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, February 20, 2025 at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte, Florida 33948.

Present and constituting a quorum were:

Paul Falduto, Jr.	Chairperson
Steve Horsman	Vice Chairperson
Peter Antosh	Assistant Secretary
Carmen Russo	Assistant Secretary
Jeanne Teter	Assistant Secretary

Also present were:

Sandra Demarco	District Manager
Michelle Egan	Project Manager
Several Residents	

The 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 Ms. Demarco called the roll. A quorum was established.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS **Approval of Agenda**

> On MOTION by Mr. Horsman seconded by Ms. Teter, with all in favor the agenda was approved as presented. 5-0

FOURTH ORDER OF BUSINESS **Audience Comments on Agenda Items**

None.

FIFTH ORDER OF BUSINESS **Comments from the Chairman**

- Mr. Falduto reported they are doing 50% irrigation to keep the pond in steady condition. If the pond level goes too low, it can endanger the pump in the pond. If any

residents have planted anything on their private property, he recommends they water it, so they do not die.

- Mr. Falduto reported a new Activities Director has been hired. Her name is Ms. Danielle Curls, and she has a great deal of experience in events planning.

SIXTH ORDER OF BUSINESS Approval of Consent Agenda

A. Approval of the Minutes of the January 16, 2025 Regular Meeting

B. Financials and Check Register for January 2025

> On MOTION by Mr. Horsman seconded by Mr. Russo, with all in favor, the Consent Agenda was approved as presented. 5-0

SEVENTH ORDER OF BUSINESS Old Business

A. Motion to Cancel Moving Forward with Landscape RFP

- Mr. Falduto explained the Landscaping RFP was tabled at the last meeting because the HOA and the condo associations were looking to take a different path forward. At the Tuesday HOPCA meeting, they hired their own landscaper. He requested a motion to cancel moving forward with the RFP.

> Mr. Horsman MOVED to cancel the Landscape RFP and Ms. Teter seconded it.

- Discussion ensued and Mr. Antosh inquired why they would not proceed with the RFP for the CDD. Mr. Falduto responded it no longer meets the threshold to require an RFP. He explained it does not work well when they have different landscapers working throughout the community. Ms. Eagan noted it has been a struggle in the past when they are different landscaping companies. Mr. Horsman noted they are here to service the community. Joya is less expensive than Mainscape. Mainscape wants to go up $63,000. He added it makes sense to have the same landscaper. Mr. Antosh inquired if the concern was the price, why did they not go with the lower scope of service. Mr. Horsman responded the scope is the higher one and not the lower one they had for Mainscape to keep their fees down. Mr. Falduto added the initial reason they were going out for RFPs is because people are not happy with Mainscape's service and performance. Mr. Antosh stated the information they received is for a five-year contract and that would exceed the threshold to go out for bids. Mr. Horseman responded the

contract is a one-year contract with the option to continue for five years. Ms. Demarco verified that it will not exceed the threshold because the threshold is based on a yearly basis. She added that she checked with District Counsel, and he said the District could proceed with it and not have to go out for RFP's.

On VOICE VOTE, with all in favor, the prior motion was approved. 5-0

EIGHTH ORDER OF BUSINESS **New Business**

A. Landscaping Services

- **Consideration of Motion to Terminate Contract with Mainscape**
- **Consideration of Motion to Enter into an Agreement with Joya for Landscaping Services and Authorization for the Chairman to Execute the Contract**

- Mr. Falduto entertained a motion to enter into an agreement for Landscaping Services with Joya Landscaping Services and authorization for the Chairman to execute a working contract with District Counsel.

On MOTION by Mr. Horsman seconded by Mr. Russo. with all in favor, to enter into an agreement with Joya Landscaping Services and authorize the Chairman to execute a contract working with District Counsel was approved. 5-0

- Discussion ensued and Mr. Antosh inquired if the meeting could be continued to review the contract or if the contract could be sent to the Board by Ms. Demarco prior to execution. Mr. Falduto clarified the CDD was not involved with the negotiations with Joya for the HOA and the condo associations. The HOA obtained a quote for the CDD. Mr. Antosh requested the motion to be amended to include the drafted contract be sent to the Board by Ms. Demarco.

On MOTION by Mr. Horsman seconded by Mr. Russo, with all in favor, the prior motion was amended to include the drafted contract be sent to the Board by Ms. Demarco for the Board's review prior to execution. 5-0

On MOTION by Mr. Russo seconded by Mr. Horsman with all in favor, a 60-day termination notice to Mainscape was approved. 5-0

NINTH ORDER OF BUSINESS Staff Reports

- Ms. Egan reported they are doing the concrete work for Villa 3. They are starting the pond next week. She will be sending out an email blast. They already went out yesterday to verify and measure. They are going out to mark and paint today. They will start cutting out Monday as soon as they complete Villa 3, providing it does not rain. At that time, she will be shutting down the pond walkway for safety and because there are areas over fifty feet in length.
- Ms. Eagan noted Done Right is scheduled to repair the malfunctioning pool heater.
- Regarding the awnings, they have not sent the vendor the awning parts. She calls the vendor twice per week.
- The annual fire inspection is coming up and the five-year inspection is also due. The back flow failed and cannot be rebuilt due to its age and condition, the sprinklers passed, and the alarms passed. The cost to replace the back flow is $7,850. Seven sprinkler heads were replaced. They may need to get a permit for the back flow, which would require additional costs.

On MOTION by Mr. Horsman seconded by Ms. Teter, with all in favor, to replace back flow at a cost not to exceed $9,000 for the fire suppression system in the Lodge was approved. 5-0

- Ms. Eagan noted when they do this, they will have to shut off the water to the building for approximately two hours. Discussion ensued and there was consensus to shut the building down the day the work is being done. Ms. Eagan will see if they can isolate the water shut off, so they do not have to close the pool. Ms. Teter noted this creates a situation which can be deemed an emergency and issues could arise such as citations and needing a permit from the County.
- Mr. Falduto stated they need to set up budget workshops for the Fiscal Year 2026 budget. He suggested having them at 9:00 a.m. prior to the regular meetings for March, April, and May.

On MOTION by Mr. Horsman seconded by Mr. Russo, with all in favor, holding budget workshops at 9:00 a.m. prior to the regular meetings for March, April, and May 2025 was approved. 5-0

- Mr. Falduto requested Ms. Terri Lusk, Inframark accountant, attend the March budget workshop.

TENTH ORDER OF BUSINESS Manager's Report

A. Consideration of Resolution 2025-03, Adopting Goals and Objectives

Ms. Demarco reviewed the resolution which is a new requirement passed during last year's legislation. It is a formality, and they kept the goals and objectives simple with a list of what is already being done by the CDD.

On MOTION by Ms. Teter seconded by Mr. Russo, with all in favor, Resolution 2025-03, Adopting Goals, Objectives and Performance Measures and Standards; Providing a Severability Clause; and Providing an Effective Date was adopted.5-0

Discussion ensued.

On MOTION by Mr. Antosh seconded by Mr. Horsman, with all in favor to amend Section 2.1 to require a monthly report from the District Manager.

On MOTION by Mr. Antosh seconded by Mr. Horsman, with all in favor, the prior motion to amend Resolution 2025-03, Section 2.1 to require a monthly report from the District Manager was adopted. 5-0

B. Acceptance of the Fiscal Year 2024 Audit Prepared by Independent Auditors Grau & Associates

Ms. Demarco reviewed the audit report and indicated there were no findings and it is a clean audit.

On MOTION by Mr. Russo seconded by Mr. Horsman, with all in favor, Fiscal Year 2024 Audit Report prepared by Independent Auditors Grau & Associates was accepted. 5-0

ELEVENTH ORDER OF BUSINESS **Supervisor Requests**

- Mr. Antosh inquired about the October 31, 2024, continued meeting minutes. Ms. Demarco responded with the turnover in District Managers they could not locate a recording; however, Ms. Eagan took notes, and the minutes will be drafted based on the those notes and placed on the next agenda.
- Mr. Antosh asked for an update on paving and whether they would be repaving. Mr. Falduto responded it would have to be a Board decision. Nothing has been approved yet. He wanted to get the landscaping taken care of first. Paving will be coming before the Board soon.
- Mr. Antosh inquired if they were going to complete reflectors in the pavement. Ms. Eagan responded yes.
- Mr. Horsman commended the maintenance man for the great work he is doing.

TWELFTH ORDER OF BUSINESS **Audience Comments**

None.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Teter seconded by Mr. Russo, with all in favor, the meeting was adjourned at 10:39 a.m. 5-0

Secretary/Assistant Secretary

Paul Falduto, Jr.
Chairman