

**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, October 13, 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
Cleo Crismond	Assistant Regional Manager
Kurt Heath	District Engineer
Chuck Eade	HOA General Manager
John Burns	Golf Course Superintendent

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 2:00 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 Construction Activities**

Mr. Heath reported that one village is left to complete on the east side. Piping is being tested, and after that, four maintained villages remain. Most of the piping was directionally drilled in the other neighborhoods that will have individual meters; work will begin in two weeks. Restoration was performed; Grand Club Drive was sodded and things are looking better.

Mr. Elliott met with a resident yesterday from a non-maintained village. The resident installed a process to refine water; the problem is, where the meter was set, there is about 30' where boring must be performed under his driveway and tap into the system he installed. Mr. Elliott asked if this was acceptable, at the District's expense. Mr. Heath indicated that there should be no expense to the District, as many driveways must be crossed.

Mr. Russell noticed two or three areas where there were no forms, underneath the valve and the meter, for pouring concrete on the driveways. He asked if Nathan is checking them before the concrete truck arrives. Mr. Heath replied "he should be" but, if Mr. Russell observes areas, he should notify Mr. Heath and they will be taken care of.

Mr. Russell requested that Mr. Heath attend The Consulate of Villages, on November 12, 2015 at 4:00 p.m. The Consulate of Villages was concerned about wrap up; everyone was promised that the area was going to look like it was before they started. Mr. Heath wanted to attend to explain the setup, the meter locations, what can be done if there are breaks in the internal system, valve locations and where to shut it off, if necessary.

Mr. Nelson asked if this was related to the bases for the meter boxes and recalled discussion about having bricks or a rock underneath. Mr. Elliott saw Mr. Joe Gunner yesterday and he put something underneath. Mr. Russell felt that a meter box is not large enough, as it was the main one with an issue, and it still has an issue. The fourth light is still sticking up in the ground. Mr. Heath stated there are only a few; he will have Nathan repair them.

People stopped Mr. Russell when Mr. Heath hooked up the reclaimed water to the system. It blows the sprinkler heads, causing trouble with the valves because of the pressure. Mr. Heath is trying to determine where the pressure is coming from. Mr. Heath noticed a few villages that have issues with valves sticking after they tied in to the reclaimed water system. There were issues with some heads being clogged; the reversed flow and additional velocity, is flushing sediment in the lines in a different direction and over time, it will eventually be cleaned out. When testing during the middle of the day, with no one else irrigating, there is high pressure plus, with the chlorinated water in the system, algae builds up in the pipe walls, comes loose and makes its way to the valve heads.

Mr. Russell spoke with Ms. Pam Lynch, of Pasco County Utilities concerning the current rate for maintained villages. The normal rate will be \$0.50 per 1,000 gallons. The surplus rate will be \$0.23 per 1,000 gallons and the wet weather rate is zero. Ms. Lynch stated the District had not been charged anything for the last five or six months. In response to a question about a

back charge, Mr. Russell advised that, for self maintained homes, there will be a flat rate of \$6.08, plus the backflow value, for a basis of \$10.11 and asked Mr. Heath to verify the amount. Mr. Heath stated that the individual houses are charged a flat rate. Ms. Lynch had no information on the new Fiscal Year 2016 rates; the current rates are until January, 2016.

**FOURTH ORDER OF BUSINESS**

**Update: Loan Modification with Patriot Bank for Reclaimed Water Project Costs**

Mr. Adams referred to the Unaudited Financial Statements, as of August 31, 2015, located behind Tab 9. The District collected \$72,000 per year for the last few years and \$144,000, in the first two years of what was anticipated to be a five year cycle.

The third year is Fiscal Year 2016 and, again, \$72,000 was budgeted. Mr. Adams pointed out that the available unassigned funds, as of August 31, 2015, totaled about \$300,000. The typical monthly operating budget is about \$25,000. The gap funding needs for September, October and November will be about \$75,000 of the \$300,000, which leaves \$225,000 available to pay towards the \$316,000 obligation to Pasco County.

There is \$72,000 in the Fiscal Year 2016 budget that just commenced and \$300,000 is available. Mr. Adams reported that, for Fiscal Year 2016, line items, on Page 2, the \$20,000 “Dry Retention Pond Refurbishment/ Replanting” line item remained the same and the \$87,000 “Retention Pond Mowing/Weed Control” line item remained the same. There is approximately \$35,000 extra in the line item, which means it would not be necessary for a loan modification, which would incur administrative and interest costs. The District can pay cash on this obligation during the first quarter of Fiscal Year 2016. They can advertise to the residents that this would be a five year assessment program.

Mr. Adams recommended keeping the \$72,000 line item in Fiscal Year 2017 using the money to replenish the fund balance increase it to a respectable level then drop off the line item for the fifth year, as there would be no need to collect for the fifth year. Also, in 2018 the debt service fund assessment rolls off.

**FIFTH ORDER OF BUSINESS**

**Discussion: Cost Estimate for Outfalls (to be provided under separate cover)**

Mr. Russell asked Mr. Heath to read aloud the Pipe Cleanout contract. Mr. Heath read:

*“The drain pipes within the EERA shall be inspected and cleaned as necessary. Any potential block in front or within the pipe shall be removed. Any observation, obstruction integrity issues should be reported to the CDD immediately.”*

Mr. Adams stated that there are a handful of these issues, which are probably significant in drainage pipes, with 25% or greater of blockage. As it was one of the wettest years in a long time, he did not think there were significant backups and the issues could probably be dealt with on a case-by-case basis by creating a priority list and addressing the issues during the winter season, when more resources are available, on the golf course side. Mr. Adams is trying to keep spending to an absolute minimum while, at the same time, weighing the necessity of priority areas.

Discussion ensued regarding past hurricanes and damages caused to properties.

It was noted that two areas on Grand Club Drive were pooling. New surfacing was placed and, when checked later, some surfacing was down due to the elevation but will be corrected with the new surfacing.

Mr. Heath explained that there are 16 runoffs on Grand Club Drive; some of the bricks were placed to keep debris from getting in broke off but, generally, it is acceptable.

Mr. Russell obtained a quote from Miami Curb Corrections for \$1,415. Mr. Adams recommended obtaining a quote from Schaer.

Mr. Russell asked if a contract was executed to start the road project. Mr. Heath advised the project will commence next Monday. Mr. Adams stated that approval was not necessary because the cost is within budget. Mr. Heath mentioned that, by the end of the year, work will begin on the outfall and they will begin excavation by hand.

Mr. Heath advised that, approximately a month ago, some retention areas were sprayed for pests.

In response to Mr. Russell’s question about EDRA 37B, the golf course driving range, Mr. Heath stated that the inside slope, facing the dryer tee, the dryer eroded approximately 6,000 square feet and should be replaced. The bottom portion of the EDRA, where there is sand, is pooled up due to the heavy rainfalls causing erosion. Mr. Heath confirmed that it is on the fairway side and not the tee side. Mr. Heath received a \$4,500 quote. Mr. Russell questioned if this is the District’s responsibility. Mr. Adams responded that, after viewing the area and because it is a dry retention area facility, it is the District’s responsibility. In response to Mr.

Russell’s question, Mr. Heath confirmed that the District has the manpower to complete this project. Work should commence the week of November 24, 2015.

**On MOTION by Mr. Herr and seconded by Mr. Russell, with all in favor, authorizing the District Engineer to complete the work on EDRA 37B, on the golf course driving range, was approved.**

Discussion ensued regarding weed and erosion buildup on the golf course, over the years, and some resculpting was done; the fairway had not been scraped since it was built last year.

Mr. Russell asked if it is feasible to put a permanent lake around the right side of the eleventh green, on the north side. Mr. Heath advised that it is a water retention area; therefore, water must be maintained all year. It was noted that approval and a permit from Southwest Florida Water Management District (SWFWMD) would be required.

**SIXTH ORDER OF BUSINESS**

**Approval of September 8, 2015 Public Hearing and Regular Meeting Minutes**

Mr. Adams presented the September 8, 2015 Public Hearing and Regular Meeting Minutes and asked for any additions, deletions or corrections.

Mr. Russell commented that it was with the help of the entire Board, not only Mr. Herr and himself, in getting the names and approval of Pasco County. All the Board Members should be listed.

The following change was made:

Line 69: Change “Mr. Herr and Mr. Russell” to “All Board Members”

**On MOTION by Mr. Herr and seconded by Mr. Elliott, with all in favor, the September 8, 2015 Public Hearing and Regular Meeting Minutes, as amended were approved.**

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Board Member Reports**

**A. Ponds and Lakes: *Supervisor Robert Zimmerman***

There being no report, the next item followed.

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

There being no report, the next item followed.

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

Mr. Elliott indicated that there is a change in the Board; therefore, he will take a leave of absence until this is resolved.

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

Mr. Adams asked Mr. Heath for the estimated completion date. Mr. Russell said Nathan is trying for completion on December 15, 2015.

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

There being no report, the next item followed.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being no report, the next item followed.

**B. Engineer**

Mr. Heath stated that residents were inquiring about having the big lake cleaned. He will advise on the outcome.

Mr. Heath reported that routine maintenance on Lake Masserus will begin in mid November.

**C. Manager**

Mr. Russell asked if coyotes or alligators were observed. Mr. Heath reported that a coyote was seen on Water Lily today. It was trapped and removed along with alligators from some lakes. Residents were informed not to feed the animals. Placing containers for garbage was helpful in keeping the wildlife away.

Mr. Heath stated that weeds were sprayed last week and should be completed by the end of next week. Mr. Eade asked if runoff from spraying occurs after it rains. Mr. Heath stated that the chemical is quick drying and the dose is not strong enough to cause damage.

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

This item was provided for informational purposes.

**ii. NEXT MEETING: December 8, 2015 at 2:00 p.m.**

The next meeting will be held on January 14, 2016 at 1:15 p.m., at this location.

**TENTH ORDER OF BUSINESS**

**Supervisors' Request**

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

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Herr and seconded by Mr. Nelson, with all in favor, the meeting adjourned at 2:47 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair