the CDD Board. My wife of 57 years, Nancy, and I have been residents in Heritage Oak Park since 2005 becoming full-time residents in 2012. I feel it is important to keep our beautiful park in excellent physical and financial condition. It is easy to sit back and hope someone else will do the work but everyone needs to do what they can to ensure Heritage Oak Park continues to be a desirable place to live. Thank you for considering me for this position.

1962 Graduated Columbia City Joint High School

1962-1965 U.S Army serving 1 tour of duty in South Vietnam

1965 -1969 Construction Surveyor in Chicago and Fort Wayne, Indiana

1969-2002 Dana Corporation Fort Wayne, Indiana

- Union production worker 1969-1975
- Heat Treat supervisor 1975-1990
- Gear Division General Foreman 1990-1994
- Gear Division Area Manager responsible for 600 employees 1994-1996
- Management start-up team for new manufacturing facility in Greensboro, NC 1996-1998
- Production/Plant Manager 1998-2002
- Post retirement worked as consultant on Heat Treat Systems for Dana in Kentucky, Indiana, Pennsylvania, China, India, South Africa, Taiwan and Mexico 2004-2015

DRC Coordinator – 7 years

HOPCA Fining Committee – 4 years

Architectural Review Committee – 2 years

Night Watch – 3 years

DONALD WOLKINS

February 5, 2020

Michelle Egan
19520 Heritage Oak Blvd.
Port Charlotte, FL 33948

Dear Michelle:

Attached is my resume outlining my qualifications, education, and experience for a position on the Board of the Community Development District for Heritage Oak Park. I believe my experience in developing residential communities would be very helpful in the CDD role.

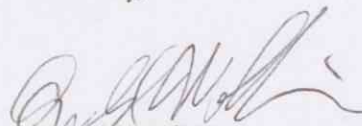
During my career with Union Pacific Corporation, I had direct responsibility for development of several business parks as well as residential subdivisions. Upon my retirement from Union Pacific, I purchased 250 acres of bluff land overlooking the Platte River in Cass County, Nebraska. I developed it into the residential community of Raven's Nest which involved a native forest with oak trees, walnut trees, and other midwestern bushes and trees. I established Covenants and set up a Homeowner's Association to maintain the quality of the development.

As was the case with the development of Heritage Oak Park, I saved every signature tree possible as I designed and developed Raven's Nest. The lots in the development were all over one acre. We constructed underground water mains, underground high pressure sewer lines and worked with the power company and the telephone company to provide services.

I have had the pleasure of buying and living in several homes at various locations around the western United States. Heritage Oak Park is one of the best residential communities I have had the pleasure of living in.

Please consider me for the current vacancy.

Sincerely,



Donald Wolkins



DONALD WOLKINS

1123 Live Oak Circle • Port Charlotte, FL • 33948
Phone 402 218 7977 • Email dwolkins@hotmail.com

EXPERIENCE

1997 to 2011

Raven's Nest in Cass County, Nebraska

Owner/developer of a 250-acre upscale gated residential community with over 2.2 miles of roads and utilities. Created and implemented a Homeowners Association for this 60-lot community. The quality standards for the community included architectural and landscaping requirements.

1974 to 1997

Assistant Vice President - Corporate Asset Management for Union Pacific Realty

Direct responsibility for real estate in 103 cities located in 19 states. Position required the development and sale of finished lots to end users from residential projects to business parks to hotel sites. Created the new off airport hotel row in Denver, Colorado. The typical project involved setting up Owners Associations to create and maintain quality standards for landscaping and architectural presentations.

EDUCATION

June 1975

BS Degree in Business Administration, University of Nebraska at Omaha

Major in Real Estate and Land Use Economics and minor in Communications.

SKILLS

- Understands the value of listening.
- Prepare agenda, lead meetings and prepare minutes.
- Prepare annual budgets and long-range plans.
- Skilled in sales and contract negotiations.
- Exceeded expectations in leading a team to achieve high marketing performance.

ACTIVITIES

Upon retirement from Union Pacific Realty, moved to Cass County, Nebraska at which time I served on 12 volunteer boards including the Cass County Planning Commission. Was a member of Utah IDEA (Industrial Developers Executive Association), NAIOP (National Association of Industrial and Office Parks) and several other trade organizations. Appointed by the governor to serve on a special white-coat team for the state of Utah. The members of this group served as ambassadors for the state to enhance economic development opportunities.

Seventh Order of Business

7Ci.

**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**

	Governmental Activities
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	196,028
Total liabilities	<u>264,138</u>
NET POSITION	
Net investment in capital assets	4,389,079
Restricted for debt service	43,676
Unrestricted	408,288
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>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense)</u>
		<u>Charges</u>	<u>Operating</u>	<u>Revenue and Changes</u>
		<u>for</u>	<u>Grants and</u>	<u>in Net Position</u>
		<u>Services</u>	<u>Contributions</u>	<u>Governmental</u>
				<u>Activities</u>
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	<u>1,263,611</u>	<u>1,100,416</u>	<u>3,000</u>	<u>(160,195)</u>
General revenues:				
				8,835
				<u>12,720</u>
				<u>21,555</u>
				(138,640)
				<u>4,979,683</u>
				<u>\$ 4,841,043</u>

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
	General	Debt Service	Governmental Funds
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
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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><u>4,841,043</u></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
	General	Debt Service	Governmental Funds
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	919,007	207,089	1,126,096
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	999,626	209,865	1,209,491
Excess (deficiency) of revenues over (under) expenditures	(80,619)	(2,776)	(83,395)
Fund balances - beginning	487,407	50,969	538,376
Fund balances - ending	\$ 406,788	\$ 48,193	\$ 454,981

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-OAO 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	<u>\$ 48,193</u>	<u>\$ 48,193</u>

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	<u>1,363,637</u>	<u>-</u>	<u>-</u>	<u>1,363,637</u>
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	<u>7,529,717</u>	<u>10,488</u>	<u>-</u>	<u>7,540,205</u>
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	<u>4,062,164</u>	<u>256,571</u>	<u>-</u>	<u>4,318,735</u>
Total capital assets, being depreciated, net	<u>3,467,553</u>	<u>(246,083)</u>	<u>-</u>	<u>3,221,470</u>
Governmental activities capital assets, net	<u>\$ 4,831,190</u>	<u>\$ (246,083)</u>	<u>\$ -</u>	<u>\$ 4,585,107</u>

Depreciation expense was charged to function/programs as follows:

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

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:

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

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

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

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	Variance with
	Original	Final	Amounts	Final Budget - Positive (Negative)
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	897,725	897,725	919,007	21,282
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	897,725	1,037,725	999,626	38,099
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)	-	140,000	-	(140,000)
Net change in fund balances	\$ -	\$ -	(80,619)	\$ (80,619)
Fund balance - beginning			487,407	
Fund balance - ending			\$ 406,788	

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



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**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.