

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

The workshop and regular meetings of the Board of Supervisors of the Heritage Oak Park Community Development District were held Thursday, April 20, 2023 and called to order at 9:00 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
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.*

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

**WORKSHOP MEETING**

- **Discussion of Fiscal Year 2024 Operations and Maintenance Budget**
- **Proposed Budget for Fiscal Year 2024 v2a**
- **Proposed Budget for Fiscal Year 2024 v2b**

A discussion ensued concerning a potential increase in assessments to recover costs for hurricane expenditures. A potential increase of \$200 in annual assessments was discussed.

*The record will reflect Mr. Horsman left the meeting.*

On MOTION by Mr. Russo seconded by Ms. Teter with all in favor, the workshop meeting was adjourned. 3-0
--

**REGULAR MEETING**

The regular meeting of the Board of Supervisors of the Heritage Oak Park Community Development District was held Wednesday, April 20, 2023 and called to order at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte, Florida 33948.

**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.

**Motion to Amend the Agenda**

**Agenda Additions to be discussed under agenda item 6, New Business:**

- D. Landscape contract.**
- E. Restoration company contract.**

On MOTION by Mr. Horsman seconded by Mr. Russo with all in favor, amending today’s meeting agenda by adding two items under Item 6, New Business as item 6 D, landscape contract and item 6 E, restoration company contract, was approved. 4-0

**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**

**Comments from the Chairman**

Mr. Falduto commented on the following:

- We are moving forward on our repairs from Hurricane Ian.
- Insurance Company update.
- The pool aerobics will continue; however, the pool can no longer be reserved for pool aerobics. The pool will be open for the general use of the public from dusk to dawn on a daily basis.

**FIFTH ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. Approval of the Minutes of the March 16, 2023 Meeting**
- B. Financials and Check Register for March 31, 2023**

On MOTION by Mr. Horsman seconded by Ms. Teter with all in favor, the consent agenda was approved. 4-0

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Board Member Resignation**

Mr. Bitgood has submitted his resignation to the Board and his loss will be significant to the Board and to the Park.

On MOTION by Ms. Teter seconded by Mr. Horsman with all in favor, the resignation submitted to the Board by Mr. Bitgood was accepted . 4-0

**B. Declaring Seat #1 Vacant, Expires 11/24**

**C. Process for Filling Vacant Seat**

At this time, the Board has the discretion to appoint anyone that they feel is qualified, someone who meets all statute requirements for serving as a Board member, and who meets with Board established requirements.

It was recommended to the Board to request that interested parties submit their resume to the Board with a brief note indicating their interest in filling the vacant seat, seat 1.

Mr. Falduto recommended discussing any resumes submitted to the Board at the June 15<sup>th</sup> board meeting.

On MOTION by Ms. Teter seconded by Mr. Horsman with all in favor, submitted resumes from interested residents for consideration to serve on the Board of Supervisors, serving in vacant seat 1, which expires in November, 2024 will be discussed at the June 15, 2023 regular Board meeting. Resumes to be submitted no later than June 6, 2023 at 5:00 P.M.

On MOTION by Mr. Horsman seconded by Ms. Teter with all in favor, declaring Board of Supervisors seat #1, which expires in November 2024, vacant, was approved. 4-0

**D. Landscape Contract**

Mr. Falduto commented on a notice received from the President of Artistry who informed the District that they have decided they will no longer be coming this far

south to do landscaping anymore. We were informed that as of May 31, 2023 they will no longer be doing landscaping in Heritage Oak Park.

On MOTION by Ms. Teter seconded by Mr. Russo with all in favor, authorization for the Chairman to execute a contract for landscape services with Mainscape at a cost of not to exceed the amount of \$31,000 with a contract start date of June 1, 2023 through September 30, 2023, subject to legal sign off was approved. 4-0

The Board thanked Ms. Egan for her hard work with organizing a smooth transition between landscaping companies.

Mr. Horseman advised all residents that Artistry will not be cutting the grass anywhere at HOPCA, HOPCDD, the Condos and the entire park. This is not just a CDD issue.

**E. Restoration Contract**

On MOTION by Ms. Teter seconded by Mr. Russo with all in favor, allowing the Chairman and Staff to investigate new restoration companies and bring back a recommendation to the May Board meeting was approved. 4-0

**SEVENTH ORDER OF BUSINESS**

**Managers Report**

**A. Consideration of Acceptance of the Fiscal Year 2022 Audit Report**

Mr. Koncar directed the Board to agenda page 109 and 110 of today’s agenda package which is the Management Letter which outlines any findings or deficiencies in the District accounting processes and there were none noted. The audit was recommended for acceptance.

On MOTION by Mr. Russo seconded by Ms. Teter with all in favor, the fiscal year 2022 audit report was accepted. 4-0

**Update from Ms. Egan**

- Ms. Egan noted the pool will be closed on May 12<sup>th</sup> and May 13<sup>th</sup>.
- Light poles that were down and replaced, they are being moved this week and next week.
- Tennis court fence and lights.
- Website has been rebuilt.
- We are working on the awning.
- Pool lift.

**Ms. Wells reported on events.**

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Teter reported the library is open and everything is going great.

Mr. Russo noted the food truck event was a big success, except for the wait. He suggested having more trucks available for the next food truck event.

Mr. Horsman noted we appreciate all Ms. Egan does as there are a lot of things happening at one time.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

None.

**TENTH ORDER OF BUSINESS**

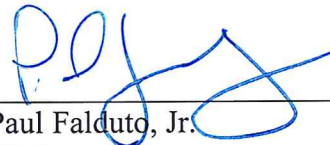
**Adjournment**

There being no further business,

On MOTION by Mr. Horsman seconded by Mr. Russo, with all in favor, the meeting was adjourned. 4-0



Robert Koncar  
Secretary



Paul Falduto, Jr.  
Chairman