

**HERITAGE PINES**  
**COMMUNITY DEVELOPMENT**  
**DISTRICT**

**REGULAR MEETING**  
**AGENDA**

**February 11, 2014**

# Heritage Pines Community Development District

6131 Lyons Road, Suite 100 • Coconut Creek, Florida 33073

Phone: (954) 426-2105 • Fax: (954) 426-2147 • Toll-free: (877) 276-0889

January 31, 2014

Board of Supervisors  
Heritage Pines Community Development District

Dear Board Members:

A Regular Meeting of the Heritage Pines Community Development District's Board of Supervisors will be held on **Tuesday, February 11, 2014 at 2:00 p.m.**, in the **Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments [**3 minutes per person**]
3. Update: Reclaimed Water Transition Activities
4. Discussion: Mowing Equipment Used on District EDRA's
5. Approval of **December 10, 2013** Regular Meeting Minutes
6. Other Business
7. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
    - i. Approval of Unaudited Financial Statements as of December 31, 2013
    - ii. **NEXT MEETING: April 8, 2014 at 2:00 P.M.**
8. Supervisors' Requests
9. Adjournment

If you have any questions or comments, please contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.  
District Manager

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:**

**CALL IN NUMBER: 1-888-354-0094**

**CONFERENCE ID: 8593810**

1 **MINUTES OF MEETING**  
2 **HERITAGE PINES**  
3 **COMMUNITY DEVELOPMENT DISTRICT**  
4

5 A Regular Meeting of the Heritage Pines Community Development District's Board of  
6 Supervisors was held on **Tuesday, December 10, 2013 at 2:00 p.m.**, in the **Heritage Pines**  
7 **Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667.**  
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9 **Present at the meeting were:**

10		
11	Gilbert Herr	Chair
12	Raymond Russell	Vice Chair
13	Herbert Elliott	Assistant Secretary
14	Robert Zimmerman	Assistant Secretary
15	Jack Nelson	Assistant Secretary
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17 **Also present were:**

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19	Chuck Adams	District Manager
20	Cleo Crismond	Assistant Regional Manager
21	Kurt Heath	District Engineer
22	Bonnie Walsh	Resident
23	Linda Mariano	Resident
24	Rosie Tilton	Resident
25	Mr. Pike	Resident
26	Raymond Doolittle	Resident
27	Residents	
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30 **FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

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32 Mr. Adams called the meeting to order at 2:00 p.m., and noted, for the record, that all  
33 Supervisors were present, in person.  
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35 **SECOND ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

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37 Mr. Herr asked for public comments. He advised that a member of the public may  
38 comment on an agenda item, subsequent to the Board's discussion of each item.  
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40 **THIRD ORDER OF BUSINESS**

**Discussion: Potential Projects HOA Can Participate in With CDD**

42 Mr. Herr reported that the HOA is preparing a list of potential projects for next year and  
43 they inquired if the District has suggestions for collaborated improvements. A resident asked  
44 why is there no HOA representative present. Mr. Herr indicated that the HOA requested that the  
45 District have a discussion and provide them with a list. The resident expressed confusion with  
46 this discussion and indicated that it was his understanding that Mr. David Coe, General Manager,  
47 has not completed the list of improvements; therefore, a discussion should not be held at this  
48 time.

49 Mr. Russell explained that the District is preparing the budget; therefore, improvements  
50 must be identified. He stated that he is not aware of any improvements within the boundaries of  
51 the HOA.

52 Mr. Adams suggested deferring this discussion and noted that the next Board Meeting  
53 will be held in February; Mr. Coe and the HOA may have a completed list by that time. Mr.  
54 Nelson proposed that the Board extend a formal invitation to the HOA to attend the next Board  
55 Meeting.

56 Mr. Herr believes that the list was initiated by the drainage problems near #9 in Paleo  
57 Park; there was confusion as to who was responsible for the repairs. He noted that the \$12,000  
58 repair costs were equally shared between the District and the HOA. Mr. Herr reported that,  
59 during the road resurfacing discussions, Mr. Coe and the president of the HOA, Mr. Kevin  
60 McCrystal, asked the District to advise the HOA of any improvements that should be cost  
61 shared; hence, the discussion today. Mr. Herr indicated that he has no suggestions to add to the  
62 list.

63 Mr. Elliott recalled that the initial response, from the HOA, regarding cost sharing for the  
64 #9 drainage improvements was positive; however, the HOA rescinded their cooperation. Mr.  
65 Herr clarified that the HOA rescinded pending advice from their legal counsel. Mr. Elliott  
66 indicated that the HOA received legal advice and he believes their legal counsel determined that  
67 the repairs were made on HOA property; however, the District is cost sharing 50% of the  
68 expenses. Mr. Herr and Mr. Russell clarified that part of the damage was in the District's dry  
69 retention area (DRA). Mr. Russell indicated that he asked the HOA to pay 50% of the expenses  
70 and they agreed. Mr. Russell does not believe that the HOA should pay for all the repairs  
71 because the DRAs are the District's responsibility. Mr. Elliott pointed out that the cause of the

72 damage originated from HOA property. Mr. Russell concurred. Mr. Zimmerman noted that  
73 safety issues were a factor in making the repairs.

74 Mr. Herr indicated that the list will be presented during a future Board meeting,  
75 subsequent to its receipt from the HOA.

76 Referring to the drainage improvements made near #9, Ms. Bonnie Walsh, a resident,  
77 stated that she was not aware of the repairs or the costs and asked when the repairs were  
78 approved. Mr. Adams explained that the repairs were approved and are within the District's  
79 budget. Ms. Walsh stated that it is good that the District and HOA desire to work together;  
80 however, this community has spent a lot of time making a distinction that the HOA is the  
81 'association' and the District is a 'government entity' and the two (2) entities should be kept  
82 separate. Ms. Walsh wondered what the project collaboration is leading to. In response to the  
83 question where the future project list came from, Ms. Walsh deduced that it came from Mr. Coe.  
84 Mr. Elliott clarified that this is the Board's assumption. Mr. Herr explained that the #9 drainage  
85 improvement was initiated by the District and the potential projects list was initiated by the  
86 HOA. Ms. Walsh stated that she was not aware that the HOA approved the \$6,000 expenditure  
87 for the drainage improvement.

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89 **FOURTH ORDER OF BUSINESS**

**Approval of October 8, 2013 Regular Meeting Minutes**

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92 Mr. Herr presented the October 8, 2013 Regular Meeting Minutes and asked for any  
93 additions, deletions or corrections.

94 The following change was made:

95 Lines 13 and throughout: Change "Elliott" to "Elliot"

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**On MOTION by Mr. Russell and seconded by Mr. Nelson,  
with all in favor, the October 8, 2013 Regular Meeting  
Minutes, as amended, were approved.**

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102 **FIFTH ORDER OF BUSINESS**

**Other Business**

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- 104 **▪ Concerned Citizens' Fund**

105 Mr. Herr recalled that the Concerned Citizens agreed to donate the remaining \$14,623 in  
106 their fund, to the District. He presented the check from the Concerned Citizens and reported that  
107 the District and the Concerned Citizens executed an agreement stipulating that at least \$3,000  
108 will be withheld, for a minimum of six (6) months, in case other members come forward to  
109 request a refund. The agreement also stipulates that the money gifted to the District will only be  
110 used for clearing and installing walking trails, picnic facilities and general improvements to the  
111 nature area in the newly acquired property. Any funds remaining, subsequent to the six (6)-  
112 month period, will be utilized for future improvements in the best interest of the community.

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114 **On MOTION by Mr. Nelson and seconded by Mr. Elliott, with**  
115 **all in favor, the Concerned Citizens' Fund Agreement and the**  
116 **donation, in the amount of \$14,623, were approved.**  
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119 ■ **Engineer Update: Reclaimed Water Project Activities**

120 ***\*\*\*This item previously 6.B.i., was presented out of order.\*\*\****

121 Mr. Herr reported that the District executed the Cooperative Funding Agreement. He  
122 advised that copies of the agreement were disseminated to the Board and the original was  
123 provided to Mr. Adams, for placement in the District's public records.

124 Mr. Herr asked Mr. Heath to provide an update regarding the reclaimed water project.

125 Mr. Heath indicated that his firm is currently working on the plans and Mr. Stroud is  
126 updating the base map. He advised that his firm did not have "as built" information on three (3)  
127 or four (4) villages and were obligated to compose the information from scratch, which took  
128 additional time. Mr. Heath stated that a meeting will be held tomorrow to initiate work on the  
129 sheet layout. The plan is to present a full set of drawings to the Board by Christmas, prior to the  
130 county's review.

131 Mr. Herr asked if the county will prepare specifications, subsequent to their review of the  
132 drawings. Mr. Heath clarified that his firm will prepare the specifications, plans, etc., and the  
133 county will review, edit and provide their comments. Mr. Herr presumed that there will be  
134 several iterations, prior to the final specifications. Mr. Herr questioned whether plans will be  
135 presented to the Board during the February meeting. Mr. Heath explained that the idea is to have  
136 all the plans completed and ready for bid by the end of January.

137 Mr. Heath advised that Ms. Pamela Wright, of Pasco County Utilities (PCU), informed  
138 him the day before that PCU has not received the executed Cooperative Funding Agreement  
139 from Southwest Florida Water Management District (SWFWMD). Mr. Heath noted that the  
140 project has been approved and the county will not release a formal contract until the executed  
141 agreement is received from SWFWMD; he does not anticipate any problems.

142 Mr. Herr recalled delays with the permits when villages, within the District, were  
143 previously connected to the county's reclaimed water system. He asked if the county will  
144 prepare all the permits. Mr. Heath clarified that there will be one (1) permit. Mr. Heath asked  
145 how the boring underneath the road will be handled. Mr. Herr recollected that, with the prior  
146 village connections, an agreement was entered into between the District, the HOA and village, to  
147 allow the boring to take place. Mr. Heath indicated that an agreement, similar to that prepared in  
148 the other villages, will be necessary for the areas that are outside of the right-of-way or an  
149 existing easement.

150 Ms. Linda Mariano, a resident, questioned the estimated time frame for the effluent water  
151 installation. Mr. Heath indicated that the intent is to have the plans completed by the end of  
152 January and noted that the bidding phase takes approximately two (2) months. The project is  
153 contingent upon the county's schedule; however, Mr. Heath estimates that the project will be  
154 underway in May. Mr. Heath anticipates that the boring contractors will be on site first.  
155 Submittals for materials must be provided, for approval, and it usually takes an additional two  
156 (2) months for the materials to be received. Mr. Heath expects the project to be completed after  
157 Christmas, 2014.

158 Mr. Russell advised that he has a booklet containing information about the wells that  
159 were installed within the boundaries of the District. Mr. Heath confirmed that he would like a  
160 copy of the booklet.

161 Mr. Nelson indicated that the Board should have knowledge of the number of wells that  
162 will be closed, in case they are questioned residents. It is Mr. Nelson's understanding that 28  
163 wells will be closed. Ms. Walsh asked if that amounts to all the wells within the District. Mr.  
164 Heath explained that all the wells should be shut down; the only wells that will be used are the  
165 augmentation wells, which are utilized in the event Pond #5 is not receiving effluent water from  
166 the county, intended for golf course irrigation.

167 For clarification, Ms. Rosie Tilton, a resident, asked Mr. Nelson if the 28 wells, that he  
168 referenced, are comprised of 18 wells installed by Lennar Homes, Inc. (Lennar) and ten (10)  
169 preexisting wells. Mr. Nelson indicated that Mr. Gary Wind provided the information. Mr. Herr  
170 recalled that Lennar drilled 23 wells and there were five (5) preexisting wells within the villages.  
171 Ms. Tilton stated that, to her knowledge, all the wells that were permitted were not drilled. She  
172 was under the impression that Lennar drilled 18 wells.

173 Mr. Herr reported that the contract between the District and ValleyCrest Golf Course  
174 Maintenance, Inc. (ValleyCrest), will expire on December 31, 2013. He explained that the  
175 contract is a renewal/extension and will not undergo the bidding process.

176 Mr. Adams clarified that the contract is for a three (3)-year period with two (2), one (1)-  
177 year extensions. The three (3)-year contract period expires on December 31, 2013; therefore, the  
178 Board can consider the first one (1) year option, for the 2014 calendar year, in the amount of  
179 \$79,459.56, plus the Consumer Price Index (CPI) increase, which is a standard increase. Mr.  
180 Adams presumed that the CPI will be posted by mid-December. He noted that the 2013 CPI was  
181 1.7%; however, he anticipates this year's percentage to be higher. Mr. Adams noted that  
182 ValleyCrest's performance has been satisfactory. He believes that the contract does not need to  
183 be put out to bid.

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**On MOTION by Mr. Elliott and seconded by Mr. Russell, with all in favor, the one (1)-year extension of the ValleyCrest Golf Course Maintenance, Inc., Contract, in the amount of \$79,459.56, plus the Consumer Price Index increase, was approved.**

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▪ **Environmental Dry Retention Areas (EDRAs)**

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Mr. Russell reported that the residents on Sun Tree Road submitted a request for the removal of the grass on the EDRA that is facing their homes and to have that area replanted. The residents expressed dissatisfaction with the maintenance of that EDRA. Mr. Russell proposed including the project in the Fiscal Year 2014 budget.

Mr. Pike, a resident, provided a history of the deteriorating maintenance of the EDRA. He indicated that ValleyCrest rakes the debris but does not pick it up. Mr. Adams asked Mr.



199 Pike to provide his first name for the record. Mr. Pike declined. Mr. Elliott asked what debris  
200 ValleyCrest is leaving behind. Mr. Pike reiterated that the debris is raked but not picked up.

201 Mr. Herr inquired about the best time for planting. Mr. Adams confirmed that April or  
202 May are good months for planting. Mr. Russell indicated that it will depend on the weather and  
203 noted that the plantings cannot be performed at this time. Mr. Russell clarified that sod or  
204 vegetation will be planted in that area. It was noted that Mr. Russell is referring to EDRA #2A.

205 Mr. Russell motioned for refurbishment of EDRA #2A. Mr. Elliott stated that projects  
206 are placed on a priority list that that is based on available funds; he suggested adding this project  
207 to the priority list. Mr. Elliott agreed that the debris should be picked up from the lake area.

208 Mr. Herr reported that Fiscal Year 2014 began in October and \$20,000 was allocated for  
209 “Dry retention pond refurbishment planting”. Mr. Herr suggested making one (1) motion for  
210 refurbishment of all the EDRA’s.

211 Mr. Elliott stated that EDRA #40 is on the refurbishment list and currently has a 1:2  
212 slope, making it impossible to maneuver mower equipment. If a repair is performed, the slope  
213 must be decreased to 1:4, which will cost approximately \$11,000. Mr. Herr indicated that it  
214 might be better to eliminate the mowing by installing plants. Mr. Elliott clarified that the area  
215 has been planted and the vegetation is thick. Mr. Elliott indicated that homes do not overlook  
216 EDRA #40; therefore, complaints regarding aesthetics have not been received. Mr. Elliott  
217 pointed out that \$20,000 can be spent quickly. Mr. Russell stated that the least amount of money  
218 will be spent on EDRA #2A. Mr. Nelson asked Mr. Russell for an estimate to refurbish EDRA  
219 #2A. Mr. Russell stated that he does not have that information at this time.

220 Mr. Russell retracted his motion and asked Mr. Adams to suggest language for a new  
221 motion. Mr. Adams suggested a motion replanting bare areas on EDRA #2A, as a part of a  
222 larger project, later in the spring of 2014.

