

**HERITAGE OAK PARK  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA PACKAGE FOR THE  
MARCH 16, 2023  
WORKSHOP & REGULAR MEETING**

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

March 9, 2023

Board of Supervisors  
Heritage Oak Park Community Development District

Dear Board Members:

A workshop and regular meetings of the Board of Supervisors of the Heritage Oak Park Community Development District will be held **Thursday, March 16, 2023 at 9:00 a.m.**, at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

**Agenda**

Thursday, March 16, 2023 – Workshop 9:00 a.m. followed by Regular Meeting

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Workshop Meeting

- Discussion of Fiscal Year 2024 Capital Improvements
- Discussion of the Proposed Budget for Fiscal Year 2024 v.1

Regular Meeting

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments on Agenda Items
4. Comments from the Chairman
5. Approval of Consent Agenda
  - A. Approval of the Minutes of the February 16, 2023 Meeting
  - B. Financials and Check Register for February 28, 2023
6. Update on Hurricane Ian Cleanup
7. New Business
8. Managers Report
9. Supervisor Requests
10. Audience Comments
11. Adjournment

**Next meeting April 20, 2023**

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 and Debt Service Budget***

**Fiscal Year 2024**

Version 1 - Proposed Budget

(Printed on 03/07/23 5:15pm)

Prepared by:



**Table of Contents**

	<u>Page #</u>
<b><u>OPERATING BUDGET</u></b>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	1-4
Exhibit A - Allocation of Fund Balances .....	5
Budget Narrative .....	6-14
<b><u>DEBT SERVICE BUDGET</u></b>	
Debt Service Fund - Series 2020	
Summary of Revenues, Expenditures and Changes in Fund Balances .....	15
Amortization Schedule.....	16
<b><u>SUPPORTING BUDGET SCHEDULE</u></b>	
Comparison of Assessment Rates .....	17

**HERITAGE OAK PARK**  
Community Development District

**Operating Budget**  
Fiscal Year 2024

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU FEB-2023	PROJECTED AUG- SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
<b>REVENUES</b>									
Interest - Investments	\$ 8,835	\$ 1,359	\$ 275	\$ 580	\$ 4,800	\$ 1,690	\$ 700	\$ 2,390	\$ 4,800
FEMA Grants	-	-	-	-	-	8,570	-	8,570	-
Interlocal Agreement	3,000	3,000	3,000	3,000	3,000	1,500	1,500	3,000	3,000
Interlocal Agreement-Irrigation	-	-	-	-	-	-	-	-	30,000
Room Rentals	857	2,949	281	360	500	-	200	200	500
Recreational Activity Fees	47,790	31,238	5,994	39,801	53,200	3,927	1,200	5,127	53,200
Special Assmnts- Tax Collector	877,705	936,042	973,783	973,783	1,008,433	928,767	79,666	1,008,433	1,008,432
Special Assmnts- Discounts	(31,900)	(34,100)	(36,123)	(36,039)	(40,337)	(36,075)	(1,593)	(37,668)	(40,337)
Other Miscellaneous Revenues	10,787	202,523	34,914	26,450	3,800	15,000	-	15,000	3,800
Gate Bar Code/Remotes	1,376	674	927	2,097	1,200	393	300	693	1,200
Access Cards	560	246	246	257	600	23	75	98	600
Insurance Reimbursements	-	28,275	-	-	-	100,000	-	100,000	-
<b>TOTAL REVENUES</b>	<b>919,010</b>	<b>1,172,206</b>	<b>983,297</b>	<b>1,010,289</b>	<b>1,035,196</b>	<b>1,023,795</b>	<b>82,048</b>	<b>1,105,843</b>	<b>1,065,195</b>

**EXPENDITURES**

**Administrative**

P/R-Board of Supervisors	11,600	10,800	11,200	10,600	12,000	4,000	7,000	11,000	12,000
FICA Taxes	887	826	857	811	918	306	536	842	918
ProfServ-Engineering	1,928	23,853	18,418	8,085	10,000	2,380	700	3,080	10,000
ProfServ-Legal Services	8,396	9,869	10,101	3,271	6,000	2,380	3,500	5,880	6,000
ProfServ-Mgmt Consulting Serv	60,923	63,637	65,547	67,514	69,540	28,975	40,565	69,540	71,627
ProfServ-Special Assessment	10,474	10,788	11,112	11,445	11,788	11,788	-	11,788	12,142
ProfServ-Trustee Fees	-	-	337	4,041	3,704	3,704	-	3,704	3,704
Auditing Services	6,200	5,700	4,000	5,500	4,700	4,700	-	4,700	4,700
Communication/Freight - Gen'l	1,458	1,422	457	1,240	1,500	343	525	868	1,500
Insurance - General Liability	8,363	9,851	8,423	7,123	7,835	6,452	-	6,452	7,097
R&M-ADA Compliance	-	3,264	1,553	1,553	1,553	1,553	-	1,553	1,553
Legal Advertising	2,332	3,378	1,533	1,185	1,100	189	911	1,100	1,100
Miscellaneous Services	5,088	195	79	491	3,000	1,826	700	2,526	3,000
Misc-Bank Charges	2,043	1,532	-	-	2,400	-	-	-	2,400

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU FEB-2023	PROJECTED AUG- SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
Misc-Assessmnt Collection Cost	6,425	5,753	6,345	6,698	20,169	17,854	1,593	19,447	20,169
Office Supplies	-	15	-	284	360	-	100	100	360
Annual District Filing Fee	175	175	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>126,292</b>	<b>151,058</b>	<b>140,137</b>	<b>130,016</b>	<b>156,742</b>	<b>86,625</b>	<b>56,130</b>	<b>142,755</b>	<b>158,445</b>
<b>Other Public Safety</b>									
R&M-Gate	7,134	4,917	4,393	4,362	3,500	225	2,500	2,725	3,500
R&M-Gatehouse	649	18	320	686	1,000	-	300	300	1,000
R&M-Security Cameras	3,257	969	119	1,830	3,600	-	1,650	1,650	3,600
Misc-Programming & Services	-	-	-	-	1,500	92	-	92	1,500
Capital Outlay	-	-	-	1,125	-	-	-	-	-
<b>Total Other Public Safety</b>	<b>11,040</b>	<b>5,904</b>	<b>4,832</b>	<b>8,003</b>	<b>9,600</b>	<b>317</b>	<b>4,450</b>	<b>4,767</b>	<b>9,600</b>
<b>Field</b>									
Contracts-Mgmt Services	114,061	117,483	127,272	131,709	135,661	56,525	79,136	135,661	139,732
Contracts-Lake and Wetland	6,120	6,120	6,120	6,120	6,120	2,550	3,570	6,120	6,120
Contracts-Landscape	83,996	86,515	86,515	89,334	91,784	38,243	53,541	91,784	94,538
Contracts-Irrigation	49,140	45,900	46,818	47,755	49,188	20,890	29,246	50,136	51,640
Utility - General	37,802	38,027	31,147	39,867	45,600	9,942	27,370	37,312	45,600
Utility - Water & Sewer	8,379	8,795	15,148	12,431	13,600	5,282	7,700	12,982	13,600
Insurance - General Liability	29,100	33,606	35,956	33,541	36,895	27,543	-	27,543	31,674
R&M-Drainage	16,842	5,370	6,520	-	15,000	370	14,630	15,000	15,000
R&M-Entry Feature / Wall	10,066	2,500	6,186	7,875	7,500	-	7,500	7,500	7,500
R&M-Irrigation	104,526	119,559	77,807	45,848	31,400	9,248	18,550	27,798	31,400
R&M-Lake	6,100	20,687	13,125	938	21,750	2,443	10,000	12,443	21,750
R&M-Plant Replacement	324	5,762	1,393	301	12,000	-	3,000	3,000	12,000
R&M-Trees and Trimming	5,254	5,545	4,025	5,350	12,500	-	12,500	12,500	12,500
R&M-Pumps	2,500	10,404	2,750	1,473	2,160	-	500	500	2,160
Misc-Special Projects	16,548	9,230	2,785	3,800	10,930	5,300	5,630	10,930	10,930
Natural Disaster Expense	6,726	-	-	8,637	5,000	336,962	-	336,962	5,000
Misc-Contingency	2,999	4,866	5,691	1,901	10,040	8,533	1,507	10,040	33,080
Capital Outlay	-	23,573	11,334	1,275	25,560	500	25,060	25,560	25,560
<b>Total Field</b>	<b>500,483</b>	<b>543,942</b>	<b>480,592</b>	<b>438,155</b>	<b>532,688</b>	<b>524,331</b>	<b>299,440</b>	<b>823,771</b>	<b>559,784</b>



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU FEB-2023	PROJECTED AUG- SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
<b><i>Road and Street Facilities</i></b>									
R&M-Parking Lots	520	-	-	-	1,000	-	1,000	1,000	1,000
R&M-Roads & Alleyways	10,255	1,971	350	1,086	4,000	-	4,000	4,000	4,000
R&M-Sidewalks	-	380	9,962	-	15,000	-	15,000	15,000	15,000
R&M-Streetlights	3,329	1,673	7,702	277	10,000	-	10,000	10,000	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	52,485	26,652	44,691	15,369	9,075	-	9,075	15,369
<b><i>Total Road and Street Facilities</i></b>	<b>24,652</b>	<b>56,509</b>	<b>44,666</b>	<b>46,054</b>	<b>63,369</b>	<b>9,075</b>	<b>48,000</b>	<b>57,075</b>	<b>63,369</b>
<b><i>Parks and Recreation - General</i></b>									
Contracts-Mgmt Services	74,911	72,807	16,838	34,157	35,613	14,839	19,925	34,764	35,613
Contracts-Janitorial Services	18,960	18,960	18,960	18,960	18,960	2,586	11,060	13,646	18,960
Contracts-Pools	10,800	10,800	8,100	11,051	11,134	4,639	6,495	11,134	11,134
Contracts-Pest Control	1,298	1,048	1,048	1,048	1,100	1,058	-	1,058	1,100
Communication - Telephone	7,903	8,142	8,353	7,792	8,580	3,053	4,908	7,961	8,580
R&M-Clubhouse	100,335	60,458	9,439	15,673	50,000	25,083	24,917	50,000	50,000
R&M-Parks	31,892	12,253	12,090	10,602	15,000	4,116	12,000	16,116	15,000
R&M-Pools	2,420	6,872	8,883	6,767	4,500	1,265	3,150	4,415	4,500
R&M - Tennis Courts	-	832	27	-	2,000	-	2,000	2,000	2,000
Miscellaneous Services	3,329	2,467	2,199	4,318	2,400	743	1,400	2,143	2,400
Misc-Holiday Décor	527	491	413	635	750	-	-	-	750
Misc-Cable TV Expenses	1,030	3,097	3,917	5,283	4,560	2,184	3,220	5,404	5,760
Office Supplies	3,434	3,546	3,718	4,472	3,000	1,064	1,470	2,534	3,000
OpSupplies - General	5,645	3,058	3,448	2,524	6,000	505	2,205	2,710	6,000
Cap Outlay - Equipment	-	1,091	7,200	-	8,000	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	10,488	37,855	-	18,715	15,000	-	-	-	15,000
Reserve - Air Conditioner	-	-	-	15,000	5,000	-	-	-	5,000
Reserve - Roof	-	5,000	-	-	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	8,736	-	3,000	-	-	-	3,000
<b><i>Total Parks and Recreation - General</i></b>	<b>272,972</b>	<b>248,777</b>	<b>113,369</b>	<b>156,997</b>	<b>219,597</b>	<b>61,135</b>	<b>100,750</b>	<b>161,885</b>	<b>220,797</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU FEB-2023	PROJECTED AUG- SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
<b><i>Special Recreation Facilities</i></b>									
Miscellaneous Services	5,470	1,087	324	1,883	4,500	150	1,400	1,550	4,500
Misc-Event Expense	33,221	16,092	2,129	13,480	21,000	5,434	10,500	15,934	21,000
Misc-Social Committee	24,734	16,609	5,400	26,131	26,700	2,230	9,600	11,830	26,700
Misc-Trips and Tours	-	-	-	-	500	-	-	-	500
Office Supplies	763	386	518	1,709	500	38	125	163	500
<b><i>Total Special Recreation Facilities</i></b>	<b>64,188</b>	<b>34,174</b>	<b>8,371</b>	<b>43,203</b>	<b>53,200</b>	<b>7,852</b>	<b>21,625</b>	<b>29,477</b>	<b>53,200</b>
<b>TOTAL EXPENDITURES</b>	<b>999,627</b>	<b>1,040,364</b>	<b>791,967</b>	<b>822,428</b>	<b>1,035,196</b>	<b>689,335</b>	<b>530,395</b>	<b>1,219,730</b>	<b>1,065,195</b>
Excess (deficiency) of revenues									
Over (under) expenditures	(80,617)	131,842	191,330	187,861	-	334,460	(448,347)	(113,888)	-
<b>OTHER FINANCING SOURCES (USES)</b>									
Interfund Transfer - In	-	244,906	-	-	-	-	-	-	-
Operating Transfers-Out	-	(231,038)	-	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>13,868</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	(80,617)	145,710	191,330	187,861	-	334,460	(448,347)	(113,888)	-
<b>FUND BALANCE, BEGINNING</b>	<b>487,406</b>	<b>406,789</b>	<b>552,499</b>	<b>743,829</b>	<b>931,690</b>	<b>931,690</b>	<b>-</b>	<b>931,690</b>	<b>817,802</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 406,789</b>	<b>\$ 552,499</b>	<b>\$ 743,829</b>	<b>\$ 931,690</b>	<b>\$ 931,690</b>	<b>\$ 1,266,150</b>	<b>\$ (448,347)</b>	<b>\$ 817,802</b>	<b>\$ 817,802</b>

**Exhibit "A"**  
Allocation of Fund Balances

<b><u>AVAILABLE FUNDS</u></b>	<b><u>Amount</u></b>
Beginning Fund Balance - Fiscal Year 2024	\$ 817,802
Net Change in Fund Balance - Fiscal Year 2024	-
Reserves - Fiscal Year 2024 Additions	48,369
<b>Total Funds Available (Estimated) - 9/30/2024</b>	<b>866,171</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Nonspendable Fund Balance***

Deposits - FPL Utilities	8,200
Prepaid Items	8,538
Subtotal	16,738

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital	254,207	(1)
Reserve - Roads & Streetlights - Prior Years	195,496	(2)
Reserve - Roads & Streetlights - FY 2023	15,369	(3)
Reserve - Roads & Streetlights - Actual Expensed	(9,075)	(4)
Reserve - Roads & Streetlights - Current Budget Year	15,369	(5)
Reserve - Arbor - Prior Years	2,500	(3)
Reserve - Air Conditioner - FY 2023	5,000	(3)
Reserve - Air Conditioner - Current Budget Year	5,000	(5)
Reserve - Roof - Prior Years	135,000	(2)
Reserve - Roof - FY 2023	25,000	(3)
Reserve - Roof - Current Budget Year	25,000	(5)
Reserve - Swimming Pools - Prior Years	26,239	(2)
Reserve - Swimming Pools - FY 2023	3,000	(3)
Reserve - Swimming Pools - Current Budget Year	3,000	(5)
Subtotal	701,104	

<b>Total Allocation of Available Funds</b>	<b>717,842</b>
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<b>Total Available for Projects</b>	<b>\$ 98,329</b>
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<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 50,000</b>
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**Notes**

- (1) Represent approximately 3 months of operating expenditures
- (2) Represents Reserves from Prior Years thru FY 2022
- (3) Represents Reserves for FY 2023
- (4) Represents actual expense in FY 2023
- (5) Represents Reserves for Current Budget Year FY 2024

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**Budget Narrative**  
Fiscal Year 2024

**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.

**Interlocal Agreement - Irrigation**

The District has an Interlocal agreement with Heritage Oak Park Community Association for the reimbursement of irrigation expenses.

**Room Rentals**

The District earns income when the clubhouse is rented for an event.

**Recreational Activity Fees**

This is the revenue from the events that the activities department holds throughout the year.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**Other Miscellaneous Revenues**

The District earns miscellaneous income for providing services for the District, i.e. copies of pool keys, mailbox locks and keys, faxes, etc.

**Gate Bar Code/Remotes**

The District receives amounts for gate remotes that operate the gates of the District.

**Access Cards**

The District receives amounts for access cards that operate the Fitness Center.

**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**Administrative**

**P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all of the meetings.

**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

**Professional Services-Legal Services**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Professional Services-Special Assessment**

This is the Administrative fees to prepare the District's special assessment roll.

