

**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, April 12, 2016 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
Herbert Elliott	Assistant Secretary
Gilbert Herr	Assistant Secretary
Robert Zimmerman	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Crismond	Assistant Regional Manager
Bill Sales	General Manager – Master Association
Kurt Heath	District Engineer
John Burns	Golf Course Superintendent
Randy Doolittle	Association President
Neil Goulette	Resident
Grif Givens	Resident
Tom Pifer	President, Country Green Village
Bart Cutshaw	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 2:01 p.m., and noted, for the record, that Supervisors Russell, Elliott, Herr, and Zimmerman were present, in person. Supervisor Nelson was not present.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

Mr. Tom Pifer, President of Country Green Village (CGV), noted continued landscaping issues in the cul-de-sac at the end of Tiverton Court. The grass in the CDD's median is overtaking the CGV's grass and, as a result, the CGV is losing grass, has uncontrolled weeds and there is slow erosion next to Mr. Ed Kiley's house. Mr. Pifer asked for the CDD's cooperation to install a barrier to keep the bahia grass contained.

Mr. Pifer recalled that, two years ago, the CDD Board approved \$15,000 to begin work on the cul-de-sac, especially at the end of Tiverton. The CGV residents are asking that this item be placed on the agenda, for consideration.

Mr. Grif Givens, a resident, stated that the Golf Committee is considering revamping the #11 Fairway. Several years ago, the water drained south, following a storm. A berm must be installed and the Committee is discussing building up the center fairway.

Mr. Russell explained that it would depend on Mr. Heath's opinion, the design work and the area to be dug and re-sodded. The Golf Committee is seeking the CDD's permission.

Mr. Heath spoke with the Southwest Florida Water Management District (SWFWMD) and obtained pricing. The intent would be to raise the narrow area on Fairway #11. The least expensive solution would be to borrow dirt from the adjoining retention area so that the volume of the retention area would not be decreased.

Mr. Herr recalled that, at the last meeting, the Board and Staff discussed the possibility of removing dirt from the bottom end, near the fence, and moving it north, in order to build up the center area, and, also, building two ponds, one on each end, with dirt in the middle, to prevent water from flowing over.

Mr. Heath discussed excavating dirt to create permanent ponds, which would change the pond structure and require approval from SWFWMD. The option would be more expensive.

Mr. Herr felt that it made more sense to have ponds at both ends, for drainage.

Mr. Heath stated that the solution would be based on cost. Filling in the low area on Fairway #11, scraping about 6" off the bottom of the EDRA, moving the soil to the low spot and widening the fairway would cost approximately \$55,000 to \$60,000. Creating wet ponds and moving the fill would be much more expensive.

Mr. Herr felt that a permanent solution must be agreed on before proceeding. Every time it rains heavily, standing water in the retention area does not drain. He suggested building a structure to drain both ends of the EDRA and creating a wet area behind the green.

Mr. Herr voiced his opinion that the work should be completed properly and should be viewed as doing what is necessary to keep the golf course playable in the area and removing water from the surface of the retention pond. Mr. Herr felt that SWFWMD would not object because the amount of water retention would be increased. Mr. Heath stated that SWFWMD would not object; however, the area must be re-permitted.

Mr. Herr suggested a joint project with the HOA, as it is the long-term solution and is the responsibility of the CDD and the HOA.

Mr. Neil Goulette, a resident, expressed concerns about the staging area being seeded and not sodded, the concrete at the end of the bridge, from Hole #16 and #17, and the area around the trees that was backfilled, covering up the roots. He also questioned why golf course staff installed the sod rather than the reclaimed water contractor.

Mr. Heath stated that there was an agreement between the golf course and the contractor. The area was always low and difficult to mow; excess dirt on the project was used to build it up. The dirt was contoured and golf course staff sodded over it. Mr. Goulette advised that the dirt was not contoured. Mr. Heath will determine whether regrading is necessary.

With regard to the staging area, Mr. Heath acknowledged that the sidewalk was repaired, sod was installed between the sidewalk and the road and the other area was only seeded because it was so large and it saved money; however, the contractor can re-sod the entire area, if necessary.

With regard to the concrete at the end of the bridge, Mr. Elliot indicated that this was discussed during yesterday's golf meeting and the plate will be reinstalled.

Mr. Goulette reported a blowout on the cart path leaving the 17th green, by the drop inlet, before the houses. Water washed out soil underneath the cart path and the area was never backfilled.

Discussion returned to the standing water on the #11 fairway. Mr. Herr asked for a consensus that Mr. Heath should redesign the fairway and present a design for the best long-term solution for the stagnant water in the retention area and to make it playable for golf.

Mr. Heath gathered information for the Golf Committee about what it would take to fill in the area. The redesign of the EDRA would be more expensive permitting exercise and there would still be water in the area; the Board must decide whether to convert it to a dry retention area, which is sometimes wet on the bottom, or a permanent wet area that just holds water.

Mr. Russell stated that the Golf Committee understands that repairs are the course's responsibility; the Committee is seeking the District's approval to proceed. The CDD has no financial obligation.

Mr. Herr asked if the two entities should work together to redesign the EDRA to create two ponds for drainage and to eliminate standing water. Repairs should be made properly to enhance the golf course and improve drainage from the EDRA.

A suggestion was made to retire the debt on the front property, pay off the reclaimed water project, table the redesign until the financial obligations are resolved and then make the modifications correctly.

Mr. Herr commented that everyone says that this is an HOA issue but it is an EDRA and, if it will improve drainage, the CDD should work cooperatively with the HOA.

Mr. Russell reiterated that the Golf Committee was seeking the Board’s permission to have the District Engineer work with the HOA to proceed with the project, which will take place in Fiscal Year 2017.

Mr. Herr asked if Mr. Russell felt that the CDD should be involved in approving the design to cure the drainage issue. Mr. Adams advised that the Board will have an opportunity to review the plans, once the design is completed, and the HOA is ready to apply for the permit. The CDD will be required to sign off on an authorization or consent. At that point, the Board can discuss the CDD’s financial participation.

Mr. Randy Doolittle, HOA President, did not believe that the HOA had funds set aside for the project in the current fiscal year. If the preliminary engineering fees were over \$5,000, the HOA board must vote and Mr. Doolittle did not have enough information for a vote.

THIRD ORDER OF BUSINESS

Update: Reclaimed Water Construction Activities

Mr. Russell provided an update on the reclaimed water construction activities. The contractors left the project about ten days ago. There were no complaints about sodding but the project is under warranty and the Board should be notified of any concerns.

FOURTH ORDER OF BUSINESS

Approval of February 9, 2016 Regular Meeting Minutes

Mr. Adams presented the February 9, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Herr and seconded by Mr. Russell, with all in favor, the February 9, 2016 Regular Meeting Minutes, as presented, were approved.

FIFTH ORDER OF BUSINESS

Other Business

Mr. Herr discussed the work that was to be performed on EDRA 25, and provided two proposals for maintenance and landscaping from Design Landscaping Management, Inc. The Board was lax about spending the \$15,000 it approved for bank repairs. Weeds and grass are growing into CGV's area. Mr. Herr requested an opinion from Mr. Burns and Mr. Russell regarding the issues on EDRA 25.

Mr. Russell stated that, from a financial point of view the CDD does not have the money to make any repairs until 2017. The Board voted to curtail spending in order to pay down the front property and pay off the reclaimed water project.

Mr. Burns wanted to inspect the site to see what is proposed and obtain additional bids, for comparison purposes.

Mr. Herr recalled Mr. Adams indicating that the District was pretty well funded with regard to the monthly payments for both projects, and did not have to borrow additional money for the reclaimed water project.

Mr. Adams stated that the District would need roughly \$20,000 of the current budget beyond the surplus fund balances, to make the payment, to avoid the cost of borrowing and to remove one year of the assessment program. The funds will be recovered in 2017 because \$72,000 will remain in the budget for the effluent project which will replenish the fund balance. \$20,000 from savings will be utilized for Fiscal Year 2016, coupled with surplus fund balance, to make the payment to Pasco County. The District will have \$30,000 to \$35,000 going into Fiscal Year 2017 starting October 1, and two to three months of expenses will be incurred before property tax revenues are received.

Mr. Herr inquired about alternatives, such as borrowing an extra \$40,000 or \$50,000 for the improvements. Mr. Adams replied, not in a timely manner, the way the banks move. December or January is when the bulk of the assessment revenues are received so there may be enough money to take on this project in-house.

Mr. Russell asked Mr. Sales if he contacted Pasco County Mosquito Control. Mr. Sales replied no. Mr. Russell suggested that he do so because of potential viruses and stagnant water in the area.

Mr. Burns noted that Mosquito Control treated the lakes last spring.

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 had no report. He asked Mr. Adams about the payment for the reclaimed water project.

Mr. Adams had not received a bill so no payments were made. Funds are available for the payment.

C. Reclaimed Water Project: *Supervisor Raymond Russell*

Mr. Russell reported the following rate for reclaimed water; \$0.50 per 1,000 gallons for the maintained villages, \$0.23 per 1,000 gallons for surplus water, and \$0.00 for the wet weather rates. There is a flat rate of \$11.05 per month for the self maintained villages. The County is currently at the wet weather rate but it is not known how long the rate will last.

Mr. Heath stated that Pasco County has been in the wet weather mode for the past two years and is not charging for the bulk meters, other than one or two months last summer, when the surplus rate was applied. Actual billing will begin in two months.

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

There being no report, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

Mr. Heath will attend The Village President meeting on Thursday and give a general overview. He will discuss the current rates, watering days, the contract for billing issues, etc.

C. Manager

i. Approval of Unaudited Financial Statements as of February 29, 2016

Mr. Adams presented the Unaudited Financial Statements as of February 29, 2016. On Page 1, the fund balance was comprised of two components. The committed balance was \$216,000 for the Effluent project, and the uncommitted amount was \$286,554. One year of assessment collections will replenish fund balance and one year of resident collections will be removed.

ii. NEXT MEETING: June 14, 2016 at 2:00 P.M.

The next meeting will be held on June 14, 2016 at 2:00 p.m., at this location.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Pifer asked if the Board would agree to be invoiced in Fiscal Year 2017 if CGV performed the work, prior to the new growing season, to prevent further grass intrusion. Mr. Russell advised that some Board Members would no longer be serving in Fiscal Year 2017; therefore, the Board cannot make that commitment.

Mr. Herr disagreed and stated that this Board could commit funds for Fiscal Year 2017 for this project. Further discussion ensued.

NINTH ORDER OF BUSINESS


Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Russell and seconded by Mr. Herr, with all in favor, the meeting adjourned at 3:00 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair