# 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, May 15, 2025 at 10:00 a.m. at 19520 Heritage Oak Boulevard, Port Charlotte, Florida 33948.

Present and constituting a quorum were:

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

Also present were:

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| Sandra Demarco | District Manager |
| Michelle Egan | Project Manager |
| Daniela Curls | Activities Director |
| Terri Lusk | Accountant, Inframark (Via Teams) |
| 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** **Audience Comments on Agenda Items**

None.

**FOURTH ORDER OF BUSINESS** **Comments from the Chairperson**

- Mr. Falduto commented on the severe drought. The pond levels are still low, and they are working at 25% irrigation.

**FIFTH ORDER OF BUSINESS** **Approval of Consent Agenda**

**A. Approval of the Minutes of the April 10, 2025 Budget Workshop**
**B. Approval of the Minutes of the April 20, 2025 Regular Meeting**
**C. Financials and Check Register for April 2025**

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

**SIXTH ORDER OF BUSINESS** **Approval of the Fiscal Year 2026 Proposed Budget**

**A. Consideration of Resolution 2025-04, Approving the Fiscal Year 2026 Proposed Budget and Setting the Public Hearing**

> Mr. Horsman MOVED to adopt Resolution 2025-04, Approving the Proposed Budget for Fiscal Year 2026 and Setting the Public Hearing to be held on Thursday, July 17, 2025 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida and Mr. Russo seconded it.

- Mr. Falduto reviewed the discussions the Board had at the budget workshops, and that there will be a $100 increase per unit for the Fiscal Year 2026 Budget.
- Ms. Teter suggested going through the items to be addressed during Fiscal Year 2026.
- Mr. Falduto explained the increase is due to contract increases, addressing irrigation issues and adding to the Road Reserve so they can finish the road work in the near future. He noted there was no increase last year for the Fiscal Year 2025 budget. There was no further discussion.

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

**SEVENTH ORDER OF BUSINESS** **Old Business**

- None.

**EIGHTH ORDER OF BUSINESS** **New Business**

**A. Road Tree Trimming**

- Ms. Egan requested approval for a not to exceed cost, so she can address several trees that need trimming. They are growing rapidly, and various vendor trucks have hit the low hanging tree branches. Discussion ensued.

> Ms. Teter MOVED to approve tree trimming in an amount not to exceed $7,500 and Mr. Russo seconded the motion.

- Mr. Horsman requested the road areas be taken care of first. Ms. Egan confirmed that was her plan.

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

**NINTH ORDER OF BUSINESS** **Monthly Inspection Report**

- Ms. Egan distributed the inspection report and noted she will also email the Board an Excel spreadsheet detailing everything that occurs throughout the month prior to the meeting.

**ELEVENTH ORDER OF BUSINESS** **Manager's Report**

**A. Information on the Number of Registered Voters in the District - 699**

- Ms. Demarco noted this is for informational purposes only. The District is required to request the number of registered voters as of April 15th of every year from the Supervisor of Elections. There are currently 699 registered voters within the District.

**TENTH ORDER OF BUSINESS** **Staff Reports**

Ms. Egan reported the following:

- Streetlight repairs will begin on May 23, 2025 at 7:30 a.m.
- The Website is having issues. She is working with GoDaddy to resolve the issues.
- The Wi-Fi at the Lodge will be working intermittently due to Comcast work in the area. The gates will need to be left open during this time.
- The Sunsetter representative was on site to look at the awning. He will have a vendor from Sarasota perform the installation.
- The contractor is waiting to receive the deposit check from the insurance company to begin work on the back wall.
- The Lodge roof has vulnerabilities that need to be addressed. MasterCraft Roofing provided a proposal to repair the roof. Mr. Horsman reviewed the scope of work. It is in the District's best interest to repair.

> On MOTION by Mr. Horsman seconded by Mr. Russo, with all in favor, MasterCraft Roofing Proposal to repair the roof at a cost not to exceed $10,500 to be paid from the Road Reserves was approved. 5-0

- Ms. Egan noted the pool will need to be closed for the days the roof is being repaired because they need access to the Lodge for their lift trucks. Mr. Horsman stated the work may take from a couple of days to one week.

**TWELFTH ORDER OF BUSINESS** **Supervisor Requests**

- Mr. Antosh discussed the Excel spreadsheet Ms. Egan will be providing. He spoke with Ms. Egan about it before the regular meeting.
- Ms. Teter noted after they refurbish the Clubhouse, she would like the big orange window valance removed, as it is outdated.

**THIRTEENTH ORDER OF BUSINESS** **Adjournment**

There being no further business,

> On MOTION by Mr. Russo seconded by Mr. Horsman, with all in favor, the meeting was adjourned at 10:22 a.m. 5-0

Secretary/Assistant Secretary

Chairperson/Assistant Chairperson