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

**Communication/Freight - General**

This includes telephone, fax transmissions, printing, copies, mailing of agenda packages, checks for vendors, postage and any other required correspondence.

**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**Administrative** (continued)

**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.

**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.

**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**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.

**Miscellaneous Programming & Services**

This is to be able to run the new cloud data base program and phone service for the gates.

**Field**

**Contracts – Management Services**

This includes payroll, workers comp, FUTA/SUTA taxes and payroll charges for the contracted Field personnel.

**Contracts – Lakes and Wetland**

The District has a contract for the aquatic maintenance of the lakes in the District.

**Contracts - Landscape**

This line item includes mowing, edging, pruning, fertilization, semi-annual leaf pickup, irrigation repairs and maintenance, and pest and weed control of the common areas.

**Contracts - Irrigation**

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

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**Budget Narrative**  
Fiscal Year 2024

<b>EXPENDITURES</b>
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**Field** (continued)

**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.

**R&M – Entry Feature**

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

**R&M - Irrigation**

This includes any repairs and maintenance to the irrigation system.

**R&M - Lake**

This includes any repairs and maintenance to the lakes of the District.

**R&M – Plant Replacement**

This includes landscape enhancements throughout the District.

**R&M – Trees & Trimming**

This includes any tree maintenance for the trees in the District.

**R&M - Pumps**

This is for quarterly pump maintenance contract.



**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**Field** (continued)

**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**

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.

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**Budget Narrative**  
Fiscal Year 2024

<b>EXPENDITURES</b>
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**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.

**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**Parks and Recreation – General** (continued)

**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.

**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.

---

**Budget Narrative**  
Fiscal Year 2024

**EXPENDITURES**

**Parks and Recreation – General** (continued)

**Capital Outlay – Clubhouse**

This is for the capital items for the clubhouse that need to be replaced.

**Reserve – Air Conditioner**

This is for the reserve for the air conditioner of the clubhouse that will need 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.

**HERITAGE OAK PARK**  
Community Development District

**Debt Service Budget**  
Fiscal Year 2024

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU FEB-2023	PROJECTED AUG- SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
<b>REVENUES</b>								
Interest - Investments	\$ -	\$ 6	\$ 11	\$ -	\$ 2	\$ -	\$ 2	\$ -
Special Assmnts- Tax Collector	-	197,323	197,323	197,323	181,732	15,591	197,323	197,323
Special Assmnts- Discounts	-	(7,324)	(7,304)	(7,893)	(7,059)	(312)	(7,371)	(7,893)
<b>TOTAL REVENUES</b>	<b>-</b>	<b>190,005</b>	<b>190,030</b>	<b>189,430</b>	<b>174,675</b>	<b>15,279</b>	<b>189,954</b>	<b>189,430</b>
<b>EXPENDITURES</b>								
<i>Administrative</i>								
Misc-Assessmnt Collection Cost	-	1,286	1,357	3,946	3,493	312	3,805	3,946
<b>Total Administrative</b>	<b>-</b>	<b>1,286</b>	<b>1,357</b>	<b>3,946</b>	<b>3,493</b>	<b>312</b>	<b>3,805</b>	<b>3,946</b>
<i>Debt Service</i>								
Principal Debt Retirement	-	-	126,426	128,777	-	128,777	128,777	131,171
Interest Expense	-	12,099	59,279	69,135	34,567	34,567	69,134	64,383
<b>Total Debt Service</b>	<b>-</b>	<b>12,099</b>	<b>185,705</b>	<b>197,912</b>	<b>34,567</b>	<b>163,344</b>	<b>197,911</b>	<b>195,554</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>13,385</b>	<b>187,062</b>	<b>201,858</b>	<b>38,060</b>	<b>163,656</b>	<b>201,716</b>	<b>199,500</b>
Excess (deficiency) of revenues Over (under) expenditures	-	176,620	2,968	(12,428)	136,615	(148,377)	(11,762)	(10,070)
<b>OTHER FINANCING SOURCES (USES)</b>								
Interfund Transfer - In	-	3,000	-	-	-	-	-	-
Debt Proceeds	18,548	-	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	(12,428)	-	(148,377)	(148,377)	(10,070)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>18,548</b>	<b>3,000</b>	<b>-</b>	<b>(12,428)</b>	<b>-</b>	<b>(148,377)</b>	<b>(148,377)</b>	<b>(10,070)</b>
Net change in fund balance	18,548	179,620	2,968	(12,428)	136,615	(148,377)	(160,139)	(10,070)
<b>FUND BALANCE, BEGINNING</b>	<b>-</b>	<b>18,548</b>	<b>198,168</b>	<b>201,136</b>	<b>201,136</b>	<b>-</b>	<b>201,136</b>	<b>40,997</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 18,548</b>	<b>\$ 198,168</b>	<b>\$ 201,136</b>	<b>\$ 188,708</b>	<b>\$ 337,751</b>	<b>\$ (148,377)</b>	<b>\$ 40,997</b>	<b>\$ 30,927</b>

### Loan Amortization Schedule

Nominal Annual Rate: 3.690%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Balance	Principal	Rate	Interest	Payment
<b>11/1/2023</b>	<b>1,744,796.67</b>			32,191.50	32,191.50
<b>5/1/2024</b>	<b>1,744,796.67</b>	<b>131,171.22</b>	<b>3.69%</b>	32,191.50	163,362.72
11/1/2024	1,613,625.45			29,771.39	29,771.39
5/1/2025	1,613,625.45	133,610.01	3.69%	29,771.39	163,381.40
11/1/2025	1,480,015.44			27,306.28	27,306.28
5/1/2026	1,480,015.44	136,094.15	3.69%	27,306.28	163,400.43
11/1/2026	1,343,921.29			24,795.35	24,795.35
5/1/2027	1,343,921.29	138,624.46	3.69%	24,795.35	163,419.81
11/1/2027	1,205,296.83			22,237.73	22,237.73
5/1/2028	1,205,296.83	141,201.83	3.69%	22,237.73	163,439.56
11/1/2028	1,064,095.00			19,632.55	19,632.55
5/1/2029	1,064,095.00	143,827.11	3.69%	19,632.55	163,459.66
11/1/2029	920,267.89			16,978.94	16,978.94
5/1/2030	920,267.89	146,501.21	3.69%	16,978.94	163,480.15
11/1/2030	773,766.68			14,276.00	14,276.00
5/1/2031	773,766.68	149,225.02	3.69%	14,276.00	163,501.02
11/1/2031	624,541.66			11,522.79	11,522.79
5/1/2032	624,541.66	151,999.47	3.69%	11,522.79	163,522.26
11/1/2032	472,542.19			8,718.40	8,718.40
5/1/2033	472,542.19	154,621.46	3.69%	8,718.40	163,339.86
11/1/2033	317,920.73			5,865.64	5,865.64
5/1/2034	317,920.73	157,496.25	3.69%	5,865.64	163,361.89
11/1/2034	160,424.48			2,959.83	2,959.83
5/1/2035	160,424.48	160,424.48	3.69%	2,959.83	163,384.31
<b>Total</b>		<b>\$ 1,744,796.67</b>		<b>\$ 432,512.80</b>	<b>\$ 2,177,309.47</b>

**HERITAGE OAK PARK**

Community Development District

**Supporting Budget Schedule**

Fiscal Year 2024



**Comparison of Assessment Rates  
Fiscal Year 2024 vs. Fiscal Year 2023**

Product	General Fund			Debt Service 2020			Total Assessments per Unit			Units
	FY 2024	FY 2023	Percent Change	FY 2024	FY 2023	Percent Change	FY 2024	FY 2023	Percent Change	
SF	\$1,455.17	\$1,455.17	0.0%	\$324.03	\$324.03	0.0%	\$1,779.19	\$1,779.20	0.0%	39
MF	\$1,455.17	\$1,455.17	0.0%	\$282.39	\$282.39	0.0%	\$1,737.56	\$1,737.56	0.0%	654
										<b>693</b>

# **REGULAR MEETING**

# **Fifth Order of Business**

**5A**

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

The regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held Thursday, February 16, 2023 and called to order at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte, Florida 33948.

Present and constituting a quorum were:

Paul Falduto, Jr.	Chairman
Steve Horsman	Vice Chairman
Brian Bitgood	Assistant Secretary
Jeanne Teter	Assistant Secretary
Carmen Russo	Assistant Secretary

Also present were:

Robert Koncar	District Manager, Inframark
Michelle Egan	Project Manager, Inframark

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Falduto called the meeting to order, and Mr. Koncar called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

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

**FOURTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Mr. Falduto noted there were two comments from the audience.

The comments were inaudible.

Mr. Falduto stated we will answer those questions during the hurricane update agenda item.

**FIFTH ORDER OF BUSINESS**

**Comments from the Chairman**

Mr. Falduto commented on the following:

- The pool is open now and we have the Activities Director back.
- We had a soft opening on the lodge and expect during the next few weeks to be opening up more as time and repairs allow.

**SIXTH ORDER OF BUSINESS**

**Approval of the Consent Agenda**

**A. Approval of the Minutes of the January 26, 2023 Meeting**

**B. Financials and Check Register for January 31, 2023**

On MOTION by Mr. Horsman seconded by Ms. Teter with all in favor, the consent agenda was approved. 5-0
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**SEVENTH ORDER OF BUSINESS**

**Update on Hurricane Ian Cleanup**

Ms. Michelle Egan gave an update as follows:

- Contractors have been contacted for the tennis court repairs. A company is scheduled to meet with Ms. Egan next week. We cannot use the court right now.
- Pool fence material has been ordered.
- The wall - Our insurance company finally gave us their approval.
- Repairs for the building are not covered under FEMA because we have insurance for those.
- A flash email will be sent to residents who have a card for the fitness center indicating that each card will need to be readded due to damage to the system from the hurricane.

**EIGHTH ORDER OF BUSINESS**

**New Business/Manager's Report**

Mr. Koncar commented on issues with FEMA. FEMA has indicated there is a possibility that they are not going to fund the claim we submitted for removal of the debris. We are working several different avenues to get this approved.

The Board was asked to authorize the Chairman to execute a contract with outside legal counsel, if necessary, for a not to exceed amount of \$3,000 to pursue the FEMA claims and report back to the Board at the March Board meeting

On MOTION by Mr. Horsman seconded by Mr. Bitgood with all in favor, authorizing the Chairman to execute a contract with an outside legal counsel, if necessary, to pursue the FEMA claim, for a not to exceed amount of \$3,000 was approved. 5-0

Ms. Jackie Wells, Activities Coordinator, reported on ticket sales for the recent parties and activities coming up.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

- Ms. Teter reported we are very close to reopening the library.
- Mr. Bitgood inquired about the timeframe for working on the 2024 budget.
- Mr. Falduto stated we will start working on the next fiscal year budget beginning in March.

On MOTION by Mr. Bitgood, seconded by Mr. Horsman with all in favor, scheduling a budget workshop for 9 a.m. on March 16, 2023 before the regular meeting was approved. 5-0

**TENTH ORDER OF BUSINESS**

**Audience Comments**

Resident comments were received.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Teter, seconded by Mr. Horsman, with all in favor, the meeting was adjourned. 5-0

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Robert Koncar  
Secretary

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Paul Falduto, Jr.  
Chairman

**5B**



**HERITAGE OAK PARK**  
Community Development District

*Financial Report*

*February 28, 2023*

Prepared by



**Table of Contents**

**FINANCIAL STATEMENTS**

Balance Sheet - All Funds .....	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balance	
General Fund .....	Page 2 - 4
Debt Service Fund .....	Page 5
Capital Projects Fund .....	Page 6
Notes to the Financials .....	Page 7 - 8

**SUPPORTING SCHEDULES**

Non-Ad Valorem Special Assessment Report .....	Page 9
Activities Report .....	Page 10
Cash & Investment Report .....	Page 11
Bank Reconciliations .....	Page 12 - 13
Check Register by Fund .....	Page 14 - 15

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**HERITAGE OAK PARK**  
Community Development District

**Financial Statements**

(Unaudited)

**February 28, 2023**

**Balance Sheet**  
February 28, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	SERIES 2020 CAPITAL PROJECTS FUND	TOTAL
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 1,224,265	\$ -	\$ -	\$ 1,224,265
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable - Other	3,587	-	-	3,587
Allow -Doubtful Accounts	(1,328)	-	-	(1,328)
Assessments Receivable	1,328	-	-	1,328
Due From Other Gov'tl Units	8,570	-	-	8,570
Due From Other Funds	-	6,818	-	6,818
Investments:				
Money Market Account	52,600	-	-	52,600
Construction Fund	-	-	67,650	67,650
Reserve Fund	-	19,789	-	19,789
Revenue Fund	-	311,144	-	311,144
Prepaid Items	4,500	-	-	4,500
Deposits	8,200	-	-	8,200
<b>TOTAL ASSETS</b>	<b>\$ 1,301,922</b>	<b>\$ 337,751</b>	<b>\$ 67,650</b>	<b>\$ 1,707,323</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 28,954	\$ -	\$ -	\$ 28,954
Due To Other Funds	6,818	-	-	6,818
<b>TOTAL LIABILITIES</b>	<b>35,772</b>	<b>-</b>	<b>-</b>	<b>35,772</b>
<b><u>FUND BALANCES</u></b>				
<b>Nonspendable:</b>				
Prepaid Items	4,500	-	-	4,500
Deposits	8,200	-	-	8,200
<b>Restricted for:</b>				
Debt Service	-	337,751	-	337,751
Capital Projects	-	-	67,650	67,650
<b>Assigned to:</b>				
Operating Reserves	238,806	-	-	238,806
Reserves - Arbor	2,500	-	-	2,500
Reserves -Roads & Streetlights	195,496	-	-	195,496
Reserves - Roof	135,000	-	-	135,000
Reserves - Swimming Pools	26,239	-	-	26,239
<b>Unassigned:</b>	<b>655,409</b>	<b>-</b>	<b>-</b>	<b>655,409</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 1,266,150</b>	<b>\$ 337,751</b>	<b>\$ 67,650</b>	<b>\$ 1,671,551</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,301,922</b>	<b>\$ 337,751</b>	<b>\$ 67,650</b>	<b>\$ 1,707,323</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 BUDGET	FEB-23 ACTUAL
<b>REVENUES</b>							
Interest - Investments	\$ 4,800	\$ 2,000	\$ 1,690	\$ (310)	35.21%	\$ 400	\$ 502
FEMA Grants	-	-	8,570	8,570	0.00%	-	-
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	-	-
Room Rentals	500	-	-	-	0.00%	-	-
Recreational Activity Fees	53,200	5,000	3,927	(1,073)	7.38%	-	-
Special Assmnts- Tax Collector	1,008,433	930,000	928,767	(1,233)	92.10%	37,000	36,936
Special Assmnts- Discounts	(40,337)	(37,000)	(36,075)	925	89.43%	(1,100)	(1,085)
Other Miscellaneous Revenues	3,800	3,800	15,000	11,200	394.74%	-	-
Gate Bar Code/Remotes	1,200	420	393	(27)	32.75%	-	-
Access Cards	600	25	23	(2)	3.83%	-	-
Insurance Reimbursements	-	-	100,000	100,000	0.00%	-	-
<b>TOTAL REVENUES</b>	<b>1,035,196</b>	<b>905,745</b>	<b>1,023,795</b>	<b>118,050</b>	<b>98.90%</b>	<b>36,300</b>	<b>36,353</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
P/R-Board of Supervisors	12,000	5,000	4,000	1,000	33.33%	1,000	1,000
FICA Taxes	918	383	306	77	33.33%	77	77
ProfServ-Engineering	10,000	4,167	2,380	1,787	23.80%	833	2,160
ProfServ-Legal Services	6,000	2,500	2,380	120	39.67%	500	350
ProfServ-Mgmt Consulting	69,540	28,975	28,975	-	41.67%	5,795	5,795
ProfServ-Special Assessment	11,788	11,788	11,788	-	100.00%	-	-
ProfServ-Trustee Fees	3,704	3,704	3,704	-	100.00%	-	-
Auditing Services	4,700	4,700	4,700	-	100.00%	4,700	4,700
Communication/Freight - Gen'l	1,500	625	343	282	22.87%	125	91
Insurance - General Liability	7,835	7,835	6,452	1,383	82.35%	-	-
R&M-ADA Compliance	1,553	1,553	1,553	-	100.00%	-	-
Legal Advertising	1,100	189	189	-	17.18%	-	-
Miscellaneous Services	3,000	1,826	1,826	-	60.87%	250	1,784
Misc-Bank Charges	2,400	-	-	-	0.00%	-	-
Misc-Assessment Collection Cost	20,169	18,010	17,854	156	88.52%	730	717
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
<b>Total Administration</b>	<b>156,742</b>	<b>91,430</b>	<b>86,625</b>	<b>4,805</b>	<b>55.27%</b>	<b>14,010</b>	<b>16,674</b>
<b>Other Public Safety</b>							
R&M-Gate	3,500	292	225	67	6.43%	292	178
R&M-Gatehouse	1,000	-	-	-	0.00%	-	-
R&M-Security Cameras	3,600	-	-	-	0.00%	-	-
Capital Outlay	1,500	125	92	33	6.13%	125	92
<b>Total Other Public Safety</b>	<b>9,600</b>	<b>417</b>	<b>317</b>	<b>100</b>	<b>3.30%</b>	<b>417</b>	<b>270</b>
<b>Field</b>							
Contracts-Mgmt Services	135,661	56,525	56,525	-	41.67%	11,305	11,305
Contracts-Lake and Wetland	6,120	2,550	2,550	-	41.67%	510	510
Contracts-Landscape	91,784	38,243	38,243	-	41.67%	7,649	7,649
Contracts-Irrigation	49,188	20,495	20,890	(395)	42.47%	4,099	4,178
Utility - General	45,600	19,000	9,942	9,058	21.80%	3,800	2,706
Utility - Water & Sewer	13,600	6,600	5,282	1,318	38.84%	1,000	767
Insurance - General Liability	36,895	36,895	27,543	9,352	74.65%	-	-
R&M-Drainage	15,000	370	370	-	2.47%	-	-
R&M-Entry Feature	7,500	-	-	-	0.00%	-	-
R&M-Irrigation	31,400	13,083	9,248	3,835	29.45%	2,617	5,012
R&M-Lake	21,750	2,443	2,443	-	11.23%	-	-
R&M-Plant Replacement	12,000	-	-	-	0.00%	-	-

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 BUDGET	FEB-23 ACTUAL
R&M-Trees and Trimming	12,500	-	-	-	0.00%	-	-
R&M-Pumps	2,160	-	-	-	0.00%	-	-
Misc-Special Projects	10,930	5,300	5,300	-	48.49%	1,700	1,700
Misc-Hurricane Expense	5,000	5,000	336,962	(331,962)	6739.24%	-	71,797
Misc-Contingency	10,040	8,533	8,533	-	84.99%	382	382
Capital Outlay	25,560	500	500	-	1.96%	500	500
<b>Total Field</b>	<b>532,688</b>	<b>215,537</b>	<b>524,331</b>	<b>(308,794)</b>	<b>98.43%</b>	<b>33,562</b>	<b>106,506</b>
<b><u>Road and Street Facilities</u></b>							
R&M-Parking Lots	1,000	-	-	-	0.00%	-	-
R&M-Roads & Alleyways	4,000	-	-	-	0.00%	-	-
R&M-Sidewalks	15,000	-	-	-	0.00%	-	-
R&M-Streetlights	10,000	-	-	-	0.00%	-	-
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	15,369	9,075	9,075	-	59.05%	-	-
<b>Total Road and Street Facilities</b>	<b>63,369</b>	<b>9,075</b>	<b>9,075</b>	<b>-</b>	<b>14.32%</b>	<b>-</b>	<b>-</b>
<b><u>Parks and Recreation - General</u></b>							
Contracts-Mgmt Services	35,613	14,839	14,839	-	41.67%	2,968	2,968
Contracts-Janitorial Services	18,960	7,900	2,586	5,314	13.64%	1,580	2,586
Contracts-Pools	11,134	4,639	4,639	-	41.67%	928	928
Contracts-Pest Control	1,100	1,100	1,058	42	96.18%	-	-
Communication - Telephone	8,580	3,575	3,053	522	35.58%	715	613
R&M-Clubhouse	50,000	20,833	25,083	(4,250)	50.17%	4,167	6,055
R&M-Parks	15,000	6,250	4,116	2,134	27.44%	1,250	913
R&M-Pools	4,500	1,875	1,265	610	28.11%	375	63
R&M-Tennis Courts	2,000	-	-	-	0.00%	-	-
Miscellaneous Services	2,400	1,000	743	257	30.96%	200	75
Holiday Decoration	750	750	-	750	0.00%	-	-
Misc-Cable TV Expenses	4,560	1,900	2,184	(284)	47.89%	380	460
Office Supplies	3,000	1,250	1,064	186	35.47%	250	297
Op Supplies - General	6,000	550	505	45	8.42%	500	355
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay-Clubhouse	15,000	-	-	-	0.00%	-	-
Reserves- A/C	5,000	-	-	-	0.00%	-	-
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	-	-	-	0.00%	-	-
<b>Total Parks and Recreation - General</b>	<b>219,597</b>	<b>66,461</b>	<b>61,135</b>	<b>5,326</b>	<b>27.84%</b>	<b>13,313</b>	<b>15,313</b>
<b><u>Special Recreation Facilities</u></b>							
Miscellaneous Services	4,500	1,875	150	1,725	3.33%	375	-
Misc-Event Expense	21,000	8,750	5,434	3,316	25.88%	3,000	2,572
Misc-Social Committee	26,700	2,400	2,230	170	8.35%	2,225	2,132
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	100	38	62	7.60%	42	25
<b>Total Special Recreation Facilities</b>	<b>53,200</b>	<b>13,125</b>	<b>7,852</b>	<b>5,273</b>	<b>14.76%</b>	<b>5,642</b>	<b>4,729</b>
<b>TOTAL EXPENDITURES</b>	<b>1,035,196</b>	<b>396,045</b>	<b>689,335</b>	<b>(293,290)</b>	<b>66.59%</b>	<b>66,944</b>	<b>143,492</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 BUDGET	FEB-23 ACTUAL
Excess (deficiency) of revenues							
Over (under) expenditures	-	509,700	334,460	(175,240)	0.00%	(30,644)	(107,139)
Net change in fund balance	\$ -	\$ 509,700	\$ 334,460	\$ (175,240)	0.00%	\$ (30,644)	\$ (107,139)
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>931,690</b>	<b>931,690</b>	<b>931,690</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 931,690</b>	<b>\$ 1,441,390</b>	<b>\$ 1,266,150</b>				

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 BUDGET	FEB-23 ACTUAL
<b>REVENUES</b>							
Interest - Investments	\$ -	\$ -	\$ 2	\$ 2	0.00%	\$ -	\$ 1
Special Assmnts- Tax Collector	197,323	182,100	181,732	(368)	92.10%	7,310	7,170
Special Assmnts- Discounts	(7,893)	(7,007)	(7,059)	(52)	89.43%	(294)	(212)
<b>TOTAL REVENUES</b>	<b>189,430</b>	<b>175,093</b>	<b>174,675</b>	<b>(418)</b>	<b>92.21%</b>	<b>7,016</b>	<b>6,959</b>
<b>EXPENDITURES</b>							
<b>Administration</b>							
Misc-Assessment Collection Cost	3,946	3,499	3,493	6	88.52%	140	139
<b>Total Administration</b>	<b>3,946</b>	<b>3,499</b>	<b>3,493</b>	<b>6</b>	<b>88.52%</b>	<b>140</b>	<b>139</b>
<b>Debt Service</b>							
Principal Debt Retirement	128,777	-	-	-	0.00%	-	-
Interest Expense	69,135	34,567	34,567	-	50.00%	-	-
<b>Total Debt Service</b>	<b>197,912</b>	<b>34,567</b>	<b>34,567</b>	<b>-</b>	<b>17.47%</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>201,858</b>	<b>38,066</b>	<b>38,060</b>	<b>6</b>	<b>18.85%</b>	<b>140</b>	<b>139</b>
Excess (deficiency) of revenues Over (under) expenditures	(12,428)	137,027	136,615	(412)	-1099.25%	6,876	6,820
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance	(12,428)	-	-	-	0.00%	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(12,428)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (12,428)	\$ 137,027	\$ 136,615	\$ (412)	-1099.25%	\$ 6,876	\$ 6,820
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>201,136</b>	<b>201,136</b>	<b>201,136</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ 188,708</b>	<b>\$ 338,163</b>	<b>\$ 337,751</b>				



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 BUDGET	FEB-23 ACTUAL
<b>REVENUES</b>							
Interest - Investments	\$ -	\$ -	\$ 4	\$ 4	0.00%	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>4</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	4	4	0.00%	-	-
Net change in fund balance	\$ -	\$ -	\$ 4	\$ 4	0.00%	\$ -	\$ -
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>-</b>	<b>-</b>	<b>67,646</b>				
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,650</b>				

**Notes to the Financial Statements**  
February 2023

**Financial Overview / Highlights**

- ▶ Total General Fund revenues are at approximately 98.9% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 66.6% of the Annual Budget.

**Balance Sheet**

Account Name	Annual Budget	YTD Actual	Explanation
<b>Assets</b>			
Accounts Receivable-Other		3,587	Expenditures waiting on reimbursements.
Allowance-Doubtful Accounts		(1,328)	Allowance for assessments uncollected from FY 2013.
Assessments Receivable		1,328	Assessments uncollected from FY 2013.
Due From Other Gov'tl Units		8,570	Hurricane Ian September storm cleanup invoices to be reimbursed by FEMA.
Due From Other Funds		6,818	Due from General Fund to Debt Service.
Prepaid Items		4,500	Entertainment in 2023, Truist credit card payment.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
<b>Liabilities</b>			
Accounts Payable		28,954	Invoices for current month but not paid in current month.
Due to Other Funds		6,818	Due from General Fund to Debt Service.

**Variance Analysis**

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
<b>General Fund 001</b>				
<b>Revenues</b>				
Interest Income	4,800	1,690	35.21%	Interest Income on Operating Accounts and Money Market Acct.
Interlocal Agreement	3,000	1,500	50.00%	Paid 1st and 2nd quarter.
Special Assessments-Tax Collector	1,008,433	928,767	92.10%	Collections were at 92.1% at this time last year.
Other Misc Revenue	3,800	15,000	394.74%	HOPCA quarterly irrigation invoice for 1st and 2nd quarter.
Insurance Reimbursements	-	100,000	N/A	PGIT insurance reimbursement for property damage in Hurricane Ian.
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Legal Services	6,000	2,380	39.67%	Legal services include preparing for FEMA/FDEM reports.
ProfServ-Special Assessment	11,788	11,788	100.00%	Assessment roll preparation fees.
ProfServ-Trustee Fees	3,704	3,704	100.00%	Trustee fees paid for year.
Auditing Services	4,700	4,700	100.00%	Audit is final and paid in full.
Insurance-General Liability	7,835	6,452	82.35%	Insurance paid in full for year.
R&M-ADA Compliance	1,553	1,553	100.00%	Webhosting paid in full for the year.
Miscellaneous Services	3,000	1,826	60.87%	IMS charges for copies and Holiday employee gift cards.
<b><u>Field</u></b>				
Contracts-Irrigation	49,188	20,890	42.47%	Maintenance increased more than anticipated. Will increase budget next year.
Insurance - General Liability	36,895	27,543	74.65%	Insurance paid in full for year.
Misc-Special Projects	10,930	5,300	48.49%	Remove 6 loads of debris from parking lot and take to landfill for storm cleanup.
Misc-Hurricane Expense	5,000	336,962	6739.24%	Hurricane Ian storm cleanup invoices to be reimbursed by FEMA & PGIT.
Misc-Contingency	10,040	8,533	84.99%	Misc supplies, power washer fuel, UTV (to be reimbursed by Req).

**Notes to the Financial Statements**  
February 2023

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
<b>Expenditures (con't)</b>				
<b><u>Road &amp; Street</u></b>				
Reserves-Roads & Streetlights	15,369	9,075	59.05%	Repair Bent Oak streetlight breaker panel, replace 6 streetlight poles/heads and lift rental.
<b><u>Parks &amp; Recreation</u></b>				
Contracts-Pest Control	1,100	1,058	96.18%	Pest control and subterranean paid for year.
R&M-Clubhouse	50,000	25,083	50.17%	Fire inspection, service calls for cameras, emerge system, exit light, reset NVR, parking lot signs, lodge safety fence, monitoring, deposit for Lodge repairs (\$17,019), replace Commercial Access Control.
Misc-Cable TV Expenses	4,560	2,184	47.89%	Comcast cable-increased services more than budgeted.
<b>Debt Service Fund 203</b>				
<b>Revenues</b>				
Special Assessments-Tax Collector	197,323	181,732	92.10%	Collections were at 92.1% at this time last year.
<b>Expenditures</b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	128,777	-	0.00%	Payment will be made in May.
Interest Expense	69,135	34,567	50.00%	Next payment to be made in May

## **HERITAGE OAK PARK**

Community Development District

### **Supporting Schedules**

**February 28, 2023**

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector**  
**Monthly Collection Distributions**  
**For the Fiscal Year Ending September 30, 2023**

					ALLOCATION	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,205,753	\$1,008,433	\$197,320
Allocation %				100%	84%	16%
11/04/22	\$ 34,984	\$ 1,458	\$ 714	\$ 37,156	\$ 31,051	\$ 6,105
11/10/22	9,808	409	200	10,417	8,724	1,693
11/17/22	19,616	817	400	20,834	17,447	3,387
11/23/22	29,765	1,240	607	31,612	26,440	5,173
12/01/22	232,874	9,703	4,753	247,330	206,755	40,575
12/08/22	173,395	7,225	3,539	184,158	154,120	30,038
12/15/22	376,528	15,689	7,684	399,901	334,422	65,478
01/12/23	127,096	5,296	2,594	134,985	112,873	22,112
02/09/23	41,952	1,297	856	44,106	36,936	7,169
<b>TOTAL</b>	<b>\$ 1,046,018</b>	<b>\$ 43,134</b>	<b>\$ 21,347</b>	<b>\$ 1,110,499</b>	<b>\$ 928,767</b>	<b>\$ 181,732</b>
% COLLECTED				92%	92%	92%
<b>TOTAL OUTSTANDING</b>				<b>\$ 95,254</b>	<b>\$ 79,666</b>	<b>\$ 15,589</b>

# HERITAGE OAK PARK

## Community Development District

### Activities Fund Deposits

#### Deposit

Date	Amount	Poolside Lunch	Morning Coffee Social	St Johns River Boat Tour	Craft Fair	Hallo ween Party	Community Cook Book	Holiday Party	New Year's Eve	Comedy Club	Mike Imbasciani	Lover's Lane Party	Wild, Wild West Party
10/25/22 Refund	(\$5,918)			(\$5,918)									
10/25/22 Deposit	\$405				\$405								
10/25/22 Refund	(\$440)				(\$440)								
11/01/22 Deposit	\$7,345	\$722		\$5,918			\$705						
01/31/23 Deposit	\$150						\$150						
01/31/23 Deposit	\$2,385										\$2,385		
<b>Total</b>	<b>\$3,927</b>	<b>\$722</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$35)</b>	<b>\$0</b>	<b>\$855</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,385</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses</b>	<b>(\$7,664)</b>	<b>(\$63)</b>	<b>(\$36)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$110)</b>	<b>(\$1,127)</b>	<b>(\$200)</b>	<b>(\$100)</b>	<b>(\$325)</b>	<b>(\$4,164)</b>	<b>(\$600)</b>	<b>(\$940)</b>
<b>Profit / (Loss)</b>	<b>(\$3,737)</b>	<b>\$660</b>	<b>(\$36)</b>	<b>\$0</b>	<b>(\$35)</b>	<b>(\$110)</b>	<b>(\$272)</b>	<b>(\$200)</b>	<b>(\$100)</b>	<b>(\$325)</b>	<b>(\$1,779)</b>	<b>(\$600)</b>	<b>(\$940)</b>
<b>Other Expenses</b>	<b>(\$187)</b>												
<b>Total Profit / (Loss)</b>	<b>(\$3,924)</b>												

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Reserve Balance-Beginning	9,191	9191	7088	-	-	-	-
Revenue	39,654	43,189	47,790	31,238	5,994	40,206	3,927
Expenses	35,643	46,362	64,189	34,114	8,371	43,202	7,851
Profit(Loss)	4,011	(3,173)	(16,399)	(2,876)	(2,377)	(2,995)	(3,924)

Notes: Revenue and Expenses are per financial statements

**Cash and Investment Report**  
February 28, 2023

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
<b>GENERAL FUND</b>			
Operating Checking Account	BankUnited	0.00%	\$1,100,926
Operating Checking Account	Valley Bank	4.00%	\$123,339
	<b>Subtotal</b>		<b>\$1,224,265</b>
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	3.00%	\$52,600
<b>DEBT SERVICE FUND</b>			
Series 2020 Reserve Fund	US Bank	0.00%	\$19,789
Series 2020 Revenue Fund	US Bank	0.00%	\$311,144
	<b>Subtotal</b>		<b>\$330,934</b>
<b>CAPITAL PROJECTS FUND</b>			
Series 2020 Construction Fund	US Bank	0.00%	\$67,650
	<b>Grand Total</b>		<b>\$1,675,648</b>

# Heritage Oak Park CDD

## Bank Reconciliation

Bank Account No. 7282 Bank United GF  
Statement No. 02-23A  
Statement Date 2/28/2023

G/L Balance (LCY)	1,100,925.97	Statement Balance	1,112,151.01
G/L Balance	1,100,925.97	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	1,112,151.01
Subtotal	1,100,925.97	Outstanding Checks	11,225.04
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	1,100,925.97	Ending Balance	1,100,925.97
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
3/20/2020	Payment	2297	BRAD WARREN	36.00	0.00	36.00
12/10/2021	Payment	2949	COMCAST	353.67	0.00	353.67
3/10/2022	Payment	3040	PRECISION GATE & SECURITY, INC	393.75	0.00	393.75
11/3/2022	Payment	3251	JULLIAN DIBLASI	35.00	0.00	35.00
11/3/2022	Payment	3257	PATRICIA BENJAMIN	35.00	0.00	35.00
11/3/2022	Payment	3262	TAMMY NENADOVICH	35.00	0.00	35.00
1/31/2023	Payment	3332	FPL	22.19	0.00	22.19
2/6/2023	Payment	3336	PAUL FALDUTO	1,031.01	0.00	1,031.01
2/15/2023	Payment	3355	PAUL FALDUTO	600.00	0.00	600.00
2/22/2023	Payment	3364	PIPEDREAM PLUMBING OF SW FL, INC	185.00	0.00	185.00
2/22/2023	Payment	3365	PRECISION GATE & SECURITY, INC	718.20	0.00	718.20
2/27/2023	Payment	3366	ARTISTREE LANDSCAPE	7,648.69	0.00	7,648.69
2/27/2023	Payment	3367	FEDEX	41.77	0.00	41.77
2/27/2023	Payment	3368	JACQUELINE WELLS	89.76	0.00	89.76
Total Outstanding Checks.....				11,225.04		11,225.04



## Heritage Oak Park CDD

### Bank Reconciliation

Agenda Page 49

**Bank Account No.** 0663 Valley Bank  
**Statement No.** 02-23  
**Statement Date** 2/28/2023

<b>G/L Balance (LCY)</b>	123,338.85	<b>Statement Balance</b>	123,338.85
<b>G/L Balance</b>	123,338.85	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	123,338.85
<b>Subtotal</b>	123,338.85	<b>Outstanding Checks</b>	0.00
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	123,338.85	<b>Ending Balance</b>	123,338.85
<b>Difference</b>	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 02/01/23 to 02/28/23  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	3333	02/06/23	CENTURYLINK	01192023-8717	ACCT# 311078717 01/19/23-02/18/23	Communication - Telephone	541003-57201	\$612.04
001	3334	02/06/23	FEDEX	8-024-20929	SERVICE FOR 01/20/23	Communication/Freight - Gen'l	541001-51301	\$18.36
001	3335	02/06/23	GREATAMERICA FINANCIAL SVCS	33262980	COPIER LEASE FOR 01/23	Office Supplies	551002-57201	\$104.86
001	3336	02/06/23	PAUL FALDUTO	02012022	REIMB BAL FOR MIKE IMBASCANI PARTY	Mike Imbasciani Party-01/28/23	549022-57501	\$1,000.00
001	3336	02/06/23	PAUL FALDUTO	02012022	REIMB POLARIS GAS	Gas for Polaris	549900-53901	\$31.01
001	3337	02/06/23	PERSSON, COHEN & MOONEY, P.A.	3098	LEGAL SERVICE FOR 01/23	ProfServ-Legal Services	531023-51401	\$140.00
001	3338	02/06/23	TODD PROA	95227498	02/23 MONTHLY POOL SERVICE	Pool Perfect	546074-57201	\$63.04
001	3338	02/06/23	TODD PROA	95227498	02/23 MONTHLY POOL SERVICE	Contracts-Pools	534078-57201	\$927.84
001	3338	02/06/23	TODD PROA	95227324	01/23 MONTHLY POOL SERVICE	Pool Perfect	546074-57201	\$63.04
001	3338	02/06/23	TODD PROA	95227324	01/23 MONTHLY POOL SERVICE	Contracts-Pools	534078-57201	\$927.84
001	3341	02/07/23	70 IN THE SHADE AWNINGS INC	01112023	NEW SUNSETTER POOL AWNING - BALANCE	w/All Weather Warranty and Windsensor	546066-57201	\$2,862.00
001	3342	02/07/23	GRAU & ASSOCIATES	23540	AUDIT FYE 09/30/22	Auditing Services	532002-51301	\$4,700.00
001	3343	02/07/23	SECURITY ALARM CORPORATION	270491	MONITORING FOR 02/08/23-05/07/23	Comm-Fire-Basic	546015-57201	\$89.88
001	3344	02/09/23	BOBBY CARLSON	02072023	ENTERTAINMENT FOR WILD, WILD WEST PARTY	Deposit for Feb 2023 Party - 2.25.23	549022-57501	\$750.00
001	3348	02/09/23	PENNONI ASSOCIATES INC	1155647	PROFESSIONAL SERVICES THROUGH 01/29/23	Add'l Time-Limited Struct Assess	531013-51501	\$2,160.00
001	3349	02/14/23	ARTISTREE LANDSCAPE	169940	10/11/22 HURRICANE IAN GENERAL STORM CLEANUP-PGIT	PGIT	549053-53901	\$1,700.00
001	3350	02/14/23	MAINSCAPE	1284216	01/23 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$5,011.69
001	3351	02/14/23	ARTISTREE LANDSCAPE	168799	01/23 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,648.69
001	3352	02/14/23	ELECTRICAL SOLUTIONS OF SW	8603	RPL BROKEN LIGHTS-HURRICANE REPAIRS (PGIT)	Hurricane Repairs (PGIT)	549067-53901	\$2,889.00
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,795.00
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-53901	\$11,305.08
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-57201	\$2,967.75
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	Miscellaneous Services	549001-51301	\$9.05
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	Communication/Freight - Gen'l	541001-51301	\$10.83
001	3353	02/15/23	INFRAMARK, LLC	89820	01/23 MANAGEMENT SERVICES	Miscellaneous Services	549001-51301	\$8.33
001	3354	02/15/23	MAINSCAPE	1283709	02/23 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$4,178.00
001	3355	02/15/23	PAUL FALDUTO	02142023	REIMB FOR LOVER'S LANE PARTY 2.11.23	Misc-Event Expense	549022-57501	\$600.00
001	3356	02/15/23	STAPLES CREDIT PLAN	01272023-7190	PURCHASES FOR 12/28/22-01/27/23	Copy Paper	551002-57201	\$68.47
001	3356	02/15/23	STAPLES CREDIT PLAN	01272023-7190	PURCHASES FOR 12/28/22-01/27/23	Office Supplies	551002-57201	\$75.26
001	3357	02/15/23	BIANCHI CONSTRUCTION AND REMODELING	02082023	DEPOSIT-REPAIR GAZEBO & EXT WOODWORK-PGIT	Deposit for Repair Gazebo (PGIT)	549067-53901	\$24,762.87
001	3358	02/15/23	SECURITY ALARM CORPORATION	273497	COMMERCIAL ACCESS CONTROL INSTALLATION-PGIT	New Emerge System (PGIT)	546015-57201	\$5,663.55
001	3361	02/17/23	COVERALL OF FT. MYERS	1160278894	CLEANING SERVICE 02/11-02/28/23	Contracts-Janitorial Services	534026-57201	\$1,086.25
001	3362	02/17/23	UNLIMITED RESTORATION SPECIALISTS, INC	SI-21872	WATER MITIGATION-CLUBHOUSE (PGIT)	Hurricane Restoration (PGIT)	549067-53901	\$47,034.18
001	3363	02/22/23	GREATAMERICA FINANCIAL SVCS	33465179	COPIER LEASE FOR 02/23	Office Supplies	551002-57201	\$104.86
001	3364	02/22/23	PIPEDREAM PLUMBING OF SW FL, INC	10092	INSTALL URINAL IN POOL BATH	R&M-Parks	546066-57201	\$185.00
001	3365	02/22/23	PRECISION GATE & SECURITY, INC	2676	NEW LED LIGHT STRIPS (4) FOR GATE	To be Reimbursed by Contractor who hit Gate	103000	\$718.20
001	3366	02/27/23	ARTISTREE LANDSCAPE	169430	02/23 MONTHLY GROUNDS MAINT	Contracts-Landscape	534050-53901	\$7,648.69
001	3367	02/27/23	FEDEX	8-045-51973	SERVICE FOR 02/09/23-02/16/23	Communication/Freight - Gen'l	541001-51301	\$41.77
001	3368	02/27/23	JACQUELINE WELLS	021423	DECORATIONS FOR THE WILD, WILD WEST PARTY	Misc-Event Expense	549022-57501	\$89.76
001	DD00635	02/02/23	CHARLOTTE COUNTY UTILITIES	01122023-101597 ACH	26307-101597 12/07/22-01/10/23	Utility - Water & Sewer	543021-53901	\$2,265.22
001	DD00636	02/02/23	CHARLOTTE COUNTY UTILITIES	01122023-080703 ACH	26307-080703 12/07/22-01/10/23	Utility - Water & Sewer	543021-53901	\$79.07
001	DD00637	02/07/23	FPL	01232023-03218 ACH	ACCT# 01784-03218 12/21/22-01/23/23	Utility - General	543001-53901	\$49.92
001	DD00638	02/07/23	FPL	01232023-29333 ACH	ACCT# 90419-29333 12/21/22-01/23/23	Utility - General	543001-53901	\$61.98
001	DD00639	02/07/23	FPL	01232023-32211 ACH	ACCT# 94620-32211 12/21/22-01/23/23	Utility - General	543001-53901	\$59.82
001	DD00640	02/07/23	FPL	01232023-59344 ACH	ACCT# 96809-59344 12/21/22-01/23/23	Utility - General	543001-53901	\$85.14
001	DD00641	02/07/23	FPL	01232023-85535 ACH	ACCT# 92945-85535 12/21/22-01/23/23	Utility - General	543001-53901	\$79.20
001	DD00642	02/07/23	FPL	01232023-88335 ACH	ACCT# 87070-88335 12/21/22-01/23/23	Utility - General	543001-53901	\$1,438.06
001	DD00643	02/07/23	FPL	01232023-90214 ACH	ACCT# 65998-90214 12/21/22-01/23/23	Utility - General	543001-53901	\$27.82
001	DD00644	02/07/23	FPL	01232023-93219 ACH	ACCT# 25921-93219 12/21/22-01/23/23	Utility - General	543001-53901	\$143.66
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Office Meeting Coffee	549001-57201	\$20.00
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Parts for Polaris - to be Reimb through Req	115125	\$796.43
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Coffee for Act Office Bday	549001-57501	\$18.83
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Installation for Parts on Polaris - to be Reimb	115125	\$604.77
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Mirror for Polaris	549900-53901	\$191.65
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Refund for Mirror	549900-53901	(\$191.65)
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Christmas Bonus from BOS for Employee	549001-57201	\$104.94
001	DD00646	02/04/23	VALLEY NATIONAL BANK	01092023-7986 ACH	01/09/23 STATEMENT PURCHASES	Christmas Bonus from BOS for Employee	549001-57201	\$504.94
001	DD00650	02/17/23	COMCAST	01262023-4227 ACH	ACCT# 8535100601234227 01/30/23-02/28/23	Misc-Cable TV Expenses	549039-57201	\$459.68
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	ACT Office	551002-57501	\$12.50
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Gate Access Program	549043-52901	\$91.91

**HERITAGE OAK PARK**

Community Development District

**Payment Register by Fund  
For the Period from 02/01/23 to 02/28/23  
(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	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Deposit for New Polaris-to be Paid Back w/Req	564043-53901	\$500.00
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Ring Protect Plus Dec22-Dec23	546015-57201	\$107.00
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Supplies	552001-57201	\$105.35
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Employee Christmas Bonus	549001-53901	\$504.94
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Employee Christmas Bonus	549001-53901	\$504.94
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Employee Christmas Bonus	549001-53901	\$504.94
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Employee Christmas Bonus	549001-53901	\$504.94
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Employee Christmas Bonus	549001-53901	\$260.53
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Lime Green Tape	546066-53901	\$21.28
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Trash Bags	552001-57201	\$18.29
001	DD00658	02/01/23	TRUIST BANK	01022023-8114 ACH	01/02/23 STATEMENT PURCHASES	Supplies	546015-57201	\$17.02
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Kitchen Supplies	546015-57201	\$96.39
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	ACT Office	551002-57501	\$12.50
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Pens, Planner Stickers, Mouse	551002-57201	\$22.98
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Toilet Tissue	552001-57201	\$73.13
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Gate Remotes	546034-52901	\$177.79
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Scissors, Febreze	546015-57201	\$20.89
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Kitchen Supplies	552001-57201	\$157.84
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Trailer, Storage Tank-to be Reimb by Req	115125	\$979.70
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	WeatherLink Pro Device Upgrade 1yr	546066-57201	\$47.40
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Return Scissors, Febreze	546015-57201	(\$20.89)
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Bocce Board	546066-57201	\$177.94
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Laptop Briefcase	551002-57201	\$25.67
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Gas	549900-53901	\$68.18
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Gas	549900-53901	\$39.01
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Kitchen Supplies	546015-57201	\$80.91
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Lunch for Construction Workers	549001-57201	\$75.06
001	DD00659	02/27/23	TRUIST BANK	02022023-8114 ACH	02/02/23 STATEMENT PURCHASES	Gas	549900-53901	\$17.47
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Supplies	549900-53901	\$71.52
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Bocce	546066-57201	\$79.09
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Pool Sign Post	546066-57201	\$171.98
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Shelf Brackets, Cable Ties, Bleach, Ortho	549900-53901	\$83.25
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Hitch for Polaris	549900-53901	\$34.96
001	DD00660	02/27/23	HOME DEPOT CREDIT SERVICES	02052023-6325	PURCHASES FOR 01/05/23-02/04/23	Supplies	549900-53901	\$36.40
001	3339	02/08/23	CARMEN RUSSO	PAYROLL	February 08, 2023 Payroll Posting			\$184.70
001	3340	02/08/23	JEANNE M. TETER	PAYROLL	February 08, 2023 Payroll Posting			\$184.70
001	DD00647	02/08/23	PAUL J. FALDUTO , JR	PAYROLL	February 08, 2023 Payroll Posting			\$184.70
001	DD00648	02/08/23	BRIAN R. BITGOOD	PAYROLL	February 08, 2023 Payroll Posting			\$184.70
001	DD00649	02/08/23	STEPHEN R. HORSMAN	PAYROLL	February 08, 2023 Payroll Posting			\$184.70
001	DD00651	02/21/23	PAUL J. FALDUTO , JR	PAYROLL	February 21, 2023 Payroll Posting			\$184.70
001	DD00652	02/21/23	BRIAN R. BITGOOD	PAYROLL	February 21, 2023 Payroll Posting			\$184.70
001	DD00653	02/21/23	STEPHEN R. HORSMAN	PAYROLL	February 21, 2023 Payroll Posting			\$184.70
001	DD00654	02/21/23	CARMEN RUSSO	PAYROLL	February 21, 2023 Payroll Posting			\$184.70
001	DD00655	02/21/23	JEANNE M. TETER	PAYROLL	February 21, 2023 Payroll Posting			\$184.70
<b>Fund Total</b>								<b>\$157,876.54</b>

**SERIES 2020 DEBT SERVICE FUND - 203**

203	3345	02/09/23	HERITAGE OAK PARK	020323-DSXFR 2020	FY 2023 ASSESSMENT RECEIPTS	Due to Other Funds	131000	\$166,804.49
<b>Fund Total</b>								<b>\$166,804.49</b>

<b>Total Checks Paid</b>	<b>\$324,681.03</b>
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