

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

The workshop and regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, April 21, 2022 at 9:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

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

The following is a summary of the minutes and actions taken as per the District Manager's notes.

Workshop Meeting

- Discussion of Fiscal Year 2023 Operations and Maintenance Budget
- Fiscal Year 2023 Proposed Budget v2
 - Discussion concerning a small increase in the assessment fees to cover increases from various vendors for contract increases.
 - Discussion on the need for increases for tree trimming costs.
 - Increase the salary for the Activities Director by \$1.00 per hour for good performance.
 - Total increase in the budget would be around \$30,000.
 - Potential increase to the residents would be \$32.00 per resident, per year.
 - Look into potentially reducing the \$31,400 in R&M for irrigation because of work on the mainline irrigation system.
 - Develop two options for the meeting next month:
 - a) Increase assessments to cover anticipated cost increases from vendors (\$32 per resident)
 - b) Develop a second option for an increase of \$50 per resident.
 - c) Increase assessments by \$40.03 per resident.

Regular Meeting

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- o No audience comments.

FOURTH ORDER OF BUSINESS

Comments from the Chairman

Everyone was encouraged to attend next month’s meeting as the Board will vote on approval of a tentative fiscal year 2023 budget and tentative fee increase.

A certificate of appreciation was awarded to Mr. David Vanzile for his dedication to the Park.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the March 17, 2022 Meeting**
- B. **Financial Statements and Check Register for March 31, 2022**

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

SIXTH ORDER OF BUSINESS

New Business

- A. **Radio Antenna**
This item is on hold for now.
- B. **Lodge A/C**

On MOTION by Mr. Bitgood seconded by Mr. Horsman with all in favor the proposal from Thompson Air Conditioning in the amount of not to exceed \$50,000, including cleaning the duct work, was approved. 5-0

- C. **Pool Furniture**

On MOTION by Mr. Carey seconded by Mr. Horsman with all in favor the proposal from Pool Furniture Supply for new pool furniture at a not to exceed price of \$18,000 (authorizing the Chairman and the on-site Manager to choose a color as opposed to ordering white) was approved. 5-0

SEVENTH ORDER OF BUSINESS

Old Business

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. **District Attorney**
- B. **District Engineer**
- C. **Manager**
 - i. **Discussion of the FY2023 Proposed Budget v2**

Mr. Koncar explained how the budget process will proceed. The Board will decide at the next meeting on how they want to go forward with the budget. If they do approve an increase in the assessment we will send letters out to each resident, a public hearing will be scheduled to discuss the proposed increase in the budget 60 days after the May 19th meeting.

ii. Discussion of Proposal for Stormwater Assessment

The proposal for this item was distributed to the Board separately and Mr. Koncar noted this is a requirement by Florida Statute. All municipalities and special units of local government are required to develop a 20-year stormwater study.

On MOTION by Mr. Horsman seconded by Mr. Carey with all in favor the proposal from the District Engineer, Pennoni Associates Inc., to complete the stormwater assessment study to be in compliance with the Florida Statutes for such studies, in the amount of \$5,000 was approved. 5-0

NINTH ORDER OF BUSINESS

**On-Site Administration Report
Project Updates**

Ms. Egan commented on the following:

- Irrigation, the pool lift, the gates, a proposal for the roads will be discussed at the next meeting and aerators in the ponds.

Ms. Wells commented on community activities.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Carey asked questions and Ms. Egan and Mr. Falduto responded.

Mr. Falduto requested that anyone who needs to see Ms. Egan should please make an appointment with her.

ELEVENTH ORDER OF BUSINESS

Audience Comments

TWELFTH ORDER OF BUSINESS

Adjournment

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

Secretary

Paul Falduto
Chairman