

**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, December 14, 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 none.

FOURTH ORDER OF BUSINESS

Comments from the Chairman

Mr. Falduto congratulated Mr. Bob Koncar on his promotion to Regional Manager with Inframark.

Mr. Falduto noted hurricane repairs are moving along well, and he wished everyone a Merry Christmas and Happy Holidays.

FIFTH ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Approval of the Revised Minutes of the October 26, 2023 Meeting**
- B. Approval of the Minutes of the November 16, 2023 Meeting**

C. Financials and Check Register for November 30, 2023

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

Mr. Koncar commented on the meeting minutes noting the minutes are transcribed in a summary format and are considered drafts until the Board has approved them. Recordings of the minutes are saved and the minutes are based on what is actually said in a meeting and not what someone remembers or believes was said.

SIXTH ORDER OF BUSINESS

New Business

- Staff Holiday Bonuses

On MOTION by Mr. Horsman seconded by Mr. Russo with all in favor awarding holiday bonuses to staff members as follows: Ms. Eagan, Project Manager, \$1,000, for Mr. Dave Vanzile, Maintenance Tech, \$750, and Ms. Wells, Activities Director, \$750 was approved. 5-0

Mr. Falduto thanked staff members for their hard work in recovering from Hurricane Ian this year.

SEVENTH ORDER OF BUSINESS

Staff Reports

Ms. Egan commented on the following:

- Still working with the FEMA attorney and the contractor.
- The bocci court should be done by this afternoon.
- Insurance, all invoices have been turned in.

A resident inquired about the pool chair lift permit and Mr. Koncar responded we received and official inquiry on this matter and we have turned this issue over to the District’s Attorney for an official response.

Ms. Wells commented on the following:

- Food trucks.
- Movie night, 15 attendees.
- We had FPL customer appreciation day.
- We had a yacht club party with 90 attendees.
- Trivia.
- Holiday party with 140 people in attendance.
- Golf cart parade.

Mr. Falduto highly recommended attending the community events scheduled by Ms. Wells.

EIGHTH ORDER OF BUSINESS

Managers Report

Mr. Koncar gave a brief update on the financials. For the year-to-date expenses through November we have underspent the budget by \$8,000 which is significant because we had a big increase in our insurance costs beyond what we budgeted. The total insurance increase over what was budget was \$10,000.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Horsman, Mr. Scotto, Mr. Russo, and Ms. Teter wished everyone Happy Holidays.

TENTH ORDER OF BUSINESS

Audience Comments

Ms. Wohlleber commented on the pool lift issue.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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

Mr. Falduto reminded everyone that the next meeting is scheduled for January 18, 2024 at 10:00 a.m.



Robert Koncar
Secretary



Paul Falduto, Jr.
Chairman