

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

1 The regular meeting of the Board of Supervisors of the Heritage Oak Park Community
2 Development District was held Thursday, August 15, 2024 beginning at 10:00 a.m. at 19520
3 Heritage Oak Boulevard, Port Charlotte, Florida 33948.

4 Present and constituting a quorum were:

5 Paul Falduto, Jr.	Chairperson
6 Steve Horsman (remote)	Vice Chairperson
7 Vincent Scotto	Assistant Secretary
8 Jeanne Teter	Assistant Secretary
9 Carmen Russo (remote)	Assistant Secretary

10
11 Also present were:

12 Robert Koncar	District Manager, Inframark
13 Michelle Egan	Project Manager, Inframark
14 Jacque Wells	Activities Director

15
16 *The following is a summary of the discussions and actions taken.*

17 **FIRST ORDER OF BUSINESS** **Call to Order and Roll Call**

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

20 On MOTION by Ms. Teter seconded by Mr. Scotto, with all in
21 favor, allowing Mr. Horsman and Mr. Russo to fully participate in
22 today’s meeting remotely due to extenuating circumstances was
23 approved. 3-0

24
25 **SECOND ORDER OF BUSINESS**

Pledge of Allegiance

26 The Pledge of Allegiance was recited.

27 **THIRD ORDER OF BUSINESS**

Audience Comments on Agenda Items

28 None.

29 **FOURTH ORDER OF BUSINESS**

Comments from the Chairman

30 None.

31 **FIFTH ORDER OF BUSINESS**

Approval of Consent Agenda

- 32 A. Approval of the Minutes of the July 18, 2024 Regular Meeting
- 33 B. Financials and Check Register for July 31, 2024

34
35 On MOTION by Mr. Horsman seconded by Mr. Russo, with all in
36 favor, the Consent Agenda, minutes of the July 18, 2024 meeting
37 and the July Financial Statements were approved. 5-0

38
39

40 **SIXTH ORDER OF BUSINESS** **New Business**
41 None.

42 **SEVENTH ORDER OF BUSINESS** **Old Business**
43 None.

44 **EIGHTH ORDER OF BUSINESS** **Staff Reports**
45 None.

46 **NINTH ORDER OF BUSINESS** **Manager’s Report**
47 **A. Approval of the Updated Management Contract**

48
49 On MOTION by Mr. Horsman seconded by Ms. Teter, with all in
50 favor, the Updated Management Contract with Inframark, with the
51 key provisions outlined in the management memo to the Board and
52 authorizing the Chairman to execute the contract after legal review
53 was approved. 5-0

54
55 **B. Authorization to Allow the Chairman to Execute the Application and Final**
56 **Insurance Coverage Policy for the District**

57
58 On MOTION by Mr. Scotto seconded by Ms. Teter, with all in
59 favor, authorizing the Chairman to execute the application and final
60 insurance policy for the District was approved. 5-0

61
62 **C. Consideration of Resolution 2024-07 Spending Authorization**

63
64 On MOTION by Mr. Russo seconded by Ms. Teter, with all in favor,
65 resolution 2024-07 authorizing the disbursement of funds for
66 payment of certain recurring expenses without prior approval of the
67 Board of Supervisors, providing for a monetary threshold; detailing
68 additional purchasing requirements providing for severability; and
69 providing for conflict and an effective date was adopted. 5-0

70
71 **TENTH ORDER OF BUSINESS** **Supervisor Requests**
72 None

73 **ELEVENTH ORDER OF BUSINESS** **Audience Comments**
74 None.

75 **TWELFTH ORDER OF BUSINESS** **Adjournment**
76 There being no further business, the meeting was adjourned.

77

78
79 _____
80 Robert Koncar
Secretary

78
79 _____
80 Paul Falduto, Jr.
Chairman