

HERITAGE PINES
COMMUNITY DEVELOPMENT
DISTRICT

REGULAR MEETING
AGENDA

December 12, 2016

Heritage Pines Community Development District

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

December 2, 2016

ATTENDEES:

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

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 **Monday, December 12, 2016 at 3:00 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. Presentation to Outgoing Supervisors
4. Administration of Oath of Office to Newly Elected Supervisors: **J. Bart Cutshall** [Seat 1], **Neil E. Goulette** [Seat 2] and **Michael V. Walsh** [Seat 3] (*the following to be provided in separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - Form 1: Statement of Financial Interests
 - Form 1X: Amendment to Form 1, Statement of Financial Interests
 - Form 1F: Final Statement of Financial Interests
 - D. Form 8B, Memorandum of Voting Conflict
5. Consideration of **Resolution 2017-1**, Electing the Officers of the District
6. Acceptance of Unaudited Financial Statements as of October 31, 2016
7. Approval of **October 11, 2016** Regular Meeting Minutes

8. Board Member Reports
 - A. Ponds and Lakes: *Supervisor _____*
 - B. Finance Matters and Negotiations: *Supervisor _____*
 - C. Reclaimed Water Project: *Supervisor Raymond Russell*
 - D. Golf Course and Surrounding Areas: *Supervisor Jack Nelson*
9. Staff Reports
 - A. District Counsel: *Bush Ross, P.A.*
 - B. District Engineer: *Stroud Engineering Consultants*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
10. Supervisors' Requests
11. Adjournment

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

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL IN NUMBER: 1-888-354-0094

CONFERENCE ID: 8593810

RESOLUTION 2017-1

**A RESOLUTION ELECTING THE OFFICERS OF THE
HERITAGE PINES COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Heritage Pines Community Development District was notified of the General Election results held on November 8, 2016 for Seats 1, 2 and 3; and

WHEREAS, the Board of Supervisors of the Heritage Pines Community Development District desires to elect the below recited person to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons are elected to the offices shown:

Chair	_____
Vice Chair	_____
Secretary	<u>Chuck Adams</u>
Treasurer	<u>Craig Wrathell</u>
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	<u>Craig Wrathell</u>

PASSED AND ADOPTED this 12th day of December, 2016.

Secretary/Assistant Secretary

Chair/Vice Chair

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2016**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2016**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Cash - SunTrust	\$ 350,755	\$ -	\$ 350,755
Investments			
Federated	33,290	-	33,290
SBA			
Operating A *	716	-	716
Reserve A *	1,744	-	1,744
US Bank			
Revenue	-	61,303	61,303
Reserve	-	20,914	20,914
Interest	-	21,622	21,622
Due from other funds			
General fund	-	543	543
Undeposited funds	1,643	-	1,643
Total assets	\$ 388,148	\$ 104,382	\$ 492,530
LIABILITIES & FUND BALANCE			
Liabilities			
Due to other funds			
Debt service fund	\$ 543	\$ -	\$ 543
Total liabilities	543	-	543
Fund balance			
Restricted for debt service	-	104,382	104,382
Committed			
Effluent project loan payments	216,000	-	216,000
Unassigned	171,605	-	171,605
Total fund balance	387,605	104,382	491,987
Total liabilities and fund balance	\$ 388,148	\$ 104,382	\$ 492,530

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED OCTOBER 31, 2016**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 425,182	0%
Interest & miscellaneous	13	13	1,000	1%
Total revenues	<u>13</u>	<u>13</u>	<u>426,182</u>	0%
EXPENDITURES				
Professional & administrative fees				
Supervisors	431	431	7,000	6%
Management	2,704	2,704	32,450	8%
Legal	-	-	1,000	0%
Engineering	-	-	5,000	0%
Audit	-	-	9,785	0%
Assessment roll preparation	601	601	7,210	8%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent fees	83	83	1,000	8%
Trustee fees	-	-	3,000	0%
Telephone	12	12	150	8%
Rentals and leases	155	155	1,860	8%
Postage	6	6	1,300	0%
Printing & binding	86	86	1,030	8%
Legal advertising	82	82	350	23%
Annual district filing fee	-	-	175	0%
Insurance	6,789	6,789	7,001	97%
Contingencies	392	392	1,300	30%
Website	-	-	750	0%
Principal (FY 2012 land purchase)	1,068	1,068	75,000	1%
Interest (FY 2012 land purchase)	101	101	1,673	6%
Total Professional & Administrative Fees	<u>12,510</u>	<u>12,510</u>	<u>158,234</u>	8%
Operations and maintenance				
Electricity - street lighting	-	-	15,000	0%
Retention pond mowing/weed control	-	-	87,000	0%
Irrigation	-	-	1,000	0%
Contingencies	-	-	2,500	0%
Aquatic weed control	-	-	17,400	0%
Dry retention pond refurbishment/planting	-	-	50,000	0%
Rentals and leases - mowers	-	-	14,040	0%
Total operations and maintenance	<u>-</u>	<u>-</u>	<u>186,940</u>	0%

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED OCTOBER 31, 2016**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
EXPENDITURES (continued)				
Other fees and charges				
Property appraiser	-	-	150	0%
Tax collector	-	-	<u>8,858</u>	0%
Total other fees and charges	<u>-</u>	<u>-</u>	<u>9,008</u>	0%
Total expenditures	<u>12,510</u>	<u>12,510</u>	<u>354,182</u>	4%
Excess/(deficiency) of revenues over/(under) expenditures	(12,497)	(12,497)	72,000	
Fund balance - beginning	<u>400,102</u>	<u>400,102</u>	<u>71,964</u>	
Fund balance - ending	<u>\$ 387,605</u>	<u>\$ 387,605</u>	<u>\$ 143,964</u>	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2008
FOR THE PERIOD ENDED OCTOBER 31, 2016**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 214,980	0%
Total revenue	<u>-</u>	<u>-</u>	<u>214,980</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	175,000	0%
Interest	-	-	35,501	0%
Total debt service	<u>-</u>	<u>-</u>	<u>210,501</u>	0%
Other fees and charges				
Tax collector fee	-	-	4,479	0%
Total other fees and charges	<u>-</u>	<u>-</u>	<u>4,479</u>	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>214,980</u>	0%
Net increase/(decrease) of fund balance	-	-	-	
Fund balance - beginning	104,382	104,382	81,148	
Fund balance - ending	<u>\$ 104,382</u>	<u>\$ 104,382</u>	<u>\$ 81,148</u>	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BANK STATEMENT
OCTOBER 2016**



Account Statement

HERITAGE PINE COMMUNITY DEVELOPMENT
 DISTRICT
 2300 GLADES RD STE 410W
 BOCA RATON FL 33431-8556

Questions? Please call
 1-800-786-8787

SAVE ON GAS, HOTELS, DINING AND MORE FOR YOUR BUSINESS. PAY WITH YOUR SUNTRUST MASTERCARD(R) BUSINESS DEBIT CARD TO SAVE ON THE THINGS THAT MAKE DOING BUSINESS EASIER. YOU'LL RECEIVE MASTERCARD EASY SAVINGS(R) REBATES ON TOP OF OTHER MERCHANT DISCOUNTS AND CARD REWARDS PROGRAMS. VISIT EASYSAVINGS.COM

Account Summary	Account Type	Account Number	Statement Period
	PUBLIC FUNDS NOW	0615006011053	10/01/2016 - 10/31/2016

Description	Amount	Description	Amount
Beginning Balance	\$377,470.04	Average Balance	\$372,211.08
Deposits/Credits	\$12.61	Average Collected Balance	\$372,211.08
Checks	\$24,915.97	Number of Days in Statement Period	31
Withdrawals/Debits	\$298.68	Annual Percentage Yield Earned	.04%
Ending Balance	\$352,268.00	Interest Paid Year to Date	\$148.47

Deposits/Credits	Date	Amount	Serial #	Description
	10/31	12.61		INTEREST PAID THIS STATEMENT THRU 10/31
Deposits/Credits: 1		Total Items Deposited: 0		

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	152	184.70	10/19	2191	1,525.00	10/26	2197	1,169.52	10/31
	*2184	1,770.00	10/13	2192	339.06	10/24	2198	1,476.17	10/25
	*2188	6,789.00	10/26	2193	1,537.00	10/25	2199	3,641.66	10/28
	2189	49.01	10/27	*2195	81.60	10/28			
	2190	6,347.14	10/27	2196	6.11	10/28			
Checks: 13		*Break in check sequence							

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	10/13	61.20		ELECTRONIC/ACH DEBIT ADP Tax/401k Tax/401k 07QHR 101441A01
	10/13	184.70		ELECTRONIC/ACH DEBIT ADP EEPAY/GARNWC EEPAY/GARN 937600990073QHR
	10/21	52.78		ACCOUNT ANALYSIS FEE
Withdrawals/Debits: 3				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	10/01	377,470.04	377,470.04	10/25	371,864.43	371,864.43
	10/13	375,454.14	375,454.14	10/26	363,550.43	363,550.43
	10/19	375,269.44	375,269.44	10/27	357,154.28	357,154.28
	10/21	375,216.66	375,216.66	10/28	353,424.91	353,424.91
	10/24	374,877.60	374,877.60	10/31	352,268.00	352,268.00



Account Statement

To change your address, please call 1-800-SUNTRUST (1-800-786-8787). Business clients call 1-800-752-2515

Complete this section to balance this statement to your transaction register.

Month _____ Year _____

Bank Balance Shown on statement \$ _____

Add (+) \$ _____
 Deposits not shown on this statement (if any).

Total (+) \$ _____

Subtract (-) Checks and other items outstanding but not paid on this statement (if any).

	\$		\$

Total (-) \$ _____

Balance \$ _____

These balances should agree ↑

Your Transaction Register Balance \$ _____

Add (+) \$ _____
 Other credits shown on this statement but not in transaction register.

Add (+) \$ _____

Interest paid (for use in balancing interest-bearing accounts only).

Total (+) \$ _____

Subtract (-) Other debits shown on this statement but not in transaction register.

Service Fees (if any)	\$

Total (-) \$ _____

Balance \$ _____

↑

In Case Of Errors Or Questions About Your Electronic Transfers (ETF)

Telephone us at 800.447.8994, Option 1 or write us at SunTrust Bank, Attention: Fraud Assistance Center, P.O. Box 4418, Mail Code GA-MT-0413, Atlanta, GA 30302 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. (1) Tell us your name and account number (if any). (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. (3) Tell us the dollar amount of the suspected error. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error so that you will have the use of the money during the time it takes us to complete our investigation.



Account Statement

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

Payroll check number: 0000000152
 Pay date: 10/14/2016

Pay to the order of: **RAYMOND RUSSELL**
 This amount: **ONE HUNDRED EIGHTY FOUR AND 70/100 DOLLARS** \$184.70

SUNTRUST

00000152 106310215210615006011053*

Ck # 152 10/19 \$184.70

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2191 10/20/2016

PAY TO THE ORDER OF: **LAKE MASTERS AQUATIC WEED CONTROL INC.**
 \$1,525.00
 One Thousand Five Hundred Twenty-Five and 00/100 DOLLARS

LAKE MASTERS AQUATIC WEED CONTROL INC.
 P.O. BOX 7300
 PALM CITY, FL 34901

MEMO: LAKE MASTERS AQUATIC WEED CONTROL

002191 106310215210615006011053*

Ck # 2191 10/26 \$1,525.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2184 10/20/2016

PAY TO THE ORDER OF: **STROUD ENGINEERING CONSULTANTS, INC.**
 \$1,770.00
 One Thousand Seven Hundred Seventy and 00/100 DOLLARS

STROUD ENGINEERING CONSULTANTS, INC.
 10105 CYNDEE LANE
 ODESSA, FL 33558

MEMO

002184 106310215210615006011053*

Ck # 2184 10/13 \$1,770.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2192 10/20/2016

PAY TO THE ORDER OF: **PATRIOT BANK**
 \$339.00
 Three Hundred Thirty-Nine and 00/100 DOLLARS

PATRIOT BANK
 1816 LITTLE ROAD
 TRINITY, FL 34655

MEMO: 7001129

002192 106310215210615006011053*

Ck # 2192 10/24 \$339.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2188 10/20/2016

PAY TO THE ORDER OF: **EGIS INSURANCE & RISK ADVISORS**
 \$6,789.00
 Six Thousand Seven Hundred Eighty-Nine and 00/100 DOLLARS

EGIS INSURANCE & RISK ADVISORS
 LOCKBOX 234021
 PO BOX 84021
 CHICAGO, IL 60689-4002

MEMO: EY 2018 INSURANCE PREMIUM - 100118-100111

002188 106310215210615006011053*

Ck # 2188 10/26 \$6,789.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2193 10/20/2016

PAY TO THE ORDER OF: **SCHAER DEVELOPMENT, INC.**
 \$1,537.00
 One Thousand Five Hundred Thirty-Seven and 00/100 DOLLARS

SCHAER DEVELOPMENT, INC.
 P.O. BOX 16180
 LAND O' LAKES, FL 34639-1610

MEMO: SINK,HOLD,REPAIR

002193 106310215210615006011053*

Ck # 2193 10/25 \$1,537.00

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2189 10/20/2016

PAY TO THE ORDER OF: **FEDEX**
 \$49.01
 Forty-Nine and 01/100 DOLLARS

FEDEX
 PO BOX 650451
 DALLAS, TX 75268-0451

MEMO: 3243-3375-0

002189 106310215210615006011053*

Ck # 2189 10/27 \$49.01

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2195 10/20/2016

PAY TO THE ORDER OF: **TAMPA BAY TIMES**
 \$81.00
 Eighty-One and 00/100 DOLLARS

TAMPA BAY TIMES
 DEPT 3325
 P.O. BOX 123599
 DALLAS, TX 75312-3599

MEMO: CUSTOMER ACCOUNT 123456

002195 106310215210615006011053*

Ck # 2195 10/28 \$81.60

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2190 10/20/2016

PAY TO THE ORDER OF: **HERITAGE PINES COMMUNITY ASSOCIATION, INC.**
 \$6,347.14
 Six Thousand Three Hundred Forty-Seven and 14/100 DOLLARS

HERITAGE PINES COMMUNITY ASSOCIATION, INC.
 11524 SCENIC HILLS BLVD
 HUDSON, FL 34807

MEMO: 02/14 GROUNDS MAINT

002190 106310215210615006011053*

Ck # 2190 10/27 \$6,347.14

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT
 2300 GLADES ROAD, SUITE 410W
 BOCA RATON, FL 33431

2196 10/20/2016

PAY TO THE ORDER OF: **VERANDAH EAST CDD**
 \$6.11
 Six and 11/100 DOLLARS

VERANDAH EAST CDD
 2300 GLADES ROAD 410W
 BOCA RATON, FL 33431

MEMO: REIMBURSE FEDEX 6-643-4734

002196 106310215210615006011053*

Ck # 2196 10/28 \$6.11



Account Statement

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
2300 GLADES ROAD, SUITE 410W
BOCA RATON, FL 33431

SUNTRUST
#2218431 10/20/2016

2197

ORDER OF
WELLS FARGO FINANCIAL LEASING, INC
\$1,169.02

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

WELLS FARGO FINANCIAL LEASING, INC
PO BOX 6434
CAROL STREAM, IL 60197

MEMO
LEASE PAYMENT - 10/31/16

146072128838009/30/16

Ck # 2197 10/31 \$1,169.52

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
2300 GLADES ROAD, SUITE 410W
BOCA RATON, FL 33431

SUNTRUST
#2218431 10/20/2016

2199

ORDER OF
WRATHELL HUNT & ASSOCIATES, LLC
\$3,641.66

Three Thousand Six Hundred Forty-One and 66/100 DOLLARS

WRATHELL HUNT & ASSOCIATES, LLC
2300 GLADES ROAD, SUITE 410W
BOCA RATON, FL 33431

MEMO
10/16 MGMT FEE

146072128838009/30/16

Ck # 2199 10/28 \$3,641.66

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
2300 GLADES ROAD, SUITE 410W
BOCA RATON, FL 33431

SUNTRUST
#2218431 10/20/2016

2198

ORDER OF
WITHLACOCHEE RIVER ELECTRIC COOPERATIVE
\$1,476.17

One Thousand Four Hundred Seventy-Six and 17/100 DOLLARS

WITHLACOCHEE RIVER ELECTRIC COOPERAT
P.O. BOX 100
DADE CITY, FL 33528-0100

MEMO
146072128838009/30/16

Ck # 2198 10/25 \$1,476.17

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
OCTOBER 2016**

**Heritage Pines CDD
CHECK REGISTER
October 2016**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	DD	10/14/2016	JACK M NELSON	101.000 - Suntrust Bank - Checking		-184.70
				511.110 - Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	152	10/14/2016	RAYMOND E RUSSELL	101.000 - Suntrust Bank - Checking		-184.70
				511.110 - Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Bill Pmt -Check	2188	10/20/2016	EGIS INSURANCE & RISK ADVISORS	101.000 - Suntrust Bank - Checking		-6,789.00
Bill	4745	10/18/2016		519.450 - Insurance	-6,789.00	6,789.00
TOTAL					-6,789.00	6,789.00
Bill Pmt -Check	2189	10/20/2016	FEDEX	101.000 - Suntrust Bank - Checking		-49.01
Bill	5-551-26797	09/30/2016		519.410 - Postage	-49.01	49.01
TOTAL					-49.01	49.01
Bill Pmt -Check	2190	10/20/2016	HERITAGE PINES COMMUNITY ASSOCIATION,INC	101.000 - Suntrust Bank - Checking		-6,347.14
Bill	093016	09/30/2016		539.340 - Retention Pond Mowing/Weed Cont	-6,347.14	6,347.14
TOTAL					-6,347.14	6,347.14
Bill Pmt -Check	2191	10/20/2016	LAKE MASTERS AQUATIC WEED CONTROL,INC.	101.000 - Suntrust Bank - Checking		-1,525.00
Bill	16-07041	09/30/2016		539.311 - Aquatic Weed Control	-1,525.00	1,525.00
TOTAL					-1,525.00	1,525.00
Bill Pmt -Check	2192	10/20/2016	PATRIOT BANK	101.000 - Suntrust Bank - Checking		-339.06
Bill	6369	10/18/2016		519.492 - Contingencies - Interest	-339.06	339.06
TOTAL					-339.06	339.06
Bill Pmt -Check	2193	10/20/2016	SCHAER DEVELOPMENT, INC.	101.000 - Suntrust Bank - Checking		-1,537.00
Bill	8302016A	09/30/2016		539.341 - Dry Retention Pond Refurbish	-1,537.00	1,537.00
TOTAL					-1,537.00	1,537.00
Bill Pmt -Check	2194	10/20/2016	STROUD ENGINEERING CONSULTANTS	101.000 - Suntrust Bank - Checking		-1,237.50

**Heritage Pines CDD
CHECK REGISTER
October 2016**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	HPC1202-10-02	09/30/2016		519.320 · Engineering	-1,237.50	1,237.50
TOTAL					-1,237.50	1,237.50
Bill Pmt -Check	2195	10/20/2016	TAMPA BAY TIMES	101.000 · Suntrust Bank - Checking		-81.60
Bill	362853	10/18/2016		519.480 · Legal Advertising	-81.60	81.60
TOTAL					-81.60	81.60
Bill Pmt -Check	2196	10/20/2016	VERANDAH EAST CDD	101.000 · Suntrust Bank - Checking		-6.11
Bill	0928	10/18/2016		519.410 · Postage	-6.11	6.11
TOTAL					-6.11	6.11
Bill Pmt -Check	2197	10/20/2016	WELLS FARGO FINANCIAL LEASING, INC.	101.000 · Suntrust Bank - Checking		-1,169.52
Bill	5003418551	10/18/2016		519.442 · Lease - Principal 519.443 · Lease - Interest	-1,068.08 -101.44	1,068.08 101.44
TOTAL					-1,169.52	1,169.52
Bill Pmt -Check	2198	10/20/2016	WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE	101.000 · Suntrust Bank - Checking		-1,476.17
Bill	1490721298380 ...	09/30/2016		539.430 · Street Lighting	-1,476.17	1,476.17
TOTAL					-1,476.17	1,476.17
Bill Pmt -Check	2199	10/20/2016	WRATHELL, HUNT & ASSOCIATES. LLC	101.000 · Suntrust Bank - Checking		-3,641.66
Bill	2006-9789	10/18/2016		512.311 · Management Fees 513.310 · Assessment Roll Preparation 519.411 · Telephone 519.440 · Rentals and Leases 519.470 · Printing and Binding 513.312 · Dissemination Agent	-2,704.16 -600.83 -12.50 -155.00 -85.83 -83.34	2,704.16 600.83 12.50 155.00 85.83 83.34
TOTAL					-3,641.66	3,641.66

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, October 11, 2016 at 2:00 p.m.**, in the **Heritage Pines**
7 **Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667.**
8

9 **Present at the meeting were:**

10 Raymond Russell	Chair
11 Jack Nelson	Vice Chair
12 Herbert Elliott	Assistant Secretary
13 Gilbert Herr	Assistant Secretary
14 Robert Zimmerman	Assistant Secretary

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16
17 **Also present were:**

18	DRAFT	19 Chuck Adams	District Manager
20		20 Cleo Crismond	Assistant Regional Manager
21		21 Kurt Heath	District Engineer
22		22 Bill Crusselle	General Manager – Master Association
23		23 John Burns	Golf Course Superintendent
24		24 Chris Ansley	Assistant GC Superintendent
25		25 Roy Dolsky	Resident

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28 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

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

Public Comments [3 minutes per person]

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35 There being no public comments, the next item followed.
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37 **THIRD ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of August 31, 2016**

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40 Mr. Adams presented the Unaudited Financial Statements as of August 31, 2016. Page 1,
41 under the “General Fund”, reflected remaining fund balances of \$216,000, for the “Effluent
42 project loan payments”, and \$214,453, “Unassigned”. The CDD’s obligation, under the

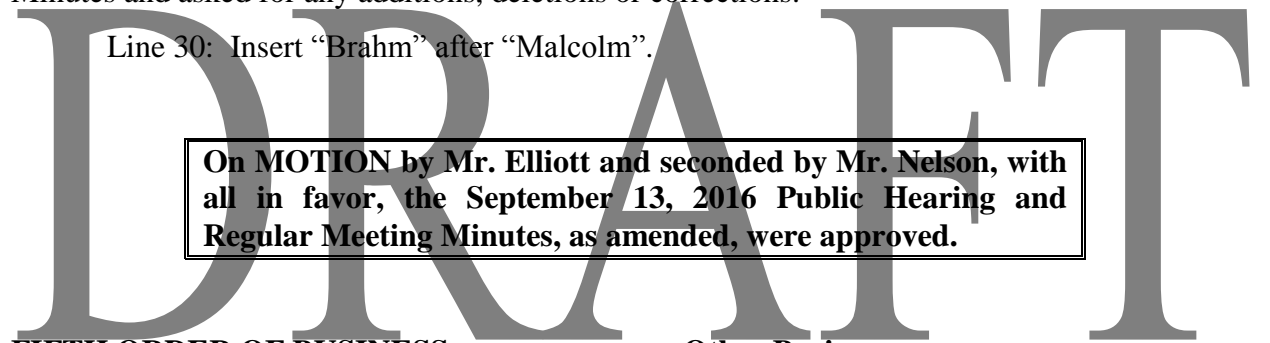
43 agreement for the effluent project, was \$316,000; therefore, \$100,000 would be needed from the
44 “Unassigned” fund balance if payment was due to the County prior to the CDD receiving
45 assessment collections for Fiscal Year 2017. “Engineering” on Page 2, was over budget due to
46 unforeseen expenses related to the Brooklawn sinkhole. Expenditures were at 38%.

47 Mr. Russell asked if there was any information from Pasco County about the billing. Mr.
48 Heath replied Pasco County previously stated that billing would start in October or November.
49 Mr. Adams asked if the County signed off on the project and certified that it was complete. Mr.
50 Heath replied yes.

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52 **FOURTH ORDER OF BUSINESS** **Approval of September 13, 2016 Public**
53 **Hearing and Regular Meeting Minutes**
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55 Mr. Adams presented the September 13, 2016 Public Hearing and Regular Meeting
56 Minutes and asked for any additions, deletions or corrections.

57 Line 30: Insert “Brahm” after “Malcolm”.



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64 **FIFTH ORDER OF BUSINESS** **Other Business**

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

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68 **SIXTH ORDER OF BUSINESS** **Board Member Reports**

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

71 Mr. Burns stated that the Florida Department of Environmental Protection (FDEP) tested
72 the lake on Hole #17 today and found no Zika issues to date. The ponds handled the recent
73 tropical storm well. In response to a question, Mr. Burns believed that the aquatic plants had
74 been reduced by 30%; LakeMasters sprayed about one week ago. Mr. Adams stated that 30%
75 was the intent. The agencies monitor because the aquatic plants are supposed to be planted for
76 water quality purposes to help absorb nutrients. It would probably take 30 days for the results of
77 the recent treatment to be visible.

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

79 There being no report, the next item followed.

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

81 Mr. Russell stated that there were a couple of leaks, for the second time, in the same
82 places, and asked why leaks continued to occur. Mr. Heath stated that there were two leaks in
83 the last week, one was in Windrush Circle, which was the same spot that was repaired a couple
84 of weeks ago; they would try to repair it again tomorrow. The leak on Eagle Bend was new and
85 would be repaired. There were few leaks on the polyethylene-like main lines. 250 were installed
86 and only a few required repairs; the pipes are under warranty, for one year. It was noted that the
87 water pressure was rising and dropping quickly, causing a lot of water hammer, which would
88 contribute. This was an issue with the County’s system, for several years. Techniques were
89 used on the project to mitigate that but, as long as the County continues to run its pump station in
90 the same manner, pressure would always fluctuate. This was a concern with the fluctuating
91 pressure relating to some of the leaks. County Staff was trying to get the pumps automated back
92 to the way they should work.

93 Mr. Russell asked if the pipe saddle coming loose would be a recurrent problem. Mr.
94 Heath stated that the same equipment was used on other similar projects and there were no
95 issues. There were 250 saddles, on this project and only a few with issues. The County must get
96 their pressures stabilized, going forward.

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

98 Mr. Russell obtained a list of the plants on the golf course and felt that the plants need to
99 be replaced or changed to improve the appearance. The Board and golf course should discuss
100 this. Several EDRAs are retaining water. Mr. Burns stated that it dried out quite a bit but the
101 15” rainfall filled the EDRAs.

102 Regarding the sinkhole on Scenic Drive, Mr. Crusselle stated that, a week ago Saturday,
103 asphalt gave way on Scenic Hills. The opening was 12” to 15” across, in diameter; it was not a
104 big hole but it was about 4’ in diameter going out and down. Another depression was discovered
105 about 8 to 10 yards down the same piece of asphalt. Universal Soil Solution, LLC drilled and
106 took soil samples and found sand in both locations between 32’ to 35 feet’, which needed grout.
107 The final report of the exact cost was pending but the initial estimate was that it could be up to
108 \$50,000.

109

110 **SEVENTH ORDER OF BUSINESS**

Staff Reports

111 **A. District Counsel**

112 There being no report, the next item followed.

113 **B. District Engineer**

114 There being no report, the next item followed.

115 **C. District Manager**

116 There being no report, the next item followed.

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118 **EIGHTH ORDER OF BUSINESS**

Supervisors' Requests

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

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122 **NINTH ORDER OF BUSINESS**

Adjournment

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124 There being nothing further to discuss, the meeting adjourned.

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On MOTION by Mr. Russell and seconded by Mr. Herr, with all in favor, the meeting adjourned at 2:18 p.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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DRAFT

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT