

**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 on Thursday, April 15, 2010 at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Olin Earl Bell	Chairman
David C. Davis	Vice Chairman
Julia McIntyre	Assistant Secretary
Douglas P. Blake	Assistant Secretary
Betty Keller	Assistant Secretary

Also present were:

Cal Teague	District Manager
Kim Ueding	Property Manager
Paula Davis	Severn Trent Services
Several Residents	

The following is a summary of the minutes and actions taken at the April 15, 2010 meeting of the Heritage Oak Park Community Development District Board of Supervisors.

FIRST ORDER OF BUSINESS

Roll Call

Chairman Bell called the meeting to order and Mr. Teague called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

- There were no audience comments.

FOURTH ORDER OF BUSINESS

Approval of Agenda and Consent Agenda

A. Approval of the Minutes of the March 18, 2010 Meeting

- Minor corrections were made to the March 18, 2010 minutes and will be incorporated into those minutes.

On MOTION by Mr. Blake seconded by Ms. McIntyre with all in favor the minutes of the March 18, 2010 meeting were approved as amended.

FIFTH ORDER OF BUSINESS

HOP Community Association Report

- There being no report, the next item followed.

SIXTH ORDER OF BUSINESS

Old Business

A. Review of Proposals for Minor Repairs and Painting the Peachland Wall

- The Property Manager noted she received a few proposals with large differences in the prices. She will clarify the reason for the large price differences or get new proposals and bring to the next CDD Board meeting.

B. Update on Internet Agreement for Rear Gate Security Camera Installation

- Marsha Bitgood distributed information on Internet access for the front and back gates with security camera installation. This would provide remote monitoring from the Property Manager's office. She noted the charges and fees from Century Link. Century Link's monthly charge for the 1.5 DSL line for the front gate would be \$50.44 plus surcharges and fees; installation, router, activation and one static IP address.
- For the back gate using Broadband the monthly charge would be \$70.44 plus surcharges and fees; installation, router, activation and one static IP address.
- A trench in support of the back gate installation would cost from \$2,000 to \$2,500.
- Ms. Bitgood noted issues with the back gate: conduit is too small; the existing conduit contains two 90 degree bends in concrete; and the cable at 19355 Water Oak Drive building is cemented into the trench.
- The Board discussed the project. Mr. Blake felt both the back gate and front gate should be deferred at this time.

Mr. Blake MOVED to defer the internet connectivity to have access to the front gate and back gate security camera installation and Ms. Keller seconded the motion.

- Ms. Bitgood noted we do not currently have any internet service at the front gate. There is, however, internet service in the lodge and the vicinity. All cameras are on the Internet except the front gate and the back gate.
- The Board felt, if needed, staff could access DVRs for each location and later review the recording.
- Ms. McIntyre wanted to add an amendment to the prior motion to install the Internet at the front gate only.

Ms. McIntyre MOVED to add an amendment to the prior motion to install the Internet service for remote monitoring to the front gate only and not at the back gate.

On VOICE vote with Ms. McIntyre and Ms. Keller voting aye and Mr. Blake, Mr. Davis and Mr. Bell voting nay; the amendment to the motion failed.

On Voice vote with Mr. Blake, Mr. Davis and Mr. Bell voting aye and Ms. McIntyre and Ms. Keller voting nay the original motion passed.

- Ms. Bitgood was asked to look into conferencing units for cases where there is a need for a telephone conference with a vendor, CDD member or HOPCA member who physically cannot attend a Board meeting, but can remotely dial in and attend via conference call.
- She noted she dealt many times in the past with a company called Polycom. Their products are very high quality.
- She demonstrated a Polycom speakerphone and how it works. It can accommodate up to 12 people. She noted it will cost an estimated \$750 which includes extended microphones, freight and handling.

Ms. McIntyre MOVED to approve the purchase of a Polycom speakerphone at a cost up to \$750 and Mr. Blake seconded the motion.

- Ms. Bitgood explained the advantages of using this speakerphone.

On Voice vote with all in favor the prior motion was approved and motion passed.

- The Chairman again thanked Ms. Bitgood for her hard work.

C. Gate Maintenance Proposals

- The Chairman noted he and Ms. Ueding interviewed several different gate maintenance companies. They have not found good proposals to recommend to the Board. They will continue on a month-to-month basis with the existing vendor and continue to research for a possible new vendor.

SEVENTH ORDER OF BUSINESS

New Business

A. Review of Insurance Coverage

- Mr. Teague noted at the last meeting a question was presented from the Board regarding the types of insurance coverage and for that reason Paula Davis of Severn Trent from the Coral Springs office was attending this meeting. He introduced Ms. Davis noting she is the Head of the Accounts Payable Department and an expert on insurance coverage.
- Ms. Davis noted she forwarded to the Board a copy of the insurance policy with a brief summary before today's meeting.
- She then updated the Board on current District insurance coverage explaining each, including general liability, public official liability, employee practice liability, automobile (non-owned), and property coverage.
- She emphasized the need to get copies of insurance from contractors.
- She invited the Board to contact her whenever they have questions.
- She was asked what kind of coverage the District has with regard to tree removal after a hurricane. She will get a quote for streetlights in the Park.

- The Chairman thanked Ms. Davis who has been very informative and for working together with the Property Manager with the documents.

B. HOPCA Welcome Form Review for Usage of Logo

- HOPCA reported they were waiting to have all of the welcome forms in place before presenting for the Board's consideration to use the CDD logo.

EIGHTH ORDER OF BUSINESS

Engineer's Report

- There not being any, the next item followed.

NINTH ORDER OF BUSINESS

**Community Development District
Planning Committee**

- Ms. McIntyre noted the Planning Committee met at 7:00 p.m. on April 6, 2010 and reviewed asset records which is an ongoing project and will go on for some time.
- The Planning Committee completed all tasks on their agenda and will temporarily suspend monthly meeting until the need arises.

Due to a failure of the recording equipment at this point forward the minutes could not be transcribed. The following is a summary provided the District Manager.

TENTH ORDER OF BUSINESS

Supervisor/Committee Reports

- Ms. McIntyre reported the Website Committee met twice since their last meeting and identified a back-up webmaster and ownership of the website name is being transferred to the District. She reported they felt any further efforts to develop a website should be delayed until decisions on a management company are known since they might provide a website as part of their package.

ELEVENTH ORDER OF BUSINESS

Manager's Report

**A. Review of General Election Process and Consideration of Resolution
2010-01**

- Mr. Teague explained the election process and noted two seats are up for election in November; Mr. Bell's Seat #3 and Ms. McIntyre, Seat #4.

- The qualification requirements to be elected to the Board were reviewed; candidates must be residents of HOP and registered voters in the State of Florida. They must qualify at the Charlotte County Supervisor of Elections office by petition before May 17, 2010 or qualify by payment of a \$25 fee between noon on June 14, 2010 and noon on June 18, 2010. Both seats have four year terms.
- He noted Resolution 2010-01 authorizes the County Supervisor of Elections to conduct the election.

On MOTION by Mr. Blake seconded by Ms. McIntyre with all in favor Resolution 2010-01 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 was adopted.

B. Approval of the Financial Statements and Check Register

- Mr. Teague presented the financials.

On MOTION by Ms. McIntyre seconded by Mr. Blake with all in favor the financial statements and check register for the period ending March 31, 2010 was accepted.

C. 2011 Budget Preparation

- The development of the budget was discussed and the potential of large expenditures for the irrigation system was discussed.
- Mainscape has a proposal for the Board's consideration which will be presented at a continuation meeting on April 22, 2010 at 9:00 a.m.

TWELTH ORDER OF BUSINESS

Attorney's Report

- There not being, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Property Manager's Report

A. Update on Miscellaneous Activities

Ms. Ueding reported the following:

- She noted a report has been filed against the HOPCA related to the Americans with Disabilities Act (ADA). She took the initiative to review CDD facilities and

property to assess any ADA issues that may exist and provided a brief summary to the Board. She will receive additional information on this and submit it to the Board.

- She also submitted her monthly report and it is attached hereto as part of the record.
- She reported on pool issues, janitorial and landscaping contracts, mailbox numbering and sidewalks around the lake.
- She raised the question about pool signage that refers to guest passes, but the Board has not approved them yet. She will put tape over that portion of the sign until the Board makes a decision on this issue.

FOURTEENTH ORDER OF BUSINESS Supervisor Requests

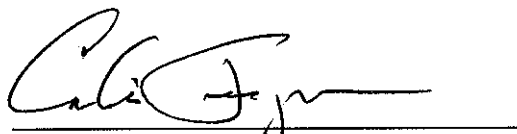
- There not being any, the next item followed.

FIFTEENTH ORDER OF BUSINESS Audience Comments

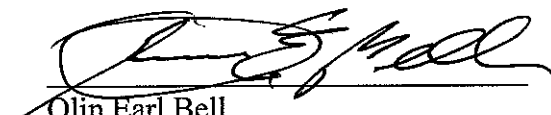
- There not being any, the next item followed.

SIXTEENTH ORDER OF BUSINESS Continuation

There being no further business, the Chairman noted this meeting will continue to Thursday, April 22, 2010 at 9:00 a.m. in the Heritage Oak Park Lodge, 19520 Heritage Oak Park, Port Charlotte, Florida.



Calvin Teague
Secretary



Olin Earl Bell
Chairman