

**HERITAGE OAK PARK
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE FOR THE
MARCH 21, 2024
BUDGET 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 14, 2024

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 Community Development District will be held **Thursday, March 21, 2024 at 9:00 a.m.**, at 19520 Heritage Oak Boulevard, Port Charlotte FL 33948. Following is the advanced agenda:

Agenda

Thursday, March 21, 2024 – Workshop 9:00 a.m. followed by Regular Meeting

Workshop Meeting

- Discussion of Fiscal Year 2025 Operations and Maintenance Budget
- Proposed Fiscal Year 2025 Budget v1

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 January 25, 2024 Continued Meeting and the February 15, 2024 Regular Meeting
 - B. Financials and Check Register for February 29, 2024
6. New Business
 - Disposition of Lodge Piano
7. Managers Report
 - A. Consideration of Resolution 2024-02 Confirming Use of the Charlotte County SOE to Conduct the 2024 General Election
8. Supervisor Requests
9. Audience Comments
10. Adjournment

Next meeting April 18, 2024

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

BUDGET WORKSHOP

HERITAGE OAK PARK
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2025

Version 1 - Proposed Budget
Printed on 03/13/24 9:45am

Prepared by:



Table of Contents

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

HERITAGE OAK PARK
Community Development District

Operating Budget
Fiscal Year 2025

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 2/29/24	March- 9/30/2024	PROJECTED FY 2024	BUDGET FY 2025
REVENUES							
Interest - Investments	\$ 574	\$ 20,169	\$ 4,800	\$ 11,138	\$ 6,300	\$ 17,438	\$ 4,800
Interlocal Agreement	3,000	3,000	3,000	1,500	1,500	3,000	3,000
Interlocal Agreement-Irrigation	-	-	30,000	15,000	15,000	30,000	30,000
Room Rentals	360	557	500	878	200	1,078	500
Recreational Activity Fees	39,801	32,413	53,200	24,943	24,500	49,443	53,200
Special Assmnts- Tax Collector	973,783	1,008,433	1,147,036	1,043,292	103,744	1,147,036	1,147,033
Special Assmnts- Discounts	(36,039)	(36,906)	(45,881)	(40,528)	(1,037)	(41,565)	(45,881)
Other Miscellaneous Revenues	26,450	33,403	3,800	-	3,500	3,500	3,800
Gate Bar Code/Remotes	2,097	1,011	1,200	590	600	1,190	1,200
Access Cards	257	70	600	82	175	257	600
Insurance Reimbursements	-	410,942	-	33,824	-	33,824	-
TOTAL REVENUES	1,010,283	1,473,092	1,198,255	1,090,719	154,482	1,245,201	1,198,252
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	10,600	9,800	12,000	4,800	7,000	11,800	12,000
FICA Taxes	811	750	918	367	536	903	918
ProfServ-Engineering	8,085	7,380	10,000	-	5,000	5,000	10,000
ProfServ-Legal Services	3,271	9,098	6,000	4,569	1,431	6,000	6,000
ProfServ-Mgmt Consulting Serv	67,514	69,540	71,628	29,845	41,783	71,628	73,779
ProfServ-Special Assessment	11,445	11,788	12,142	12,142	-	12,142	12,506
ProfServ-Trustee Fees	4,041	4,041	3,704	3,704	-	3,704	3,704
Auditing Services	5,500	4,700	4,700	-	4,900	4,900	5,100
Communication/Freight - Gen'l	1,240	795	1,500	353	1,147	1,500	1,500
Insurance - General Liability	7,123	9,601	9,312	12,077	-	12,077	15,500
R&M-ADA Compliance	1,553	2,032	1,553	1,553	-	1,553	1,053
Legal Advertising	1,185	2,505	1,100	(696)	1,796	1,100	1,100
Miscellaneous Services	491	1,892	3,000	85	2,915	3,000	3,000
Misc-Assessmnt Collection Cost	6,698	6,458	22,941	20,055	1,037	21,092	22,941

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 2/29/24	March- 9/30/2024	PROJECTED FY 2024	BUDGET FY 2025
Office Supplies	284	-	360	-	360	360	360
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	130,016	140,555	161,033	89,029	67,905	156,934	169,636
Other Public Safety							
R&M-Gate	4,362	787	3,500	405	3,095	3,500	3,500
R&M-Gatehouse	686	23,660	1,000	6,500	-	6,500	1,000
R&M-Security Cameras	1,830	-	3,600	-	3,600	3,600	2,600
Misc-Programming & Services	-	899	1,500	464	1,036	1,500	1,500
Capital Outlay	1,125	5,516	-	-	-	-	-
Total Other Public Safety	8,003	30,862	9,600	7,369	7,731	15,100	8,600
Field							
Contracts-Mgmt Services	131,709	135,661	139,731	58,221	81,510	139,731	162,744
Contracts-Lake and Wetland	6,120	6,120	6,120	2,550	3,570	6,120	6,120
Contracts-Landscape	89,334	91,784	100,720	41,967	58,753	100,720	103,742
Contracts-Irrigation	47,755	50,136	51,640	21,308	30,332	51,640	52,673
Utility - General	39,867	36,206	45,600	21,667	23,933	45,600	45,600
Utility - Water & Sewer	12,431	11,491	13,600	6,420	7,180	13,600	13,600
Insurance - General Liability	33,541	41,857	49,137	56,871	-	56,871	65,402
R&M-Drainage	-	23,950	15,000	-	15,000	15,000	15,000
R&M-Entry Feature / Wall	7,875	-	7,500	-	7,500	7,500	7,000
R&M-Irrigation	45,848	54,959	31,400	28,841	21,000	49,841	33,000
R&M-Lake	938	11,403	21,750	-	21,750	21,750	21,750
R&M-Plant Replacement	301	86	12,000	-	12,000	12,000	12,000
R&M-Trees and Trimming	5,350	3,600	12,500	5,583	6,917	12,500	12,500
R&M-Pumps	1,473	15,055	2,160	5,555	-	5,555	2,160
Misc-Special Projects	3,800	7,852	10,930	-	10,930	10,930	10,930
Natural Disaster Expense	8,637	806,134	50,000	1,500	48,500	50,000	25,000
Misc-Contingency	1,901	5,518	93,780	1,260	92,520	93,780	63,780
Capital Outlay	1,275	8,266	25,560	5,697	19,863	25,560	30,745
Total Field	438,155	1,310,078	689,128	257,440	461,258	718,698	683,746

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 2/29/24	March- 9/30/2024	PROJECTED FY 2024	BUDGET FY 2025
Road and Street Facilities							
R&M-Parking Lots	-	851	1,000	-	1,000	1,000	1,000
R&M-Roads & Alleyways	1,086	-	4,000	-	4,000	4,000	4,000
R&M-Sidewalks	-	11,745	15,000	-	15,000	15,000	15,000
R&M-Streetlights	277	1,500	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	44,691	9,635	15,369	-	-	-	15,369
Total Road and Street Facilities	46,054	23,731	63,369	-	48,000	48,000	63,369
Parks and Recreation - General							
Contracts-Mgmt Services	34,157	35,613	36,681	15,284	21,397	36,681	38,865
Contracts-Janitorial Services	18,960	13,646	18,960	8,124	11,452	19,576	19,632
Contracts-Pools	11,051	11,134	11,134	4,639	6,495	11,134	11,134
Contracts-Pest Control	1,048	1,143	1,100	425	675	1,100	1,020
Communication - Telephone	7,792	7,441	8,580	3,137	5,443	8,580	8,580
R&M-Clubhouse	15,669	18,862	50,000	8,070	41,930	50,000	45,000
R&M-Parks	10,602	9,939	15,000	10,404	4,596	15,000	15,000
R&M-Pools	6,767	5,346	4,500	2,052	2,448	4,500	4,500
R&M - Tennis Courts	-	4,460	2,000	-	2,000	2,000	2,000
Miscellaneous Services	4,318	2,257	2,400	3,425	-	3,425	2,400
Misc-Holiday Décor	635	-	750	756	-	756	750
Misc-Cable TV Expenses	5,283	5,049	5,820	2,339	3,481	5,820	5,820
Office Supplies	4,472	4,049	3,000	1,289	1,711	3,000	3,000
OpSupplies - General	2,524	2,647	6,000	1,146	4,854	6,000	6,000
Cap Outlay - Equipment	-	-	8,000	-	8,000	8,000	8,000
Cap Outlay - Clubhouse	18,715	-	15,000	-	15,000	15,000	15,000
Reserve - Air Conditioner	15,000	-	5,000	-	-	-	5,000
Reserve - Roof	-	-	25,000	-	-	-	25,000
Reserve - Swimming Pools	-	-	3,000	-	-	-	3,000
Total Parks and Recreation - General	156,993	121,586	221,925	61,090	129,482	190,572	219,701

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 2/29/24	March- 9/30/2024	PROJECTED FY 2024	BUDGET FY 2025
<i>Special Recreation Facilities</i>							
Miscellaneous Services	1,882	1,157	4,500	700	3,800	4,500	4,500
Misc-Event Expense	13,480	12,691	21,000	11,181	9,819	21,000	21,000
Misc-Social Committee	26,131	18,634	26,700	8,594	18,106	26,700	26,700
Misc-Trips and Tours	-	-	500	-	-	-	500
Office Supplies	1,709	1,270	500	233	267	500	500
Total Special Recreation Facilities	43,202	33,752	53,200	20,708	31,992	52,700	53,200
TOTAL EXPENDITURES	822,423	1,660,564	1,198,255	435,636	746,368	1,182,004	1,198,252
Excess (deficiency) of revenues Over (under) expenditures	187,860	(187,472)	-	655,083	(591,886)	63,196	-
Net change in fund balance	187,860	(187,472)	-	655,083	(591,886)	63,196	-
FUND BALANCE, BEGINNING	743,830	931,690	744,218	744,218	-	744,218	807,414
FUND BALANCE, ENDING	\$ 931,690	\$ 744,218	\$ 744,218	\$ 1,399,301	\$ (591,886)	\$ 807,414	\$ 807,414

Exhibit "A"
Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2025	\$ 807,414
Net Change in Fund Balance - Fiscal Year 2025	-
Reserves - Fiscal Year 2025 Additions	48,369
Total Funds Available (Estimated) - 9/30/2025	855,783
<u>ALLOCATION OF AVAILABLE FUNDS</u>	
<i>Nonspendable Fund Balance</i>	
Deposits - FPL Utilities	8,200
Prepaid Items	772
Subtotal	<u>8,972</u>
<i>Assigned Fund Balance</i>	
Operating Reserve - First Quarter Operating Capital	253,590 (1)
Reserve - Roads & Streetlights - Prior Years	210,865 (2)
Reserve - Roads & Streetlights - FY 2024	15,369 (3)
Reserve - Roads & Streetlights - Current Budget Year	<u>15,369</u> 241,603 (4)
Reserve - Arbor - Prior Years	2,500 (2)
Reserve - Air Conditioner - FY 2024	5,000 (3)
Reserve - Air Conditioner - Current Budget Year	<u>5,000</u> 10,000 (4)
Reserve - Roof - Prior Years	160,000 (2)
Reserve - Roof - FY 2024	25,000 (3)
Reserve - Roof - Current Budget Year	<u>25,000</u> 210,000 (4)
Reserve - Swimming Pools - Prior Years	29,239 (2)
Reserve - Swimming Pools - FY 2024	3,000 (3)
Reserve - Swimming Pools - Current Budget Year	<u>3,000</u> 35,239 (4)
Subtotal	<u>752,931</u>
Total Allocation of Available Funds	761,903
Total Unassigned (undesignated) Cash	<u>\$ 93,880</u>

Notes

- (1) Represent approximately 3 months of operating expenditures less Reserves and Capital Outlay.
- (2) Represents Reserves from Prior Years thru FY 2023.
- (3) Represents Reserves for FY 2024.
- (4) Represents Reserves for Current Budget Year FY 2025.

Budget Narrative
Fiscal Year 2025

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.

HERITAGE OAK PARK

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2025**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.

Professional Services-Trustee Fees

These are the Trustee fees to administer the District's bonds.

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 2025

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-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 2025

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.

Budget Narrative
Fiscal Year 2025

EXPENDITURES

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 2025

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.

Budget Narrative
Fiscal Year 2025

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.

Budget Narrative
Fiscal Year 2025

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 2025

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 2025

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	ADOPTED BUDGET FY 2024	ACTUAL THRU 2/29/2024	PROJECTED March- 9/30/2024	TOTAL PROJECTED FY 2024	ANNUAL BUDGET FY 2025
REVENUES							
Interest - Investments	\$ 11	\$ 1,918	\$ -	\$ 3,835	\$ -	\$ 3,835	\$ -
Special Assmnts- Tax Collector	197,323	197,320	197,323	179,407	17,916	197,323	197,323
Special Assmnts- Discounts	(7,304)	(7,224)	(7,893)	(6,972)	(179)	(7,151)	(7,893)
TOTAL REVENUES	190,030	192,014	189,430	176,270	17,737	194,007	189,430
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,357	1,264	3,946	3,449	358	3,807	3,946
Total Administrative	1,357	1,264	3,946	3,449	358	3,807	3,946
<i>Debt Service</i>							
Principal Debt Retirement	126,426	128,777	131,171	-	131,171	131,171	133,610
Interest Expense	59,279	69,135	64,383	32,192	32,191	64,383	59,543
Total Debt Service	185,705	197,912	195,554	32,192	163,362	195,554	193,153
TOTAL EXPENDITURES	187,062	199,176	199,500	35,641	163,720	199,361	197,099
Excess (deficiency) of revenues Over (under) expenditures	2,968	(7,162)	(10,070)	140,629	(145,983)	(5,354)	(7,669)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	(10,070)	-	(145,983)	(145,983)	(7,669)
TOTAL OTHER SOURCES (USES)	-	-	(10,070)	-	(145,983)	(145,983)	(7,669)
Net change in fund balance	2,968	(7,162)	(10,070)	140,629	(145,983)	(151,338)	(7,669)
FUND BALANCE, BEGINNING	198,168	201,136	193,974	193,974	-	193,974	42,636
FUND BALANCE, ENDING	\$ 201,136	\$ 193,974	\$ 183,904	\$ 334,603	\$ (145,983)	\$ 42,636	\$ 34,967