223 Mr. Nelson reported that he assessed EDRA #40, with the landscaping company, and it  
224 was determined that there is 1,232 square feet of sand in the bottom of the pond. He noted that  
225 the grass is progressing, except for the southeast corner. Mr. Nelson indicated that residents  
226 from Rolling Hills South submitted a petition to the District. Their complaint is that sand is  
227 carried, by the wind, into their patios, windows, etc. The residents are forced to constantly clean  
228 and power wash their properties.

229 Mr. Nelson presented an illustration depicting the inclusion of 150 plants to EDRA #40 at  
230 a cost of approximately \$1,400, excluding rocks. Mr. Russell noted that SWFWMD prefers that  
231 the EDRA basins are kept clear to allow percolation; therefore, he believes that the project might  
232 not be approved.

233 Mr. Russell noted that ValleyCrest will not clear the sand by hand; they might do it once  
234 per year but that is insufficient. He suggested installing shrubs and several large rocks to block  
235 the sand and referred to the work performed in EDRA #13, as an example of what SWFWMD will  
236 accept.

237 Mr. Russell suggested tabling this discussion until further information is received.

238 Mr. Nelson reported that the residents are willing to donate funds for the EDRA #40  
239 improvement and asked if donations are legally feasible.

240 Mr. Elliott noted a similar situation, approximately four (4) years ago, in EDRA #13 near  
241 Fairway Green. He recalled major complaints from residents regarding sand blowing onto their  
242 properties. It was mentioned that installing rocks and shrubs eradicated the problem.

243 Mr. Nelson expressed confusion with SWFWMD's EDRA qualifications; some are full  
244 of grass and some are full of sand. He asked what the distinction is. Mr. Heath indicated that the  
245 District's ground cover is a determining factor with SWFWMD's qualifications; moist ground  
246 cover calls for sand. Mr. Heath asked if EDRA #40 has sprinklers along the perimeter. Mr.  
247 Russell confirmed that there were sprinklers, in the past.

248 Discussion ensued regarding the aesthetics of various EDRAs. Mr. Nelson noted that the  
249 EDRAs, in Village 33, are grassed in beautifully. Mr. Heath explained that some areas stay  
250 moist longer than others and are able to sustain grass. Mr. Heath indicated that SWFWMD's  
251 concerns are that the volume of the EDRAs is not decreased, percolation is not impacted and the  
252 parameters of the base are not changed. In his opinion, SWFWMD will not have a problem with  
253 reducing the slopes and installing plants to eliminate mowing.

254 With regard to EDRA #40, Mr. Heath recommended "doing something along the sloped  
255 areas" and making sure that the irrigation is working; the sand will resist being picked up by the  
256 wind if it is kept moist.

257 Mr. Elliott opined that EDRA #40 is not irrigated frequently enough. He recalled that  
258 approximately \$40,000 was spent to refurbish that area and, if it is not irrigated at least once per  
259 week, erosion will reoccur.

260 Mr. Russell reported that he was previously informed by the ValleyCrest superintendent  
261 that SWFWMD's position is that, once plantings are installed on the slopes, irrigation is not  
262 necessary. Mr. Russell indicated that he had several discussions with ValleyCrest disputing this  
263 allegation, especially because he wanted to take advantage of the free reclaimed water during the  
264 month of November. Mr. Russell asked if Mr. Heath can clarify ValleyCrest's statement. Mr.  
265 Russell contended that the District expended a great deal of money installing sod in the EDRAs  
266 and they should be properly maintained.

267 Mr. Heath stated that there is a big difference between establishing vegetation on the  
268 slopes and maintaining them; inadequate irrigation is evident by thinning or dying vegetation.

269 Mr. Herr asked if a Board Member would like to volunteer to formulate a plan for  
270 refurbishing the EDRAs discussed today and present their findings during the February meeting.  
271 Mr. Nelson volunteered to work with Mr. Russell on this project.

272 **▪ Beauty & the Bees Landscape Proposal**

273 Mr. Russell presented a proposal from Beauty & the Bees for landscape designs in  
274 environmental wet retention areas (EWRAs) #20B and #24B, near #1 and #2 greens, in the  
275 amount of \$750; additional trips to the District will be charged at \$45 per trip. Mr. Russell stated  
276 that he would like a professional landscape design instead of the vegetation installed by  
277 ValleyCrest; ValleyCrest's vegetation will be removed. Mr. Elliott asked if Mr. Russell had an  
278 estimate for the landscaping costs. Mr. Russell explained that a landscaping proposal will be  
279 obtained subsequent to receipt of the design plan. Mr. Russell cautioned that the landscaping  
280 will not be "cheap".

281 Mr. Elliott asked how much was spent on the landscaping performed on #1. Mr. Russell  
282 confirmed that the cost was \$12,000 and noted that three (3)-gallon plants were installed. Mr.  
283 Russell explained that the landscape design will include the number of plants necessary to bring  
284 each plan to fruition. Mr. Zimmerman recalled that the decision was made to purchase mature,  
285 three (3)-gallon plants to avoid a two (2)-year wait time for them to grow; however, in this case,  
286 that might not be necessary.

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**On MOTION by Mr. Zimmerman and seconded by Mr. Nelson, with all in favor, the Beauty & the Bees landscape design proposal for EWRAs #24B and #20B, in the amount of \$750, was approved.**

292     ▪     **Private vs. Public Use of Acquired Property**

293             Mr. Herr reported that a request was submitted by bloggers, present today, for  
294 clarification on the private versus public use of the newly acquired property. Mr. Adams  
295 explained that general public access comes into play when a governmental entity utilizes tax  
296 exempt financing to acquire or construct a facility. In this particular case, the District acquired  
297 the property located outside of the gate using tax exempt funds. Mr. Adams stated that the  
298 provision is an IRS code, with regard to tax exempt financing and general public access to the  
299 use and benefit of those facilities.

300             Mr. Adams indicated that the property is subject to the IRS provision. He noted that the  
301 District can lease the property to a private entity, such as the Heritage Pines Master Association.  
302 A lease can be prepared for 99 years, allowing the lessee to construct facilities on that property  
303 during the terms of the lease. Mr. Adams clarified that those facilities will not be deemed public  
304 facilities; therefore, public access will not be mandated.

305             Mr. Zimmerman indicated that comments were made on the website suggesting that the  
306 District place ads in the newspaper announcing that the parcel is public property, which he  
307 believes would not be very constructive. Mr. Adams was in agreement. Ms. Walsh stated that, if  
308 a facility is constructed on the property, the public will not have access to the private facilities  
309 but they will have access to the land. Mr. Adams replied that Ms. Walsh was correct in her  
310 statement.

311             Mr. Adams provided another scenario in which the District constructs a community  
312 center on that property, using tax exempt financing. A means to dissuade general public access  
313 is to impose the same annual operation and maintenance and debt service assessments to the  
314 public that is paid by District residents. In paying the assessments, a member of the public will  
315 be able to gain access to the facilities. Mr. Adams indicated that payment of the assessments is  
316 usually a deterrent. He clarified that the District is not obligated to place advertisements  
317 announcing that the facility was purchased with tax exempt financing and public access is  
318 granted.

319             Mr. Nelson asked if the District must provide a gate for public access to the property, or  
320 if the public must enter through the main gate. Mr. Adams indicated that it depends on how the  
321 property will be developed and suggested installing the entrance within the main gate. This will  
322 assist in controlling road access within the community, as well as access to the secondary piece

323 of property, which is contiguous to this gated community. Mr. Adams stated that, if this is not  
324 possible, the District can install an automated gate that will be visible from the current gate  
325 house. A call button can be installed and programmed to ring in the gate house to facilitate  
326 communication with the guards.

327 Discussion ensued regarding parking. Mr. Nelson noted that lack of parking will be  
328 another public deterrent. Mr. Adams agreed that parking can become a concern if the District  
329 decides to develop the property. Mr. Adams noted that, currently, the property is considered a  
330 passive natural park accessed by walking, bikes or golf carts. If vehicle traffic increases, Mr.  
331 Adams indicated that the District will have to develop parking and engage Mr. Heath to  
332 investigate the requirements and permits.

333 Mr. Elliott suggested not rushing a decision on how that property will be developed. The  
334 Board should proceed with installing the walking trails and consider not developing the property  
335 for another year. Mr. Elliott made a motion to leave the acquired property in its natural state for  
336 one (1) additional year, with the exception of installing a walking trail, picnic areas and a gate.  
337 Mr. Zimmerman seconded.

338 For clarification, Mr. Russell asked if Mr. Elliott is proposing an increase of one (1) year  
339 in addition to the year previously approved by the Board. Mr. Elliott replied affirmatively.

340 In response to Mr. Nelson's question, Mr. Elliott announced that two (2) bids were  
341 received to clear the property; one in the amount of \$3,200 and another for \$6,000.

342 Ms. Tilton referred to Mr. Elliott's motion and asked, if it is passed, it means that a  
343 decision will not be made on development of the property until 2015. Mr. Elliott replied  
344 affirmatively. Mr. Zimmerman noted that the Long Range Planning Committee (Committee) has  
345 not tendered any suggestions for the property. Ms. Tilton indicated that a list of suggestions was  
346 presented during a meeting held earlier that day. Mr. Zimmerman stated that the District will not  
347 enter into an agreement until the HOA and the Committee have settled on a plan for the property.  
348 Ms. Tilton asked if the results of the Committee's survey will impact the District's decision for  
349 the property. The Board replied no.

350 Mr. Russell confirmed that all electrical and telephone units on that property are capped.

351 Referring to the bids to clear the property, Mr. Nelson asked if Mr. Elliott is in favor of  
352 the lower bid. Mr. Elliott replied affirmatively and noted that the lower bid is less invasive and  
353 will keep the property in its natural state.

On MOTION by Mr. Elliott and seconded by Mr. Zimmerman, with all in favor, leaving the acquired property in its natural state for one (1) additional year, with the exception of the installation of a walking trail, a picnic area and a gate, was approved.

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Mr. Herr clarified that, if the District receives a proposal for a lease agreement, from the Committee, the Board will consider it.

Ms. Walsh noted that the Board previously approved keeping the property in its natural state through December, 2013 and now it voted to keep in its natural state until 2015, with the exception of the walking trail and picnic table. For clarification, she asked whether the Board will consider a proposal for the property, if one was submitted. Mr. Elliott clarified that the decision will be subject to the Board’s approval.

Mr. Raymond Doolittle, a resident, asked if bark chips will be placed on the trail. Mr. Elliott reported that approximately 12 to 14 trees will be removed, chipped for mulch and placed on the walking trail. Mr. Doolittle stated that a muddy trail will be a safety hazard. Mr. Elliott indicated that a trash receptacle could be installed next to the benches on the trail.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

**i. Update: Reclaimed Water Project Activities**

This item was discussed during the Fifth Order of Business.

**C. Manager**

**i. Approval of Unaudited Financial Statements as of October 31, 2013**

The Unaudited Financial Statements as of October 31, 2013 were included for informational purposes.

**ii. NEXT MEETING: February 11, 2014 at 2:00 P.M.**

The next meeting will be held on February 11, 2014 at 2:00 p.m., at this location.

388 **SEVENTH ORDER OF BUSINESS** **Supervisors' Requests**

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390 There being no Supervisors' requests, the next item followed.

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392 **EIGHTH ORDER OF BUSINESS** **Adjournment**

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394 There being nothing additional to discuss, the meeting adjourned at approximately 3:00

395 p.m.

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Secretary/Assistant Secretary

\_\_\_\_\_ Chair/Vice Chair



**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
DECEMBER 31, 2013**

**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2013**

	Major Funds		Total Governmental Funds
	General	Debt Service	
<b>ASSETS</b>			
Cash - SunTrust	\$ 294,939	\$ -	\$ 294,939
Investments			
Federated	33,280	-	33,280
SBA			
Operating A	413	-	413
Operating B	281	-	281
Reserve A	1,006	-	1,006
Reserve B	686	-	686
US Bank			
Revenue	-	24,815	24,815
Reserve	-	20,913	20,913
Due from other funds			
General fund	-	96,641	96,641
Total assets	\$ 330,605	\$ 142,369	\$ 472,974
<b>LIABILITIES &amp; FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$ 12,154	\$ -	\$ 12,154
Due to other funds			
Debt service fund	96,641	-	96,641
Total liabilities	108,795	-	108,795
<b>Fund balance</b>			
Reserved for debt service	-	142,369	142,369
Designated for stormwater improvements	83,000	-	83,000
Unreserved, undesignated	138,810	-	138,810
Total fund balance	221,810	142,369	364,179
<b>Total liabilities and fund balance</b>	<b>\$ 330,605</b>	<b>\$ 142,369</b>	<b>\$ 472,974</b>

**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED DECEMBER 31, 2013**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 168,405	\$ 179,499	\$ 399,631	45%
Interest & miscellaneous	14,634	14,641	1,000	1464%
Net inc/(dec) fair value of investment	(3)	34	-	N/A
Total revenues	<u>183,036</u>	<u>194,174</u>	<u>400,631</u>	48%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative fees</b>				
Supervisors	-	431	3,014	14%
Management	2,704	8,112	32,450	25%
Audit	-	-	10,108	0%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent fees	167	250	1,000	25%
Trustee fees	-	-	3,000	0%
Assessment roll preparation	601	1,802	7,210	25%
Legal	-	-	1,500	0%
Engineering	-	-	5,000	0%
Telephone	12	38	150	25%
Postage	30	86	700	12%
Rentals and leases	155	465	1,860	25%
Rentals and leases - mowers	1,170	3,657	-	N/A
Insurance	-	6,549	6,038	108%
Printing & binding	86	257	1,030	25%
Legal advertising	-	109	500	22%
Office supplies	-	-	100	0%
Other current charges	-	-	390	0%
Contingencies	46	138	2,500	6%
Principal (FY 2012 land purchase)	-	-	75,000	0%
Interest (FY 2012 land purchase)	1,356	4,025	13,650	29%
Principal & interest (effluent project)	-	-	72,000	0%
Annual district filing fee	175	175	175	100%
Total Professional & Administrative Fees	<u>6,502</u>	<u>26,094</u>	<u>238,575</u>	11%
<b>Operations and maintenance</b>				
Electricity - street lighting	1,033	2,456	15,000	16%
Retention pond mowing/weed control	7,487	20,731	87,000	24%
Irrigation	-	-	2,000	0%
Contingencies	-	-	15,200	0%
Aquatic weed control	1,525	3,050	17,400	18%
Dry retention pond refurbishment/planting	12,330	12,330	20,000	62%
Water quality testing	150	300	1,000	30%
Capital outlay (effluent project)	-	-	316,000	0%
Total operations and maintenance	<u>22,525</u>	<u>38,867</u>	<u>473,600</u>	8%

**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED DECEMBER 31, 2013**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>EXPENDITURES (continued)</b>				
<b>Other fees and charges</b>				
Property appraiser	-	-	150	0%
Tax collector	<u>3,368</u>	<u>3,590</u>	<u>8,326</u>	43%
Total other fees and charges	<u>3,368</u>	<u>3,590</u>	<u>8,476</u>	42%
Total expenditures	<u>32,395</u>	<u>68,551</u>	<u>720,651</u>	10%
Excess/(deficiency) of revenues over/(under) expenditures	150,641	125,623	(320,020)	
<b>OTHER FINANCING SOURCES/(USES)</b>				
Loan proceeds	-	-	316,000	N/A
Total other financing sources/(uses)	<u>-</u>	<u>-</u>	<u>316,000</u>	N/A
Net increase/(decrease) of fund balance	150,641	125,623	(4,020)	
Fund balance - beginning	71,169	96,187	107,821	
Fund balance - ending	<u>\$ 221,810</u>	<u>\$ 221,810</u>	<u>\$ 103,801</u>	

**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2008  
FOR THE PERIOD ENDED DECEMBER 31, 2013**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 89,252	\$ 95,226	\$ 211,752	45%
Interest	-	1	-	N/A
Total revenue	<u>89,252</u>	<u>95,227</u>	<u>211,752</u>	45%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	150,000	0%
Interest	-	29,307	57,340	51%
Total debt service	<u>-</u>	<u>29,307</u>	<u>207,340</u>	14%
<b>Other fees and charges</b>				
Tax collector fee	1,785	1,905	4,412	43%
Total other fees and charges	<u>1,785</u>	<u>1,905</u>	<u>4,412</u>	43%
Total expenditures	<u>1,785</u>	<u>31,212</u>	<u>211,752</u>	15%
Net increase/(decrease) of fund balance	87,467	64,015	-	
Fund balance - beginning	54,902	78,354	83,287	
Fund balance - ending	<u>\$ 142,369</u>	<u>\$ 142,369</u>	<u>\$ 83,287</u>	

**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
BANK STATEMENT  
DECEMBER 2013**

SUNTRUST BANK  
 PO BOX 305183  
 NASHVILLE TN 37230-5183

Page 1 of 3  
 36/E00/0175/0 /34  
 0615006011053  
 12/31/2013  
 0200



Account Statement

HERITAGE PINE COMMUNITY DEVELOPMENT DISTRICT  
 6131 LYONS RD STE 100  
 COCONUT CREEK FL 33073-4739

JAN 06 2014

Questions? Please call  
 1-800-786-8787

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Account Summary	Account Type	Account Number	Statement Period
	PREMIUM CHECKING + INTEREST	0615006011053	12/01/2013 - 12/31/2013

Description	Amount	Description	Amount
Beginning Balance	\$45,063.19	Average Balance	\$164,452.76
Deposits/Credits	\$267,138.01	Average Collected Balance	\$164,452.76
Checks	\$16,559.56	Number of Days in Statement Period	31
Withdrawals/Debits	\$46.40	Annual Percentage Yield Earned	.07%
Ending Balance	\$295,595.24	Interest Paid Year to Date	\$133.60

Deposits/Credits	Date	Amount	Serial #	Description	Date	Amount	Serial #	Description
	12/13	195,128.59		DEPOSIT	12/30	57,376.04		DEPOSIT
	12/30	14,623.60		DEPOSIT				
	12/31	9.78		INTEREST PAID THIS STATEMENT THRU 12/31				
Deposits/Credits: 4				Total Items Deposited: 3				

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1840	1,675.00	12/16	1844	1,356.24	12/27	1847	1,033.21	12/27
	1841	3,808.34	12/13	1845	7,487.47	12/27			
	*1843	29.78	12/30	1846	1,169.52	12/31			
Checks: 7				*Break in check sequence					

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	12/19	46.40		ACCOUNT ANALYSIS FEE
Withdrawals/Debits: 1				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	12/01	45,063.19	45,063.19	12/27	224,785.12	224,785.12
	12/13	236,383.44	236,383.44	12/30	296,754.98	296,754.98
	12/16	234,708.44	234,708.44	12/31	295,595.24	295,595.24
	12/19	234,662.04	234,662.04			



Account Statement

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1840  
12/6/2013

PAY TO THE ORDER OF LAKE MASTERS AQUATIC WEED CONTROL, INC. \$ \*\*1,675.00

One Thousand Six Hundred Seventy-Five and 00/100\*\*\*\*\* DOLLARS

LAKE MASTERS AQUATIC WEED CONTROL, INC.  
P.O. BOX 2300  
PALM CITY, FL 34991

MEMO 11/13 AQUATIC WEED CONTROL

106310215240615006011053

Ck # 1840 12/16 \$1,675.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1845  
12/19/2013

PAY TO THE ORDER OF VALLEY CREST GOLF COURSE MAINTENANCE \$ \*\*7,487.47

Seven Thousand Four Hundred Eighty-Seven and 47/100\*\*\*\*\* DOLLARS

VALLEY CREST GOLF COURSE MAINTENANCE  
PO BOX 67616  
LOS ANGELES, CA 90074-7616

MEMO

106310215240615006011053

Ck # 1845 12/27 \$7,487.47

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1841  
12/6/2013

PAY TO THE ORDER OF WRATHELL, HUNT & ASSOCIATES, LLC \$ \*\*5,808.34

Five Thousand Eight Hundred Eight and 34/100\*\*\*\*\* DOLLARS

WRATHELL, HUNT & ASSOCIATES, LLC  
6131 LYONS ROAD  
SUITE 100  
COCONUT CREEK, FL 33073

MEMO

106310215240615006011053

Ck # 1841 12/13 \$3,808.34

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1846  
12/19/2013

PAY TO THE ORDER OF WELLS FARGO FINANCIAL LEASING, INC. \$ \*\*1,169.52

One Thousand One Hundred Sixty-Nine and 02/100\*\*\*\*\* DOLLARS

LEASE PAYMENT - 12/20/13-01/23/14  
WELLS FARGO FINANCIAL LEASING, INC.  
PO BOX 6434  
CAROL STREAM, IL 60167

MEMO

106310215240615006011053

Ck # 1846 12/31 \$1,169.52

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1843  
12/18/2013

PAY TO THE ORDER OF FEDEX \$ \*\*29.78

Twenty-Nine and 78/100\*\*\*\*\* DOLLARS

FEDEX  
PO BOX 600481  
DALLAS, TX 75266-0481

MEMO 3943-6778-0

106310215240615006011053

Ck # 1843 12/30 \$29.78

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1847  
12/19/2013

PAY TO THE ORDER OF WITHLACOOCHIE RIVER ELECTRIC COOPERATIVE \$ \*\*1,033.21

One Thousand Thirty-Three and 21/100\*\*\*\*\* DOLLARS

WITHLACOOCHIE RIVER ELECTRIC COOPERAT  
12013 HAYS RD.  
SHADY HILLS, FL 34910

MEMO 1490-721-208-281 12/06/13

106310215240615006011053

Ck # 1847 12/27 \$1,033.21

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT  
6131 LYONS ROAD, SUITE 100  
COCONUT CREEK, FL 33073

1844  
12/19/2013

PAY TO THE ORDER OF PATRIOT BANK \$ \*\*1,356.24

One Thousand Three Hundred Fifty-Six and 24/100\*\*\*\*\* DOLLARS

PATRIOT BANK  
1818 LITTLE ROAD  
TRINITY, FL 34855

MEMO 7001139

106310215240615006011053

Ck # 1844 12/27 \$1,356.24



**HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT  
CHECK REGISTER  
DECEMBER 2013**

2:57 PM

01/29/14

**Heritage Pines CDD**  
**Check Detail**  
 December 2013

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>1840</b>	<b>12/06/2013</b>	<b>LAKE MASTERS AQUATIC WEED CONTROL,INC.</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-1,675.00</b>
Bill	13-07...	12/06/2013		539.311 · Aquatic Weed Control	-1,525.00	1,525.00
				539.461 · Water Quality Testing	-150.00	150.00
TOTAL					-1,675.00	1,675.00
<b>Bill Pmt -Check</b>	<b>1841</b>	<b>12/06/2013</b>	<b>WRATHELL, HUNT &amp; ASSOCIATES. LLC</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-3,808.34</b>
Bill	2006-...	10/31/2013		513.312 · Dissemination Agent	-83.34	83.34
Bill	2006-...	12/06/2013		513.312 · Dissemination Agent	-83.34	83.34
Bill	2006-...	12/06/2013		512.311 · Management Fees	-2,704.16	2,704.16
				513.310 · Assessment Roll Preparation	-600.83	600.83
				519.411 · Telephone	-12.50	12.50
				519.440 · Rentals and Leases	-155.00	155.00
				519.470 · Printing and Binding	-85.83	85.83
				513.312 · Dissemination Agent	-83.34	83.34
TOTAL					-3,808.34	3,808.34
<b>Bill Pmt -Check</b>	<b>1842</b>	<b>12/19/2013</b>	<b>BEAUTY &amp; THE BEES</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Pmt -Check</b>	<b>1843</b>	<b>12/19/2013</b>	<b>FEDEX</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-29.78</b>
Bill	2-491-...	12/19/2013		519.410 · Postage	-29.78	29.78
TOTAL					-29.78	29.78
<b>Bill Pmt -Check</b>	<b>1844</b>	<b>12/19/2013</b>	<b>PATRIOT BANK</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-1,356.24</b>
Bill	121913	12/19/2013		519.492 · Contingencies - Interest	-1,356.24	1,356.24
TOTAL					-1,356.24	1,356.24
<b>Bill Pmt -Check</b>	<b>1845</b>	<b>12/19/2013</b>	<b>VALLEY CREST GOLF COURSE MAINTENANCE</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-7,487.47</b>
Bill	43643...	12/19/2013		539.340 · Retention Pond Mowing/Weed Cont	-586.71	586.71
Bill	43995...	12/19/2013		539.340 · Retention Pond Mowing/Weed Cont	-279.13	279.13
Bill	43925...	12/19/2013		539.340 · Retention Pond Mowing/Weed Cont	-6,621.63	6,621.63
TOTAL					-7,487.47	7,487.47
<b>Bill Pmt -Check</b>	<b>1846</b>	<b>12/19/2013</b>	<b>WELLS FARGO FINANCIAL LEASING, INC.</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-1,169.52</b>
Bill	50007...	12/19/2013		519.441 · Rentals & Leases - Mowers	-1,169.52	1,169.52
TOTAL					-1,169.52	1,169.52
<b>Bill Pmt -Check</b>	<b>1847</b>	<b>12/19/2013</b>	<b>WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE</b>	<b>101.000 · Suntrust Bank - Checking</b>		<b>-1,033.21</b>
Bill	14907...	12/19/2013		539.430 · Street Lighting	-1,033.21	1,422.45

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01/29/14

**Heritage Pines CDD**  
**Check Detail**  
December 2013

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
TOTAL					-1,033.21	1,422.45
Bill Pmt -Check	1848	12/19/2013	BEAUTY & THE BEES	101.000 · Suntrust Bank - Checking		-350.00
Bill	121913	12/19/2013		539.341 · Dry Retention Pond Refurbish	-350.00	750.00
TOTAL					-350.00	750.00