

**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, December 8, 2015 at 3:00 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
John Burns	Golf Superintendent
Randy Doolittle	Association Manager
Sarah Brundage	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:00 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. Russell spoke to the Superintendent of the Reclaimed Water project. A few homes were completed and work is occurring on Grand View. Sod is being installed today but the work probably will not be completed until January or early February. Debris in the ground, pieces of concrete in pipes and connection problems are creating delays. A subcontractor is working

under the road and going through homes. Mr. Russell believed that it would probably be March or April before the project is fully completed. Mr. Heath agreed. All of the connections will not be completed until February; however, the maintained villages are now hooked up, including Country Club Village. Grand View will be connected this week and Country Club Estates will be connected next week. On the average, four homes are being hooked up, daily.

A Country Club Village resident asked if reclaimed water is now being used. Mr. Heath replied affirmatively. The resident should notice a reduction in her future water bills. No one will be billed for reclaimed water until the project is completed.

A resident asked about the scan lights. Mr. Heath explained that the lights were installed, temporarily, for surveying, to know where everything is, such as connections and fittings; the surveyor will remove them once they are finished. Mr. Elliott asked if all of the permits were gathered from residents or if any were still outstanding. Mr. Heath stated that, although a few were outstanding, the county moved forward.

**FOURTH ORDER OF BUSINESS**

**Approval of October 13, 2015 Regular Meeting Minutes**

Mr. Adams presented the October 13, 2015 Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Elliott and seconded by Mr. Herr, with all in favor, the October 13, 2015 Regular Meeting Minutes, as presented, was approved.**

**FIFTH ORDER OF BUSINESS**

**Other Business**

There being no other business to discuss, the next item followed.

**SIXTH 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***

Mr. Herr deferred to Mr. Adams asking how the \$316,000 needed for the reclaimed water project will be funded. Mr. Adams explained that no money will be borrowed. Funds will be

off by \$15,000 to \$20,000 but the delay in the project helped because tax receipts will arrive soon. The \$83,000 that was previously set aside for lake bank restoration will be repurposed, to make the payment, along with the other three years of funds already collected.

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

Mr. Elliott asked Mr. Randy Doolittle, Association Manager, about the Reclaimed Water Project updates that Mr. Heath places in his office for residents but were not received the last two meetings; he would like the information posted. Mr. Doolittle is provided with updates but Mr. Elliott was showing the updates that Mr. Heath posts. Mr. Heath stated that the updates are sometimes sporadic; however, an update was completed last week. Celeste will receive the updates, as well; Mr. Doolittle will notify her today.

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

Mr. Nelson was at the golf course this morning and checked all of the areas.

Mr. Elliott prepared an extensive report of all of the drains. He spoke of the retention areas that are active, at this time. 112 areas were evaluated. Mr. Elliot concluded that the issues can be corrected by maintaining, including establishing an ongoing trimming process and controlling the grass because grows continuously. The other way to correct the issues is by repairing. Water is standing in front of some inlets and some inlet pipes are  $\frac{3}{4}$  full of debris.

Mr. Nelson suggested that, upon completion of the Reclaimed Water Project, and while the equipment is on the premises, backups and sumps should be cleaned. Mr. Nelson mentioned a house that was built and had 75% fill. It had many unresolved issues and an employee involved in the work told Mr. Nelson that completion was determined when they were given reports to sign off on. 21 drains must be cleaned and seven of them are at least 75% blocked. Mr. Elliott directed Mr. Heath to get involved in this project. Mr. Heath pointed out that this is a maintenance activity but he will provide a diagram to contractors and obtain an estimate for the cleanup.

Mr. Nelson presented a copy of the contract and noted an issue with drainage maintenance. A portion of the contract states that the pipes, sand and debris are to be removed, as needed, by shovel, at least twice, annually. Maintenance was transferred in-house so the responsibility now lies with the District. Mr. Heath will clean the ones that can be cleaned by shovel and check with Nathan, case-by-case, for the cost. Mr. Russell was unsure, according to the contract, who is responsible for this work. Mr. Health indicated that this is a winter project;

the water levels are probably starting to recede, in some of these areas. Mr. Heath will follow up with Mr. Burns, as well.

**SEVENTH 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 October 31, 2015**

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2015. The invoices received during October accrued to Fiscal Year 2015, which ended September 30, 2015. There was limited activity during the first month of Fiscal Year 2016. The previous \$83,000 committed for lake bank erosion repairs was used for the loan repayment. \$72,000 will be collected towards principal and interest.

**ii. NEXT MEETING: February 9, 2016 at 2:00 P.M.**

The next meeting will be held on February 9, 2016 at 2:00 p.m., at this location.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Russell and Mr. Elliott heard that one community wants the CDD to install handicap access to most of the golf courses. Mr. Burns stated that there are approximately six locations where the paths are steep and golfers are complaining about it. Mr. Russell indicated that golfers go through the stop signs too fast; he sees no reason to go forward. Mr. Doolittle heard about this complaint, as well, and noted that the paths are steep and were not built correctly, from the beginning. Mr. Burns has a proposal for handicap access; the estimated cost would be \$10,000. Mr. Russell questioned how there would be time to complete this project when other work is needed on the golf course, such as repairing the greens and tees. Mr. Burns advised that the golf course renovation would commence in 2017; in 2016, he will be contracting work on the irrigation around the greens. The handicap project would not take place for another year, if the motion passes. In the newsletter, Mr. Elliott read that the golf course project was going to be spread over three years but also heard that the course could be closed for fifteen weeks to

complete all of the work at one time. Mr. Burns stated that was the 2017 consideration. Mr. Russell asked about the curbing project and if it will impede drainage. Mr. Burns advised and Mr. Heath agreed that it would not. Mr. Elliott asked who was responsible for funding water drainage by the golf course. Mr. Adams indicated that it is not the District's responsibility; it is the responsibility of the golf course to fund the water issue, as it is more golf course related than stormwater drainage. Mr. Elliott asked about beautification of the grounds. Mr. Heath advised that bidding for beautification of the common grounds will close January 20. An architect will prepare a design and inspect plant material. Installation will be completed in-house.

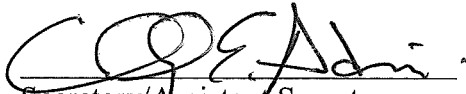
**NINTH ORDER OF BUSINESS**


**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Russell and seconded by Mr. Nelson,  
with all in favor, the meeting adjourned at 3:28 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair