

**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, June 1, 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
Vincent Scotto	Assistant Secretary
Jeanne Teter	Assistant Secretary
Carmen Russo	Assistant Secretary

Also present were:

Robert Koncar	District Manager, Inframark
Michelle Egan	Project Manager, Inframark
Ms. Wells	Activities Director

*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**

**Audience Comments on Agenda Items**

There were no comments.

**FOURTH ORDER OF BUSINESS**

**Comments from the Chairman**

Mr. Falduto reported the pool is being treated and we hope to have it open early tomorrow morning. He also commented on the following repairs; the tennis court fence, the window for the sports bar and lanai screening, and the wall.

**FIFTH ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. Approval of the Minutes of the April 20, 2023 Meeting**
- B. Financials and Check Register for April 30, 2023**

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

**SIXTH ORDER OF BUSINESS**

**New Business**

- A. Discussion of Filling the Vacant Seat #1**

On MOTION by Mr. Horsman seconded by Ms. Teter with all in favor, voting to fill the currently vacant Board seat was approved. 4-0

Mr. Falduto noted Mr. Brian Bitgood retired after many years on the board and he will be missed. Interested residents were asked to submit an application, and two were received. Ballots for the purpose of voting were provided to the Supervisors.

The results from the ballots indicated that Mr. Vincent Scotto was selected to serve out the term of Mr. Bitgood who served in seat #1, with a termination date of November, 2024.

On MOTION by Mr. Horsman seconded by Ms. Teter with all in favor, appointing Mr. Vincent Scotto to occupy seat #1, which has a termination date of November 2024 was approved. 4-0

Mr. Koncar being a notary of the State of Florida administered the oath of office to Mr. Scotto.

- B. Landscaping**

- **Mainscape Agreement**
- **12 Month Matrix**

On MOTION by Ms. Teter seconded by Mr. Russo with all in favor, the Mainscape Agreement for landscaping services for a 12 month period, subject to legal sign off was approved. 5-0

**SEVENTH ORDER OF BUSINESS**

**Managers Report**

- A. Presentation of the Fiscal Year 2023/2024 Proposed Budget**
  - i. Consideration of Resolution 2023-01 Approving the Fiscal Year 2023/2024 Proposed Budget and Setting the Public Hearing**

The tentative fiscal Year 2023/2024 budget was included in today's agenda package. This budget would increase assessments by 13.7% if the Board approves it today. Once the Board approves a tentative budget, a public hearing will be held sixty days after this meeting, which is scheduled for August 17, 2023. At that meeting the Board will consider the final adoption of the budget.

The importance of adopting the tentative budget is the budget cannot increase assessments beyond what level is set today, but the assessments can be reduced. The chart on page 63 of the agenda package shows the comparison on the assessment rates and the proposed increase would be 13.7% or \$200 per resident, per year. If the Board approves this as the tentative budget, letters will be sent out to all residents letting them know when the public hearing date is, how much the increase will impact them and any other details on the budget. The final adoption will be considered at the August 17, 2023 meeting.

On MOTION by Mr. Horsman seconded by Mr. Russo with all in favor, Resolution 2023-01 approving the fiscal year 2023/2024 proposed budget and setting the public hearing for August 17, 2023 at 10:00 a.m. at the Heritage Oak Park Lodge, was adopted. 5-0

Board members commented on the budget and assessments.

**ii. Number of Registered Voters in the District – 727**

**iii. Consideration of an Increase for the District Attorney's Hourly Rate**

A letter requesting an increase was submitted to the District Manager by District Counsel. Their current hourly rate is \$280 per hour and a 5% increase to \$290 per hour was requested.

On MOTION by Mr. Horsman seconded by Mr. Russo with all in favor, the hourly rate increase from \$280 per hour to \$290 per hour was approved. 5-0

Ms. Michelle Egan commented on the following items:

- The back wall. We are finally approved for our permit.
- District website.
- Irrigation
- Tennis court fence.

Ms. Wells noted the activities have been very successful.

Mr. Falduto thanked Ms. Wells for her idea on the free lunches for veterans yesterday.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

- Mr. Falduto welcomed Supervisor Scotto to the Board.
- Mr. Horsman reported there will be no downtime for the grass cutting.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

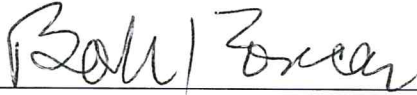
Resident comments were received.

**ELEVENTH ORDER OF BUSINESS**

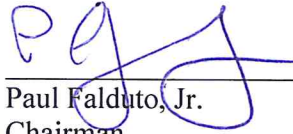
**Adjournment**

There being no further business,

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



Robert Koncar  
Secretary



Paul Falduto, Jr.  
Chairman