Loan Amortization Schedule

Nominal Annual Rate: 3.690%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Balance	Principal	Rate	Interest	Payment
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
Total		\$ 1,613,625.45		\$ 368,129.80	\$ 1,981,755.25

HERITAGE OAK PARK
Community Development District

Supporting Budget Schedule
Fiscal Year 2025

**Comparison of Assessment Rates
Fiscal Year 2025 vs. Fiscal Year 2024**

Product	General Fund			Debt Service 2020			Total Assessments per Unit				Units
	FY 2025	FY 2024	Percent Change	FY 2025	FY 2024	Percent Change	FY 2025	FY 2024	Dollar Change	Percent Change	
SF	\$1,655.17	\$1,655.17	0.0%	\$324.03	\$324.03	0.0%	\$1,979.20	\$1,979.20	\$0.00	0.0%	39
MF	\$1,655.17	\$1,655.17	0.0%	\$282.39	\$282.39	0.0%	\$1,937.56	\$1,937.57	\$0.00	0.0%	654
											693

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 held on Thursday, January 18, 2024 was reconvened on January 25, 2024 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

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

None.

FOURTH ORDER OF BUSINESS

Sunland Paving Co., Inc. Proposals

Mr. Falduto MOVED seconded by Ms. Teter to accept the proposal from Sunland Paving Co., Inc. in the amount of \$158,882 for road paving work.

On VOICE Vote with Mr. Falduto, Ms. Teter, Mr. Scotto, and Mr. Russo voting AYE and Mr. Horsman voting Nay, the proposal from Sunland Paving Co., Inc. in the amount of \$158,882 for road paving work was accepted. 4-1

Mr. Scotto MOVED seconded by Mr. Russo to accept the Sunland Paving Co., Inc. proposal in the amount of \$34,462 for parking lot paving work.

On VOICE Vote with Mr. Scotto, Mr. Russo, Mr. Falduto, and Ms. Teter, voting AYE and Mr. Horsman voting Nay, the proposal from Sunland Paving Co., Inc. in the amount of \$34,462 for parking lot paving work was accepted. 4-1

FIFTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

Robert Koncar
Secretary

Paul Falduto, Jr.
Chairman

40 **SIXTH ORDER OF BUSINESS** **Old Business**

41 **A. Back Wall**

- 42 • The expenditure for the repair of the back wall was discussed.

43

44 On MOTION by Mr. Scotto seconded by Mr. Horsman, with all in

45 favor, the expenditure for the repair of the back wall not to exceed

46 the amount of \$7,500, was approved. 4-0

47

48 **SEVENTH ORDER OF BUSINESS** **Staff Reports**

- 49 • Ms. Egan reported the pool permit was approved for installation of the chair lift. She
- 50 also briefed the Board on several other park issues.

- 51 • Ms. Wells provided an update on recent events in the Park.

52

53 **EIGHTH ORDER OF BUSINESS** **Manager's Report**

- 54 • Mr. Koncar discussed the Budget Workshops to be held March through May 2024 at
- 55 9:00 a.m. prior to the regular Board meeting.

56

57 **NINTH ORDER OF BUSINESS** **Supervisor Requests**

58 There being none, the next order of business followed.

59

60 **TENTH ORDER OF BUSINESS** **Audience Comments**

61 There being none, the next order of business followed.

62

63 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

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

65

66

67 _____

68 Robert Koncar

69 Secretary

Paul Falduto, Jr.

Chairman

5B

HERITAGE OAK PARK
Community Development District

Financial Report

February 29, 2024

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

HERITAGE OAK PARK
Community Development District

Financial Statements

(Unaudited)

February 29, 2024

Balance Sheet
February 29, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2020 DEBT SERVICE FUND	SERIES 2020 CAPITAL PROJECTS FUND	TOTAL
ASSETS				
Cash - Checking Account	\$ 1,030,716	\$ -	\$ -	\$ 1,030,716
Cash On Hand/Petty Cash	200	-	-	200
Accounts Receivable - Other	3,099	-	-	3,099
Allow -Doubtful Accounts	(1,328)	-	-	(1,328)
Assessments Receivable	1,328	-	-	1,328
Due From Other Funds	-	6,618	-	6,618
Investments:				
Money Market Account	375,539	-	-	375,539
Construction Fund	-	-	69,895	69,895
Reserve Fund	-	19,789	-	19,789
Revenue Fund	-	308,196	-	308,196
Prepaid Items	5,838	-	-	5,838
Deposits	8,200	-	-	8,200
TOTAL ASSETS	\$ 1,423,592	\$ 334,603	\$ 69,895	\$ 1,828,090
LIABILITIES				
Accounts Payable	\$ 11,154	\$ -	\$ -	\$ 11,154
Accrued Expenses	5,640	-	-	5,640
Accrued Wages Payable	800	-	-	800
Accrued Taxes Payable	61	-	-	61
Sales Tax Payable	18	-	-	18
Due To Other Funds	6,618	-	-	6,618
TOTAL LIABILITIES	24,291	-	-	24,291
FUND BALANCES				
Nonspendable:				
Prepaid Items	5,838	-	-	5,838
Deposits	8,200	-	-	8,200
Restricted for:				
Debt Service	-	334,603	-	334,603
Capital Projects	-	-	69,895	69,895
Assigned to:				
Operating Reserves	240,922	-	-	240,922
Reserves - Arbor	2,500	-	-	2,500
Reserves - Roads & Streetlights	210,865	-	-	210,865
Reserves - Roof	160,000	-	-	160,000
Reserves - Swimming Pools	29,239	-	-	29,239
Unassigned:	741,737	-	-	741,737
TOTAL FUND BALANCES	\$ 1,399,301	\$ 334,603	\$ 69,895	\$ 1,803,799
TOTAL LIABILITIES & FUND BALANCES	\$ 1,423,592	\$ 334,603	\$ 69,895	\$ 1,828,090

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-24 BUDGET	FEB-24 ACTUAL
REVENUES							
Interest - Investments	\$ 4,800	\$ 2,000	\$ 11,138	\$ 9,138	232.04%	\$ 400	\$ 1,949
Interlocal Agreement	3,000	1,500	1,500	-	50.00%	-	-
Interlocal Agreement-Irrigation	30,000	15,000	15,000	-	50.00%	-	-
Room Rentals	500	500	878	378	175.60%	-	262
Recreational Activity Fees	53,200	22,167	24,943	2,776	46.89%	4,433	13,021
Special Assmnts- Tax Collector	1,147,036	1,049,000	1,043,292	(5,708)	90.96%	41,000	40,778
Special Assmnts- Discounts	(45,881)	(41,449)	(40,528)	921	88.33%	(1,200)	(1,198)
Other Miscellaneous Revenues	3,800	-	-	-	0.00%	-	-
Gate Bar Code/Remotes	1,200	600	590	(10)	49.17%	-	-
Access Cards	600	88	82	(6)	13.67%	-	-
Insurance Reimbursements	-	-	33,824	33,824	0.00%	-	13,117
TOTAL REVENUES	1,198,255	1,049,406	1,090,719	41,313	91.03%	44,633	67,929
EXPENDITURES							
Administration							
P/R-Board of Supervisors	12,000	5,000	4,800	200	40.00%	1,000	800
FICA Taxes	918	383	367	16	39.98%	77	61
ProfServ-Engineering	10,000	-	-	-	0.00%	-	-
ProfServ-Legal Services	6,000	2,500	4,569	(2,069)	76.15%	500	680
ProfServ-Mgmt Consulting	71,628	29,845	29,845	-	41.67%	5,969	5,969
ProfServ-Special Assessment	12,142	12,142	12,142	-	100.00%	-	-
ProfServ-Trustee Fees	3,704	3,704	3,704	-	100.00%	-	-
Auditing Services	4,700	-	-	-	0.00%	-	-
Communication/Freight - Gen'l	1,500	625	353	272	23.53%	125	73
Insurance - General Liability	9,312	9,312	12,077	(2,765)	129.69%	-	-
R&M-ADA Compliance	1,553	1,553	1,553	-	100.00%	-	-
Legal Advertising	1,100	-	(696)	696	-63.27%	-	-
Miscellaneous Services	3,000	1,250	85	1,165	2.83%	250	8
Misc-Assessment Collection Cost	22,941	20,200	20,055	145	87.42%	800	792
Office Supplies	360	-	-	-	0.00%	-	-
Annual District Filing Fee	175	175	175	-	100.00%	-	-
Total Administration	161,033	86,689	89,029	(2,340)	55.29%	8,721	8,383
Other Public Safety							
R&M-Gate	3,500	500	405	95	11.57%	-	-
R&M-Gatehouse	1,000	1,000	6,500	(5,500)	650.00%	-	-
R&M-Security Cameras	3,600	-	-	-	0.00%	-	-
Misc-Programming & Services	1,500	625	464	161	30.93%	125	93
Total Other Public Safety	9,600	2,125	7,369	(5,244)	76.76%	125	93
Field							
Contracts-Mgmt Services	139,731	58,221	58,221	-	41.67%	11,644	11,644
Contracts-Lake and Wetland	6,120	2,550	2,550	-	41.67%	510	510
Contracts-Landscape	100,720	41,967	41,967	-	41.67%	8,393	8,393
Contracts-Irrigation	51,640	21,517	21,308	209	41.26%	4,303	4,262
Utility - General	45,600	19,000	21,667	(2,667)	47.52%	3,800	4,487
Utility - Water & Sewer	13,600	6,600	6,420	180	47.21%	1,000	1,006
Insurance - General Liability	49,137	49,137	56,871	(7,734)	115.74%	-	-
R&M-Drainage	15,000	-	-	-	0.00%	-	-
R&M-Entry Feature	7,500	-	-	-	0.00%	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-24 BUDGET	FEB-24 ACTUAL
R&M-Irrigation	31,400	13,083	28,841	(15,758)	91.85%	-	-
R&M-Lake	21,750	-	-	-	0.00%	-	-
R&M-Plant Replacement	12,000	-	-	-	0.00%	-	-
R&M-Trees and Trimming	12,500	5,583	5,583	-	44.66%	5,033	5,033
R&M-Pumps	2,160	2,160	5,555	(3,395)	257.18%	-	-
Misc-Special Projects	10,930	-	-	-	0.00%	-	-
Misc-Hurricane Expense	50,000	1,500	1,500	-	3.00%	-	-
Misc-Contingency	93,780	1,260	1,260	-	1.34%	-	-
Capital Outlay	25,560	5,697	5,697	-	22.29%	-	-
Total Field	689,128	228,275	257,440	(29,165)	37.36%	34,683	35,335
Road and Street Facilities							
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	-	-	-	0.00%	-	-
Total Road and Street Facilities	63,369	-	-	-	0.00%	-	-
Parks and Recreation - General							
Contracts-Mgmt Services	36,681	15,284	15,284	-	41.67%	3,057	3,057
Contracts-Janitorial Services	18,960	7,900	8,124	(224)	42.85%	1,580	1,636
Contracts-Pools	11,134	4,639	4,639	-	41.67%	928	928
Contracts-Pest Control	1,100	1,100	425	675	38.64%	-	-
Communication - Telephone	8,580	3,575	3,137	438	36.56%	715	609
R&M-Clubhouse	50,000	20,833	8,070	12,763	16.14%	4,167	691
R&M-Parks	15,000	6,250	10,404	(4,154)	69.36%	1,250	1,421
R&M-Pools	4,500	1,875	2,052	(177)	45.60%	375	63
R&M-Tennis Courts	2,000	-	-	-	0.00%	-	-
Miscellaneous Services	2,400	2,400	3,425	(1,025)	142.71%	-	-
Holiday Decoration	750	750	756	(6)	100.80%	-	-
Misc-Cable TV Expenses	5,820	2,425	2,339	86	40.19%	485	479
Office Supplies	3,000	1,250	1,289	(39)	42.97%	250	201
Op Supplies - General	6,000	2,000	1,146	854	19.10%	-	-
Cap Outlay - Equipment	8,000	-	-	-	0.00%	-	-
Cap Outlay - Clubhouse	15,000	-	-	-	0.00%	-	-
Reserve - A/C	5,000	-	-	-	0.00%	-	-
Reserve - Roof	25,000	-	-	-	0.00%	-	-
Reserve - Swimming Pools	3,000	-	-	-	0.00%	-	-
Total Parks and Recreation - General	221,925	70,281	61,090	9,191	27.53%	12,807	9,085
Special Recreation Facilities							
Miscellaneous Services	4,500	1,875	700	1,175	15.56%	-	-
Misc-Event Expense	21,000	8,750	11,181	(2,431)	53.24%	1,750	4,150
Misc-Social Committee	26,700	11,125	8,594	2,531	32.19%	2,225	136
Misc-Trips and Tours	500	-	-	-	0.00%	-	-
Office Supplies	500	167	233	(66)	46.60%	-	-
Total Special Recreation Facilities	53,200	21,917	20,708	1,209	38.92%	3,975	4,286
TOTAL EXPENDITURES	1,198,255	409,287	435,636	(26,349)	36.36%	60,311	57,182

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>FEB-24 BUDGET</u>	<u>FEB-24 ACTUAL</u>
Excess (deficiency) of revenues							
Over (under) expenditures	-	640,119	655,083	14,964	0.00%	(15,678)	10,747
Net change in fund balance	\$ -	\$ 640,119	\$ 655,083	\$ 14,964	0.00%	\$ (15,678)	\$ 10,747
FUND BALANCE, BEGINNING (OCT 1, 2023)	744,218	744,218	744,218				
FUND BALANCE, ENDING	\$ 744,218	\$ 1,384,337	\$ 1,399,301				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-24 BUDGET	FEB-24 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 3,835	\$ 3,835	0.00%	\$ -	\$ 722
Special Assmnts- Tax Collector	197,323	179,550	179,407	(143)	90.92%	6,997	6,959
Special Assmnts- Discounts	(7,893)	(7,007)	(6,972)	35	88.33%	(244)	(206)
TOTAL REVENUES	189,430	172,543	176,270	3,727	93.05%	6,753	7,475
EXPENDITURES							
Administration							
Misc-Assessment Collection Cost	3,946	3,591	3,449	142	87.40%	140	135
Total Administration	3,946	3,591	3,449	142	87.40%	140	135
Debt Service							
Principal Debt Retirement	131,171	-	-	-	0.00%	-	-
Interest Expense	64,383	32,192	32,192	-	50.00%	-	-
Total Debt Service	195,554	32,192	32,192	-	16.46%	-	-
TOTAL EXPENDITURES	199,500	35,783	35,641	142	17.87%	140	135
Excess (deficiency) of revenues Over (under) expenditures	(10,070)	136,760	140,629	3,869	-1396.51%	6,613	7,340
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	(10,070)	-	-	-	0.00%	-	-
TOTAL FINANCING SOURCES (USES)	(10,070)	-	-	-	0.00%	-	-
Net change in fund balance	\$ (10,070)	\$ 136,760	\$ 140,629	\$ 3,869	-1396.51%	\$ 6,613	\$ 7,340
FUND BALANCE, BEGINNING (OCT 1, 2023)	193,974	193,974	193,974				
FUND BALANCE, ENDING	\$ 183,904	\$ 330,734	\$ 334,603				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-24 BUDGET	FEB-24 ACTUAL
REVENUES							
Interest - Investments	\$ -	\$ -	\$ 1,533	\$ 1,533	0.00%	\$ -	\$ 309
TOTAL REVENUES	-	-	1,533	1,533	0.00%	-	309
EXPENDITURES							
TOTAL EXPENDITURES	-	-	-	-	0.00%	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	1,533	1,533	0.00%	-	309
Net change in fund balance	\$ -	\$ -	\$ 1,533	\$ 1,533	0.00%	\$ -	\$ 309
FUND BALANCE, BEGINNING (OCT 1, 2023)	-	-	68,362				
FUND BALANCE, ENDING	\$ -	\$ -	\$ 69,895				

Notes to the Financial Statements
February 2024

Financial Overview / Highlights

- ▶ Total General Fund revenues are at approximately 91.0% of the Annual Budget.
- ▶ Total General Fund expenditures are at approximately 36.4% of the Annual Budget.

Balance Sheet

Account Name	Annual Budget	YTD Actual	Explanation
Assets			
Accounts Receivable-Other		3,099	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 Funds		6,618	Due from General Fund to Debt Service. Transferring this month.
Prepaid Items		5,838	Entertainment for 2024 and credit card payments.
Deposits		8,200	Deposits with FPL for sprinkler pumps and street lights.
Liabilities			
Accounts Payable		11,154	Invoices for current month but not paid in current month.
Accrued Expenses		5,640	Legal service, irrigation, pool service.
Sales Tax Payable		18	Sales Tax for the sports bar/lodge rental.
Due to Other Funds		6,618	Due from General Fund to Debt Service. Transferring this month.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
General Fund 001				
Revenues				
Interest Income	4,800	11,138	232.04%	Interest Income on Operating Accounts and Money Market Acct.
Interlocal Agreement	3,000	1,500	50.00%	Thru 2nd quarter agreement received.
Interlocal Agreement-Irrigation	30,000	15,000	50.00%	Thru 2nd quarter agreement received.
Room Rentals	500	878	175.60%	Rental of Sports Bar and Lounge less Sales Tax paid.
Recreational Activity Fee	53,200	24,943	46.89%	Revenue collected for events less refunds.
Special Assessments-Tax Collector	1,147,036	1,043,292	90.96%	Collections were at 92.1% at this time last year.
Gate Bar Codes/Remotes	1,200	590	49.17%	Gate Openers less sales tax paid.
Insurance Reimbursements	-	33,824	N/A	Reimbursement for Guard Shack repairs and Hurricane Ian.
Expenditures				
<u>Administrative</u>				
ProfServ-Legal Services	6,000	4,569	76.15%	Legal services include preparing for FEMA/FDEM reports and new FEMA attorney.
ProfServ-Special Assessment	12,142	12,142	100.00%	Assessment roll preparation fees paid for year.
ProfServ-Trustee Fees	3,704	3,704	100.00%	Trustee fees paid for year.
Insurance-General Liability	9,312	12,077	129.69%	Insurance paid in full for year includes additional updated policy.
R&M-ADA Compliance	1,553	1,553	100.00%	Webhosting paid in full for the year.
Legal Advertising	1,100	(696)	-63.27%	Credit issued for ad paid last year.
<u>Public Safety</u>				
R&M-Gatehouse	1,000	6,500	650.00%	Remove and replace drywall to treat mold in guard shack.

Notes to the Financial Statements
February 2024

Variance Analysis (continued)

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
Expenditures (continued)				
<u>Field</u>				
Utility - General	45,600	21,667	47.52%	FPL monthly electric charges slightly more than expected.
Utility - Water & Sewer	13,600	6,420	47.21%	Monthly water / sewer utilities includes annual fire protection fee (\$1,600).
Insurance - General Liability	49,137	56,871	115.74%	Insurance paid in full for year includes additional updated policy.
R&M-Irrigation	31,400	28,841	91.85%	Monthly irrigation service and miscellaneous repairs including main line repair.
R&M-Trees and Trimming	12,500	5,583	44.66%	Remove trees & stumps and replant aquatic grasses.
R&M-Pumps	2,160	5,555	257.18%	Quarterly VFD pump maint, repair Bent Oak pump and pipe, recharge well #1 pump station pump repair.
 <u>Parks & Recreation</u>				
Contracts-Janitorial Services	18,960	8,124	42.85%	Rate increased by \$56 in November. Will increase budget for next year.
R&M-Parks	15,000	10,404	69.36%	Remove/replace bocce court sideboards and backboards with Trek composite boards, new picnic benches, new pickleball nets, bocce court re-surfacing material .
R&M-Pools	4,500	2,052	45.60%	Pool perfect, acid wash grids, repair equipment lids, install new cool grips for handrails in pool, new acid stenner.
Miscellaneous Services	2,400	3,425	142.71%	Coffee for holiday decorating committee, Holiday luncheons and gift cards, employee birthday celebration, computer speaker, miscellaneous supplies.
Holiday Decoration	750	756	100.80%	Holiday decorations purchased for the 2023 Holiday season.
Office Supplies	3,000	1,289	42.97%	Copier lease and maintenance, copies, office supplies, Office 365 for Board tablets, business cards, iCloud storage, battery back-up for office.
 <u>Special Recreation Facilities</u>				
Misc-Event Expense	21,000	11,181	53.24%	Entertainment and decorations for the events.
 Debt Service Fund 203				
Revenues				
Special Assessments-Tax Collector	197,323	179,407	90.92%	Collections were at 92.1% at this time last year.
 Expenditures				
<u>Debt Service</u>				
Principal Debt Retirement	131,171	-	0.00%	Next payment will be made in May.
Interest Expense	64,383	32,192	50.00%	Next payment will be made in May.

HERITAGE OAK PARK

Community Development District

Supporting Schedules

February 29, 2024

**Non-Ad Valorem Special Assessments - Charlotte County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2024**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION	
					General Fund Assessments	Debt Service Fund Assessments
Assessments Levied				\$1,344,353	\$1,147,033	\$197,320
Allocation %				100%	85%	15%
11/03/23	\$ 36,274	\$ 1,511	\$ 740	\$ 38,526	\$ 32,847	\$ 5,679
11/09/23	14,583	608	298	15,488	13,230	2,258
11/16/23	9,153	381	187	9,722	8,270	1,451
11/22/23	167,937	6,997	3,427	178,362	152,155	26,207
12/01/23	224,524	9,355	4,582	238,461	203,424	35,037
12/08/23	191,517	7,980	3,909	203,405	173,650	29,756
12/15/23	368,608	15,359	7,523	391,489	334,074	57,415
01/11/24	93,693	3,904	1,912	99,509	84,864	14,644
02/08/24	45,405	1,404	927	47,736	40,778	6,959
TOTAL	\$ 1,151,695	\$ 47,500	\$ 23,504	\$ 1,222,699	\$ 1,043,292	\$ 179,407
% COLLECTED				91.0%	91.0%	90.9%
TOTAL OUTSTANDING				\$ 121,654	\$ 103,741	\$ 17,913

HERITAGE OAK PARK
Community Development District

Activities Fund Deposits

Deposit

Date	Amount	Poolsid e Lunch	Morning Coffee Social	Craft Fair	Chillin Like a Villain	Yacht Club Party	Holiday Party	Rum Tasting	New Years Eve	Memory Lane Party	Canada Day	Bonfire Party	Valen tine's Day	Luau	Rock Fest	Wild West	Laugh Lines	
11/03/23	Deposit	\$2,586	\$1,401	\$105	\$1,010	\$70	\$0											
12/04/23	Deposit	\$6,486	\$1,654	\$137		\$740	\$3,840	\$100	\$15									
12/11/03	Deposit	(\$140)						(\$140)										
01/11/24	Deposit	\$2,991	\$1,189				\$150	\$40	\$855	\$255	\$372	\$130						
02/16/24	Deposit	\$13,021	\$3,005							\$1,425	\$624	\$1,090	\$1,110	\$4,377	\$1,310	\$40	\$40	
Total		\$24,943	\$7,248	\$0	\$242	\$1,010	\$810	\$3,990	\$0	\$870	\$1,680	\$996	\$1,220	\$1,110	\$4,377	\$1,310	\$40	\$40
Expenses		(\$19,775)	(\$4,418)	(\$291)	(\$534)	(\$751)	(\$1,095)	(\$4,313)	\$0	(\$822)	(\$1,890)	(\$913)	(\$516)	(\$700)	\$0	(\$2,583)	(\$950)	\$0
Profit / (Loss)		\$5,168	\$2,830	(\$291)	(\$292)	\$259	(\$285)	(\$323)	\$0	\$48	(\$210)	\$83	\$704	\$410	\$4,377	(\$1,273)	(\$910)	\$40
Other Expenses		(933.14)																
Total Profit / (Loss)		\$4,235																

FY 2020 FY 2021 FY 2022 FY 2023 FY 2024

Revenue	31,238	5,994	40,206	32,172	24,943
Expenses	34,114	8,371	43,202	31,569	20,708
Profit(Loss)	(2,876)	(2,377)	(2,995)	603	4,235

Notes: Revenue and Expenses are per financial statements

Cash and Investment Report
February 29, 2024

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND			
Operating Checking Account	BankUnited	0.00%	\$933,434
Operating Checking Account	Valley Bank	5.38%	\$97,282
		Subtotal	\$1,030,716
Petty Cash - Property Manager	N/A	N/A	\$200
Money Market Account	BankUnited	5.45%	\$375,539
DEBT SERVICE FUND			
Series 2020 Reserve Fund	US Bank	5.25%	\$19,789
Series 2020 Revenue Fund	US Bank	5.25%	\$308,196
		Subtotal	\$327,985
CAPITAL PROJECTS FUND			
Series 2020 Construction Fund	US Bank	5.25%	\$69,895
		Grand Total	\$1,804,335

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 7282 BankUnited GF
 Statement No. 02-24
 Statement Date 2/29/2024

G/L Balance (LCY)	933,433.83	Statement Balance	939,282.93
G/L Balance	933,433.83	Outstanding Deposits	104.86
Positive Adjustments	0.00		
	<hr/>		
Subtotal	933,433.83	Subtotal	939,387.79
Negative Adjustments	0.00	Outstanding Checks	5,953.96
	<hr/>	Differences	0.00
Ending G/L Balance	933,433.83	Ending Balance	933,433.83
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
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
12/20/2023	Payment	3624	DUANE NOLAND	40.00	0.00	40.00
2/7/2024	Payment	3650	FIREPRO	333.60	0.00	333.60
2/22/2024	Payment	3668	BOBBY CARLSON	950.00	0.00	950.00
2/27/2024	Payment	3671	ARIEL ABIMELEC JOYA DURAN	300.00	0.00	300.00
2/27/2024	Payment	3672	COVERALL OF FT. MYERS	1,636.00	0.00	1,636.00
2/27/2024	Payment	3673	ELITE DEBRIS CLEAN-UP	700.00	0.00	700.00
2/27/2024	Payment	3674	FEDEX	13.00	0.00	13.00
2/29/2024	Payment	3675	CENTURYLINK	608.62	0.00	608.62
2/29/2024	Payment	3676	FPL	22.15	0.00	22.15
2/29/2024	Payment	3677	JACQUELINE N. WELLS	82.65	0.00	82.65
2/29/2024	Payment	3678	MAINSCAPE	375.00	0.00	375.00
2/29/2024	Payment	3679	MIKE MORRIS	400.00	0.00	400.00
2/29/2024	Payment	3680	FEDEX	15.24	0.00	15.24
2/29/2024	Payment	3681	INFRAMARK, LLC	13.95	0.00	13.95
Total Outstanding Checks.....				5,953.96		5,953.96

Heritage Oak Park CDD

Bank Reconciliation

Bank Account No. 0663 Valley Bank
 Statement No. 02-24
 Statement Date 2/29/2024

G/L Balance (LCY)	97,281.79	Statement Balance	97,281.79
G/L Balance	97,281.79	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>		
Subtotal	97,281.79	Subtotal	97,281.79
Negative Adjustments	0.00	Outstanding Checks	0.00
	<hr/>	Differences	0.00
Ending G/L Balance	97,281.79	Ending Balance	97,281.79
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
--------------	---------------	--------------	-------------	--------	----------------	------------

HERITAGE OAK PARK
Community Development District

Payment Register by Fund
For the Period from 02/01/24 to 02/29/24
(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	3649	02/01/24	SUN NEWSPAPERS	100423-22267	NOTICE OF RESCHEDULED MEETING IN OCTOBER	Legal Advertising	548002-51301	\$75.79
001	3650	02/07/24	FIREPRO	10-16029	FIRE EXTINGUISHER MAINTENANCE	R&M-Clubhouse	546015-57201	\$333.60
001	3651	02/07/24	FPL	012324-53151 CHK	ACCT #72189-53151 12/21/23-01/23/24	Utility - General	543001-53901	\$22.18
001	3652	02/07/24	INFRAMARK, LLC	109096	01/24 VARIABLE CHARGES-POSTAGE	Communication/Freight - Gen'l	541001-51301	\$16.38
001	3653	02/07/24	MAINSCAPE	1298238	02/24 IRRIGATION MAINT	Contracts-Irrigation	534073-53901	\$4,261.56
001	3653	02/07/24	MAINSCAPE	1298366	02/24 LANDSCAPE MAINTENANCE	Contracts-Landscape	534050-53901	\$8,393.33
001	3654	02/07/24	NATURZONE ENVIRONMENTAL SERVICES	638554	02/24 PEST CONTROL	Contracts-Pest Control	534125-57201	\$85.00
001	3655	02/07/24	PERSSON, COHEN & MOONEY, P.A.	4669	LEGAL SERVICE FOR 01/24	ProfServ-Legal Services	531023-51401	\$514.50
001	3656	02/07/24	SECURITY ALARM CORPORATION	293936	ER LIGHT - CLUBHOUSE	R&M-Clubhouse	546015-57201	\$60.00
001	3657	02/08/24	GREATAMERICA FINANCIAL SVCS	35744200	COPIER LEASE FOR 01/24	Office Supplies	551002-57201	\$104.86
001	3658	02/08/24	JASON DESIMONE	01112024	VALENTINES DAY PARTY PLUS TIP FOR SERVICES	Misc-Event Expense	549022-57501	\$700.00
001	3659	02/12/24	FEDEX	8-399-64990	SERVICE FOR 02/01/04	Communication/Freight - Gen'l	541001-51301	\$15.14
001	3660	02/12/24	INFRAMARK, LLC	109999	02/24 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,969.00
001	3660	02/12/24	INFRAMARK, LLC	109999	02/24 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-57201	\$3,056.75
001	3660	02/12/24	INFRAMARK, LLC	109999	02/24 MANAGEMENT SERVICES	Contracts-Mgmt Services	534001-53901	\$11,644.25
001	3660	02/12/24	INFRAMARK, LLC	109999	02/24 MANAGEMENT SERVICES	Miscellaneous Services	549001-51301	\$8.33
001	3661	02/12/24	JACQUELINE WELLS	49051-020624	REIMBURSEMENT FOR MONDAY COFFEE PASTRIES	Misc-Social Committee	549051-57501	\$53.08
001	3662	02/13/24	HOME DEPOT CREDIT SERVICES	111523-6325	PURCHASES 10/05/23-11/04/23	Bleach, Dawn	552001-57201	\$30.91
001	3662	02/13/24	HOME DEPOT CREDIT SERVICES	111523-6325	PURCHASES 10/05/23-11/04/23	New Echo Handheld Blower	564043-53901	\$169.00
001	3662	02/13/24	HOME DEPOT CREDIT SERVICES	111523-6325	PURCHASES 10/05/23-11/04/23	Poolside Lunch	549022-57501	\$87.92
001	3662	02/13/24	HOME DEPOT CREDIT SERVICES	111523-6325	PURCHASES 10/05/23-11/04/23	Maintenance Supplies	549900-53901	\$17.84
001	3662	02/13/24	HOME DEPOT CREDIT SERVICES	01052024-6325	PURCHASES 12/05/23-01/04/24	Poolside Lunch	549022-57501	\$65.94
001	3663	02/15/24	FEDEX	8-407-62972	SERVICE FOR 02/08/24	Communication/Freight - Gen'l	541001-51301	\$15.17
001	3665	02/15/24	MAINSCAPE	1298621	01/24 IRRIGATION SERVICE	R&M-Irrigation	546041-53901	\$6,984.12
001	3666	02/15/24	NATURZONE ENVIRONMENTAL SERVICES	623257	12/23 PEST CONTROL	Contracts-Pest Control	534125-57201	\$85.00
001	3667	02/15/24	THE SUN	02132024-1766	NEWSPAPER 13 WEEKS	R&M-Clubhouse	546015-57201	\$106.76
001	3668	02/22/24	BOBBY CARLSON	02152024	WILD WEST PARTY ENTERTAINMENT FEE 02/25/23	Misc-Event Expense	549022-57501	\$950.00
001	3669	02/22/24	COPIERS PLUS	SAR-02482703	02/24 COPIES/MAINT AGREEMENT	COPIES	551002-57201	\$50.77
001	3669	02/22/24	COPIERS PLUS	SAR-02482703	02/24 COPIES/MAINT AGREEMENT	MAINTENANCE AGREEMENT	551002-57201	\$45.00
001	3670	02/22/24	SOLITUDE LAKE MANAGEMENT	PSI033268	DEC23 LAKE & POND MAINTENANCE	Contracts-Lake and Wetland	534021-53901	\$510.00
001	3670	02/22/24	SOLITUDE LAKE MANAGEMENT	PSI047366	FEB24 LAKE & POND MAINTENANCE	Contracts-Lake and Wetland	534021-53901	\$510.00
001	3671	02/27/24	ARIEL ABIMELEC JOYA DURAN	025	OAK TREE LIMB REMOVAL	R&M-Trees and Trimming	546099-53901	\$300.00
001	3672	02/27/24	COVERALL OF FT. MYERS	1160285616	CLEANING SERVICE 02/1-02/29/24	Contracts-Janitorial Services	534026-57201	\$1,636.00
001	3673	02/27/24	ELITE DEBRIS CLEAN-UP	12272023	REMOVE/REPLACE BACK BOARD ON BOCCE COURT	R&M-Parks	546066-57201	\$700.00
001	3674	02/27/24	FEDEX	8-414-72862	SERVICE FOR 02/13/24	Communication/Freight - Gen'l	541001-51301	\$13.00
001	3675	02/29/24	CENTURYLINK	021924-78717	ACCT# 311078717 02/19/24-03/18/24	Communication - Telephone	541003-57201	\$608.62
001	3676	02/29/24	FPL	022224-53151 CHK	ACCT# 72189-53151 01/23/24-02/22/24	Utility - General	543001-53901	\$22.15
001	3677	02/29/24	JACQUELINE N. WELLS	02262024	REIMB FOR ROCK FEST FOOD	Misc-Social Committee	549051-57501	\$82.65
001	3678	02/29/24	MAINSCAPE	1299127	RMV 3 DEAD OAK TREES IN ISLAND ON PEACHLAND GATE	R&M-Trees and Trimming	546099-53901	\$375.00
001	3679	02/29/24	MIKE MORRIS	022624	PAJAMA PARTY ENTERTAINMENT 03/30/24	Prepaid Items	155000	\$400.00
001	3680	02/29/24	FEDEX	8-421-62062	SERVICE FOR 02/22/24	Communication/Freight - Gen'l	541001-51301	\$15.24
001	3681	02/29/24	INFRAMARK, LLC	110779	02/24 VARIABLE CHARGES-POSTAGE	Communication/Freight - Gen'l	541001-51301	\$13.95
001	DD00885	02/17/24	COMCAST	01262024-4227 ACH	ACCT# 85351006012340227 01/30/24-02/29/24	Misc-Cable TV Expenses	549039-57201	\$479.15
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Poolside Lunch	549022-57501	\$49.21
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$270.66
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Cricut Access Standard	549001-57501	\$9.99
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Poolside Lunch	549051-57501	\$34.96
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Battery Back up for Office	551002-57201	\$146.39
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Replaced Ruined Items	549001-57201	\$126.15
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	OP Supplies	552001-57201	\$39.98
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Employee Holiday Gift Cards	549001-57201	\$1,778.67
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Employee Holiday Gift Cards Issue	549001-57201	(\$759.88)
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Employee Holiday Gift Cards	549001-57201	\$1,011.45
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Gate Remotes	546034-52901	\$230.41
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Tape	552001-57201	\$22.18
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	iCloud Storage	549001-57201	\$0.99
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Holiday Decorations	549027-57201	\$46.49

HERITAGE OAK PARK
Community Development District

Payment Register by Fund
For the Period from 02/01/24 to 02/29/24
(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	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Food for Holiday Party-Balance	549051-57501	\$2,158.00
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Monday Coffee	549051-57501	\$37.84
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	ACT Calendar-Nov	549001-57501	\$100.00
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Craft Show Bingo	549022-57501	\$45.00
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Employee Holiday Gift Cards	549001-57201	\$759.88
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Monday Coffee	549051-57501	\$49.13
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Tickets for Memory Lane Party	549022-57501	\$44.23
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Champagne for NYE Party	549051-57501	\$120.66
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Decorations for NYE Party	549022-57501	\$1.34
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	ACT Calendar-Jan	549001-57501	\$90.00
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Tickets for Canada Party	549022-57501	\$15.70
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Tickets for Memory Lane Party	549022-57501	\$45.27
001	DD00886	02/04/24	VALLEY NATIONAL BANK	01082024-7986 ACH	01/08/24 STATEMENT PURCHASES	Tickets for Bonfire	549022-57501	\$15.68
001	DD00887	02/07/24	FPL	012324-59344 ACH	ACCT #96809-59344 12/21/23-01/23/24	Utility - General	543001-53901	\$122.87
001	DD00888	02/07/24	FPL	012324-90214 ACH	ACCT #65998-90214 12/21/23-01/23/24	Utility - General	543001-53901	\$121.87
001	DD00889	02/07/24	FPL	012324-74219 ACH	ACCT #89079-74219 12/21/23-01/23/24	Utility - General	543001-53901	\$520.77
001	DD00890	02/07/24	FPL	012324-32211 ACH	ACCT #94620-32211 12/21/23-01/23/24	Utility - General	543001-53901	\$304.77
001	DD00891	02/07/24	FPL	012324-29333 ACH	ACCT #90419-29333 12/21/23-01/23/24	Utility - General	543001-53901	\$185.53
001	DD00892	02/07/24	FPL	012324-85535 ACH	ACCT #92945-85535 12/21/23-01/23/24	Utility - General	543001-53901	\$84.56
001	DD00893	02/08/24	FPL	012324-88335 ACH	ACCT #87070-88335 12/21/23-01/23/24	Utility - General	543001-53901	\$2,947.14
001	DD00894	02/07/24	FPL	012324-93219 ACH	ACCT #25921-93219 12/21/23-01/23/24	Utility - General	543001-53901	\$232.00
001	DD00895	02/07/24	FPL	012324-03218 ACH	ACCT #01784-03218 12/21/23-01/23/24	Utility - General	543001-53901	\$115.99
001	DD00896	02/07/24	FPL	012324-28333 ACH	ACCT #36126-28333 12/21/23-01/23/24	Utility - General	543001-53901	\$332.70
							Fund Total	\$61,046.52

SERIES 2020 DEBT SERVICE FUND - 203

203	3664	02/15/24	HERITAGE OAK PARK	020524-DSXFR 2020	FY 2024 ASSESSMENT RECEIPTS	Due to Other Funds	131000	\$164,906.88
							Fund Total	\$164,906.88

Total Checks Paid	\$225,953.40
--------------------------	---------------------

Seventh Order of Business

7A

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT CONFIRMING THE DISTRICT’S USE OF THE CHARLOTTE COUNTY SUPERVISOR OF ELECTIONS TO CONTINUE CONDUCTING THE DISTRICT’S ELECTION OF SUPERVISORS IN CONJUNCTION WITH THE GENERAL ELECTION.

WHEREAS, the Heritage Oak Park Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Charlotte County, Florida; and

WHEREAS, the Board of Supervisors of Heritage Oak Park Community Development District (hereinafter the “Board”) seeks to implement section 190.006(3)(A)(2)(c), Florida Statutes and to instruct the Charlotte County Supervisor of Elections (the “Supervisor”) to conduct the District’s General Elections.

WHEREAS, the Supervisor has requested the District adopt a resolution confirming the District’s use of the Supervisor for the purpose of conducting the District’s future supervisor elections in conjunction with the General Election; and

WHEREAS, the District desires to continue to use the Supervisor for the purpose of conducting the District’s supervisor elections in conjunction with the General Election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Board is currently made up of the following individuals: Paul Falduto, Jr., Stephen R. Horsman, Carmen Russo, Jeanne Teter and Vincent F. Scotto.

Section 2. The term of office for each member of the Board is as follows:

Vincent F. Scotto	Seat 1	Term: four years	Expires: 11/2024
Stephen R. Horsman	Seat 2	Term: four years	Expires: 11/2024
Carmen Russo	Seat 3	Term: four years	Expires: 11/2026
Jeanne Teter	Seat 4	Term: four years	Expires: 11/2026
Paul Falduto, Jr.	Seat 5	Term: four years	Expires: 11/2024

Section 3. Seat 1, currently held by Vincent F. Scotto, Seat 2, currently held by Stephen R. Horsman, and Seat 5, currently held Paul Falduto, Jr. are scheduled for the General Election in November 2024.

Section 4. Pursuant to section 190.006(8), Florida Statutes, members of the Board shall be entitled to receive for his or her services an amount not to exceed \$200 per meeting of the Board, not to exceed \$4,800 per year per member.

Section 5. The term of office for the individuals to be elected to the Board in the November 2024 General Election is four years.

Section 6. The new Board members shall assume office on the second Tuesday following their election.

Section 7. The District hereby instructs the Supervisor to continue conducting the District’s elections in conjunction with the General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

PASSED AND ADOPTED THIS 21st DAY OF MARCH 2024.

ATTEST:

**HERITAGE OAK PARK
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman