

**MINUTES OF MEETING  
HERITAGE PINES  
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Heritage Pines Community Development District's Board of Supervisors was held on Tuesday, July 14, 2015 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667.

**Present at the meeting were:**

Raymond Russell	Chair
Jack Nelson	Vice Chair
Herbert Elliott	Assistant Secretary
Gilbert Herr	Assistant Secretary
Robert Zimmerman	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Kurt Heath	District Engineer
Chuck Eade	General Manager
John Burns	Golf Course Superintendent
Residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 2:02 p.m., and noted, for the record, that all Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

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

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Update: Reclaimed Water Transition Activities**

Referring to a map, Mr. Russell indicated that the areas in yellow were completed and a structure on Edge Park Drive was moved outside of District property by Pasco County, at their expense, to diminish the pumping noise.

Mr. Russell reported that the county will install a 12” pipe on Grand Club Drive, once the boring company digs under Nestlebranch Court. He noted that four meters were missing and were supposed to be delivered yesterday.

Mr. Herr asked if the villages connected to the old system were supposed to be connected to the new system. Mr. Russell replied affirmatively but noted that Scenic View Estates and Scenic Pines cannot be completed until the 12” line is installed. Mr. Russell reported that Country Club Estates, Grand View and Country Club will be completed before the county leaves and each village representative must be contacted. Mr. Herr will speak to the Country Club Estates representative and Ms. Sarah Brundage, a resident, will speak to the Country Club representative. Mr. Russell is trying to reach the Grand View representative.

Mr. Russell pointed out that the contractor is working on the curb southwest of Nestlebranch Court.

Mr. Burns asked if the anticipated completion time is November. Mr. Russell indicated that the contractor and Pasco County projected November.

**FOURTH ORDER OF BUSINESS**

**Continued Discussion: Fiscal Year 2015/2016 Proposed Budget**

- **CDD Expectations of HPCA**

Mr. Adams recalled that, at the last meeting, the Board had in-depth discussion on the proposed budget and agreed to increase the fund balance by \$33,000, to keep assessments the same as Fiscal Year 2015; however, this change was not reflected in the version of the budget provided in the agenda package.

Mr. Russell asked if fund balance can be utilized to pay interest and attorney’s fees. Mr. Adams indicated that funds are available but suggested building up the fund balance to over \$100,000.

Mr. Adams will have the fund balance increased by \$33,000 and a revised budget will be provided at the public hearing in September.

**FIFTH ORDER OF BUSINESS**

**Approval of June 9, 2015 Regular Meeting Minutes**

Mr. Adams presented the June 9, 2015 Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Nelson and seconded by Mr. Elliott, with all in favor, the June 9, 2015 Regular Meeting Minutes, as presented, were approved.**

**SIXTH ORDER OF BUSINESS****Other Business**

There being no other business, the next item followed.

**SEVENTH ORDER OF BUSINESS****Board Member Reports****A. Ponds and Lakes: *Supervisor Robert Zimmerman***

Mr. Zimmerman reported that, several weeks ago, he toured the ponds and lakes with the LakeMasters Aquatic Weed Control, Inc. (LakeMasters) technician and noticed a lot of copper sulfate and weed killer on the ponds, which is treating the algae. Mr. Adams advised that this is algae season, due to high water temperatures and fertilizer from the golf course running into the ponds.

Mr. Russell asked if the LakeMasters technician was cooperative. Mr. Zimmerman replied affirmatively.

**B. Finance Matters and Negotiations: *Supervisor Gilbert Herr***

Mr. Herr reported that he and Mr. Adams discussed amending the note to incorporate the money borrowed to pay for the reclaimed water transition, which was anticipated to be completed in November. He estimated that another \$214,000 was necessary. Mr. Russell asked if Mr. Heath concurred.

Mr. Heath recalled that the contract end date was January 18, 2016 but the contractor intends to finish sooner. He noted that the contractor is on site, daily, and work is proceeding; however, the contractor is having difficulty getting the directional drill sub-contractor on site, even though he advised the subcontractor that they were holding up the project.

Mr. Herr met with Mr. Burns and Mr. Eade regarding the revised and restated agreement with the Heritage Pines Community Association (HPCA), which was modified by Mr. Adams and sent back to the HPCA, for signature. A copy of the fully executed agreement was provided. Mr. Herr noted that the amount to be paid each month to the HPCA was removed and a clause stating that the CDD will pay the HPCA the monthly amount equal to the HPCA's actual cost of personnel and materials, was included.

Mr. Herr provided a sample cost estimate for June, 2015, which equated to \$7,500; he will prepare one for July and attach it to the invoice that the HPCA sends to Mr. Adams for payment. Based on the cost estimate, Mr. Herr recommended that the "Retention pond mowing/weed control" line item remain budgeted at \$87,000; \$80,000 is anticipated but there is an additional amount for weed pulling and mulching, which was not included in the ValleyCrest Golf Course Maintenance, Inc. (ValleyCrest) contract. Mr. Burns will track these expenses in the monthly billing.

Mr. Herr noted that the contract will have a term date of July 1, 2015, with the District paying \$7,250 per month, from January through June, and the actual cost thereafter.

Mr. Herr pointed out that Mr. Burns has a detailed scope of the areas to be maintained. Mr. Elliot reported that environmental dry retention area (EDRA) 44-A was completed today. Mr. Herr spoke with Mr. Burns about maintaining the pond every two to three months and suggested that the Board address the areas to be improved with Mr. Burns.

Mr. Nelson requested that Mr. Burns spray weed killer around the drains. Mr. Herr agreed, as long as the weed killer is not sprayed at the bottom of the retention areas.

Referring to the agreement, Mr. Nelson noted provisions for termination with 90 days written notice, without cause, and litigation arising from the agreement. Mr. Herr explained that Section J allows for amending the contract and Section I allows for terminating the contract.

Mr. Herr reported a gopher turtle on EDRA 28.

Mr. Herr questioned the \$3,500 improvements for EDRA 40. Mr. Nelson indicated that there are rotting roots; this area was not initially watered because of the permit but now they can water and felt that cord grass was a better option. Mr. Burns noted that Staff can space the amount of plantings, to make this more affordable.

Mr. Burns will compile a list of areas requiring attention.

Mr. Russell asked if there is sufficient irrigation. Mr. Burns replied affirmatively and noted that staff ensures that there is adequate irrigation before installing plants. With the correct scheduling, Mr. Burns felt that the plantings could survive.

Mr. Nelson has a map of irrigated and non-irrigation areas; however, the map does not delineate the frequency of maintenance.

In response to Mr. Russell's question, Mr. Burns indicated that \$4.95 per gallon was the estimate for a three-gallon plant. Mr. Nelson asked if Mr. Burns recommended placing the

plants close together. Mr. Burns replied affirmatively. Mr. Elliott noted that the best example was by the ninth fairway.

Mr. Nelson and Mr. Elliott suggested relocating the red plants in EDRA 44 to a lake bank that can be seen from the street.

**On MOTION by Mr. Herr and seconded by Mr. Russell, with all in favor, repair and replanting of EDRA 40, in a not-to-exceed amount of \$3,700, EDRA 20 and 24, in a not-to-exceed amount of \$3,000 and EDRA 28, in a not-to-exceed amount of \$600, was approved.**

Mr. Russell asked when EDRA 20, 24, 28 and 40 will be addressed. Mr. Burns indicated that EDRA 28 will be completed during excavation, at the end of the month; EDRA 40 is anticipated to be completed by August, 2015, and EDRA 28 should be completed by the end of the month. Mr. Russell allowed 10 days for rain delays.

Mr. Russell advised that the American Mulch and Ground Cover estimate, for \$6,000, was applied to the wrong area; it should be for EDRA 20-B and 24-B. Mr. Eade will handle this. Mr. Russell asked about the mulch thickness. Mr. Burns indicated that the estimate was for 1.5' to 2'; he will confirm the type of mulch.

In response to Mr. Eade's question, Mr. Burns stated that most of the weed spraying was completed.

Mr. Nelson inquired about the advantage of eucalyptus mulch. Mr. Adams explained that this type of mulch deters certain insects.

Mr. Russell asked Mr. Eade to email the Board, separately, regarding the resolution of EDRA 20-B and 24-B.

Mr. Russell requested an update from Mr. Elliott regarding Paleo Park. Mr. Elliott commented that he was no longer interested in Paleo Park. Mr. Russell recollected that maintenance of Paleo Park was taken over by the District because the Board felt that the HPCA was doing a "poor job" but maintenance responsibilities were subsequently returned to the HPCA.

Mr. Elliott indicated that the frequency of the activity was not dependable and weed whacking was not completed; it was not being maintained as a park. Mr. Elliott recalled

suggesting that a separate fund be utilized for the initial cleanup. Mr. Burns agreed and will direct Staff to prepare a report, take pictures and schedule the work.

A resident asked if the CDD owned Paleo Park. Mr. Burns advised that the HPCA agreed to maintain the park but it is owned by the CDD. Another resident suggested that staff obtain gravel from a concrete plant near the shooting range.

Mr. Nelson recalled that the HPCA maintains the slopes but does not mow, for safety reasons, and he expected the HPCA to maintain the plants. Mr. Burns confirmed that the HPCA maintains the plants and, if the plants are not maintained properly, it is the HPCA's responsibility to replace them.

Mr. Elliott requested that the HPCA ensure adequate irrigation prior to installation of plantings in the EDRA's.

Mr. Russell was happy there was finally an agreement that all parties were satisfied with and now he wanted results. Mr. Burns concurred.

**C. Common Grounds Interest to CDD: *Supervisor Herbert Elliott***

Mr. Elliott reported no new activities since the last Common Grounds Committee meeting.

**D. Reclaimed Water Project: *Supervisor Raymond Russell***

This item was discussed under the Third Order of Business.

**E. Golf Course and Surrounding Areas: *Supervisor Jack Nelson***

Mr. Nelson reported that he and Mr. Herr periodically tour the golf course, to ensure that tasks are handled properly.

Mr. Herr confirmed that work is being completed.

Mr. Nelson pointed out that the area around the ball washer on the third tee needs mulch but, overall, the golf course has improved. Mr. Elliott agreed but wondered why ball washers were placed on the back tees.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

There being no report, the next item followed.

**C. Manager**

**i. Approval of Unaudited Financial Statements as of May 31, 2015**

Mr. Adams presented the Unaudited Financial Statements as of May 31, 2015.

**ii. NEXT MEETING: September 8, 2015 at 2:00 P.M.**

Mr. Adams indicated that the next meeting will be held on September 8, 2015 at 2:00 p.m., at this location, which is the public hearing to adopt the Fiscal Year 2016 budget.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

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

**TENTH ORDER OF BUSINESS**

**Adjournment**

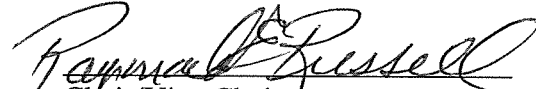
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Herr and seconded by Mr. Russell, with all in favor, the meeting adjourned at 3:22 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair