

HERITAGE PINES

COMMUNITY DEVELOPMENT DISTRICT

December 1, 2020

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

Heritage Pines Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

November 24, 2020

Board of Supervisors
Heritage Pines Community Development District

<p><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

The Board of Supervisors of the Heritage Pines Community Development District will hold a Regular Meeting on December 1, 2020 at 2:00 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: Agenda Items [3 minutes per person]
3. Administration of Oath of Office to Newly Elected Supervisors, Arthur Rhodes [SEAT 1], Janice Benedetti [SEAT 2] and Michael Walsh [SEAT 3] (*the following to be provided in a 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
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District, and Providing for an Effective Date
5. Acceptance of Unaudited Financial Statements as of October 31, 2020
6. Approval of October 20, 2020 Regular Meeting Minutes
 - To Do Action Items List

- 7. Assignment of Duties/Board Member Reports
 - A. Golf Course Surrounding Areas: *Supervisor Walsh*
 - B. Finance Matters and Negotiations: *Supervisor Rhodes*
 - C. Mosquito Control, Front Property and Paleo Park: *Supervisor Vaughan*

- 8. Staff Reports
 - A. District Counsel: *Straley Robin Vericker, P.A.*
 - B. District Engineer: *Stroud Engineering Consultants*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

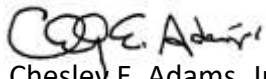
- NEXT MEETING DATE: February 16, 2021
 - CDD Educational Workshop at 12:00 P.M.
 - Regular Board Meeting at 2:00 P.M.

○ QUORUM CHECK

Arthur Rhodes	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Janice Benedetti	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Michael Walsh	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Kathleen F. Lonergan	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Carol E. Vaughan	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 9. Audience Comments: Non-Agenda Items [3 minutes per person]
- 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

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

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RESOLUTION 2021-01

A RESOLUTION DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Heritage Pines Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint the below-recited persons to the offices specified.

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

1. **DISTRICT OFFICERS.** The District officers are as follows:

_____ is appointed Chair

_____ is appointed Vice Chair

Chuck Adams is appointed Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

Craig Wrathell is appointed Assistant Secretary

Craig Wrathell is appointed Treasurer

Jeff Pinder is appointed Assistant Treasurer

2. **EFFECTIVE DATE:** This Resolution shall become effective immediately upon its adoption.

Adopted this 1st day of December, 2020.

ATTEST:

**HERITAGE PINES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

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**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2020**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2020**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Cash - SunTrust	\$ 342,786	\$ -	\$ 342,786
Investments			
SBA			
Operating A	768	-	768
Reserve A	1,872	-	1,872
Utility deposit	14,717	-	14,717
Assessments receivable	2,152	-	2,152
Undeposited funds	8,375	-	8,375
Total assets	\$ 370,670	\$ -	\$ 370,670
LIABILITIES & FUND BALANCE			
Liabilities			
Accounts payable	\$ 7,995	\$ -	\$ 7,995
Total liabilities	7,995	-	7,995
Fund balance			
Unassigned	362,675	-	362,675
Total fund balance	362,675	-	362,675
Total liabilities and fund balance	\$ 370,670	\$ -	\$ 370,670

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date	Budget	% of Budget
REVENUES															
Assessment levy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 334,871	0%
Interest & miscellaneous	4	-	-	-	-	-	-	-	-	-	-	-	4	1,000	0%
Total revenues	4	-	-	-	-	-	-	-	-	-	-	-	4	335,871	0%
EXPENDITURES															
Professional & administrative fees															
Supervisors	1,077	-	-	-	-	-	-	-	-	-	-	-	1,077	7,000	15%
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	-	-	-	-	-	-	-	-	-	-	-	-	-	4,337	0%
Telephone	13	-	-	-	-	-	-	-	-	-	-	-	13	150	9%
Rentals and leases	155	-	-	-	-	-	-	-	-	-	-	-	155	1,860	8%
Postage	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
Printing & binding	86	-	-	-	-	-	-	-	-	-	-	-	86	1,030	8%
Legal advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	350	0%
Annual district filing fee	-	-	-	-	-	-	-	-	-	-	-	-	-	175	0%
Insurance	7,549	-	-	-	-	-	-	-	-	-	-	-	7,549	7,283	104%
Contingencies	54	-	-	-	-	-	-	-	-	-	-	-	54	1,000	5%
ADA website compliance	-	-	-	-	-	-	-	-	-	-	-	-	-	210	0%
Website	-	-	-	-	-	-	-	-	-	-	-	-	-	705	0%
Total Professional & Administrative Fees	12,322	-	-	-	-	-	-	-	-	-	-	-	12,322	82,745	15%
Operations and maintenance															
Electricity - street lighting	-	-	-	-	-	-	-	-	-	-	-	-	-	22,000	0%
Retention pond mowing/weed control	-	-	-	-	-	-	-	-	-	-	-	-	-	88,000	0%
Irrigation water	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	0%
Contingencies	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
Aquatic weed control	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	0%
Dry retention pond refurbishment/planting	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	0%
Total operations and maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	196,000	0%
EXPENDITURES (continued)															
Other fees and charges															
Property appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	150	0%
Tax collector	-	-	-	-	-	-	-	-	-	-	-	-	-	6,976	0%
Total other fees and charges	-	-	-	-	-	-	-	-	-	-	-	-	-	7,126	0%
Total expenditures	12,322	-	-	-	-	-	-	-	-	-	-	-	12,322	285,871	4%
Excess/(deficiency) of revenues over/(under) expenditures	(12,318)	-	-	-	-	-	-	-	-	-	-	-	(12,318)	50,000	
Fund balance - beginning	374,993	362,675	362,675	362,675	362,675	362,675	362,675	362,675	362,675	362,675	362,675	362,675	374,993	346,818	
Fund balance - ending															
Committed															
Disaster recovery	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	
Future mower replacement	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	
Working capital	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Unassigned	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	(32,325)	1,818	
Fund balance - ending	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 362,675	\$ 396,818

**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, 2020**

	Current Month	Year to Date	Budget	% of Budget
REVENUES	-	-	-	N/A
Total revenue	-	-	-	N/A
EXPENDITURES				
Debt service	-	-	-	N/A
Total debt service	-	-	-	N/A
Excess (deficiency) of revenues over (under) expenditures	-	-	-	
Fund balance - beginning	-	-	4,464	
Fund balance - ending	\$ -	\$ -	\$ 4,464	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL LEDGER
AS OF
OCTOBER 2020**

Heritage Pines CDD
General Ledger
As of October 31, 2020

Type	Date	Num	Name	Memo	Debit	Credit	Balance
101.000 · Suntrust Bank - Checking							352,818.06
General Journal	10/09/2020	2693		A/P 10/9/2020		8,904.65	343,913.41
General Journal	10/21/2020	2707		ACCOUNT ANALYSIS FEE		54.22	343,859.19
General Journal	10/28/2020	2696		BOARD MEETING - 10/20/20		923.50	342,935.69
General Journal	10/28/2020	2696		BOARD MEETING - 10/20/20		153.00	342,782.69
General Journal	10/30/2020	2706		INTEREST INCOME	2.95		342,785.64
Total 101.000 · Suntrust Bank - Checking					2.95	10,035.37	342,785.64
151.000 · Investments							2,639.97
151.001 · SBA-Operating A Account							768.02
General Journal	10/31/2020	2705		INTEREST INCOME	0.19		768.21
Total 151.001 · SBA-Operating A Account					0.19	0.00	768.21
151.101 · SBA - Reserve A Account							1,871.95
General Journal	10/31/2020	2705		INTEREST INCOME	0.47		1,872.42
Total 151.101 · SBA - Reserve A Account					0.47	0.00	1,872.42
Total 151.000 · Investments					0.66	0.00	2,640.63
121.000 · Assessments Receivable							2,152.00
Total 121.000 · Assessments Receivable							2,152.00
1299 · Undeposited Funds							0.00
General Journal	10/27/2020	2700		overpmt -Solitude Lake Management CK#33771	8,375.00		8,375.00
Total 1299 · Undeposited Funds					8,375.00	0.00	8,375.00
131.000 · Due from Other							8,375.00
General Journal	10/27/2020	2700		overpmt -Solitude Lake Management CK#33771		8,375.00	0.00
Total 131.000 · Due from Other					0.00	8,375.00	0.00
155.000 · Prepaid Expense							7,549.00
General Journal	10/01/2020	2708		TO RECLASS EGIS INVOICE #11707 TO RE...		7,549.00	0.00
Total 155.000 · Prepaid Expense					0.00	7,549.00	0.00
156.100 · Utility Deposit							14,716.80
Total 156.100 · Utility Deposit							14,716.80
202.000 · Accounts Payable - Year End							-13,257.88
General Journal	10/08/2020	2692		A/P 10/8/2020		3,641.66	-16,899.54
General Journal	10/09/2020	2693		A/P 10/9/2020	8,904.65		-7,994.89
Total 202.000 · Accounts Payable - Year End					8,904.65	3,641.66	-7,994.89
271.000 · Unreserved Fund Balance							43,724.92
Total 271.000 · Unreserved Fund Balance							43,724.92
271.100 · Reserved Fund Balance							-83,000.00
Total 271.100 · Reserved Fund Balance							-83,000.00
3900 · Retained Earnings							-335,717.87
Total 3900 · Retained Earnings							-335,717.87
361.000 · Interest Income							0.00
361.100 · Interest Income - Surplus Acct							0.00

**Heritage Pines CDD
General Ledger
As of October 31, 2020**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Journal	10/30/2020	2706		INTEREST INCOME		2.95	-2.95
General Journal	10/31/2020	2705		INTEREST INCOME		0.19	-3.14
General Journal	10/31/2020	2705		INTEREST INCOME		0.47	-3.61
Total 361.100 · Interest Income - Surplus Acct					0.00	3.61	-3.61
Total 361.000 · Interest Income					0.00	3.61	-3.61
511.000 · Legislative							0.00
511.110 · Supervisor's Fees							0.00
General Journal	10/28/2020	2696		BOARD MEETING - 10/20/20	153.00		153.00
Check	10/28/2020	DD	ARTHUR RHODES	BOARD MEETING - 10/20/20	184.70		337.70
Check	10/28/2020	DD	NEIL E GOULETTE	BOARD MEETING - 10/20/20	184.70		522.40
Check	10/28/2020	DD	MICHAEL V. WALSH	BOARD MEETING - 10/20/20	184.70		707.10
Check	10/28/2020	DD	KATHLEEN LONERGAN	BOARD MEETING - 10/20/20	184.70		891.80
Check	10/28/2020	DD	CAROL VAUGHAN	BOARD MEETING - 10/20/20	184.70		1,076.50
Total 511.110 · Supervisor's Fees					1,076.50	0.00	1,076.50
Total 511.000 · Legislative					1,076.50	0.00	1,076.50
512.000 · Executive							0.00
512.311 · Management Fees							0.00
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	2,704.16		2,704.16
Total 512.311 · Management Fees					2,704.16	0.00	2,704.16
Total 512.000 · Executive					2,704.16	0.00	2,704.16
513.000 · Financial & Administrative							0.00
513.310 · Assessment Roll Preparation							0.00
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	600.83		600.83
Total 513.310 · Assessment Roll Preparation					600.83	0.00	600.83
513.312 · Dissemination Agent							0.00
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	83.34		83.34
Total 513.312 · Dissemination Agent					83.34	0.00	83.34
Total 513.000 · Financial & Administrative					684.17	0.00	684.17
519.000 · Other General Government							0.00
519.411 · Telephone							0.00
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	12.50		12.50
Total 519.411 · Telephone					12.50	0.00	12.50
519.440 · Rentals and Leases							0.00
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	155.00		155.00
Total 519.440 · Rentals and Leases					155.00	0.00	155.00
519.450 · Insurance							0.00
General Journal	10/01/2020	2708		TO RECLASS EGIS INVOICE #11707 TO RE...	7,549.00		7,549.00
Total 519.450 · Insurance					7,549.00	0.00	7,549.00
519.470 · Printing and Binding							0.00

Heritage Pines CDD
General Ledger
As of October 31, 2020

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	10/08/2020	2019-...	WRATHELL, HUNT & ASSOCIATES. LLC	10/20 MGMT FEE	85.83		85.83
Total 519.470 · Printing and Binding					85.83	0.00	85.83
519.490 · Contingencies							0.00
General Journal	10/21/2020	2707		ACCOUNT ANALYSIS FEE	54.22		54.22
Total 519.490 · Contingencies					54.22	0.00	54.22
Total 519.000 · Other General Government					7,856.55	0.00	7,856.55
TOTAL					29,604.64	29,604.64	0.00

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BANK STATEMENTS**

SUNTRUST BANK
 PO BOX 305183
 NASHVILLE TN 37230-5183

Page 1 of 3
 36/E00/0175/0/40
 0615006011053
 10/31/2020
 0000



Account Statement

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

Questions? Please call
 1-800-786-8787

Keep your SunTrust Accounts safer.
 Use unique usernames and passwords for your online bank accounts.
 It's best not to recycle the same username and password on multiple websites where you
 have an online profile - especially your financial accounts.
 Also, try to avoid characters from your email, phone number, birthdate or other personal information.

Account Summary	Account Type	Account Number	Statement Period
	PUBLIC FUNDS NOW	0615006011053	10/01/2020 - 10/31/2020

Description	Amount	Description	Amount
Beginning Balance	\$353,952.55	Average Balance	\$348,306.20
Deposits/Credits	\$2.95	Average Collected Balance	\$348,306.20
Checks	\$7,762.83	Number of Days in Statement Period	31
Withdrawals/Debits	\$2,944.13	Annual Percentage Yield Earned	.01%
Ending Balance	\$343,248.54	Interest Paid Year to Date	\$123.22

Overdraft Protection
 Account Number: 0615006011053
 Protected By: Not enrolled
 For more information about SunTrust's Overdraft Services, visit www.suntrust.com/overdraft.

Deposits/Credits	Date	Amount	Serial #	Description
	10/30	2.95		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
	2667	859.09	10/05	2679	2,030.00	10/15	*2681	3,641.66	10/16
	*2678	1,232.08	10/16						
Checks: 4		* Indicates break in check number sequence. Check may have been processed electronically and listed as an Electronic/ACH transaction.							

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	10/13	390.35		ELECTRONIC/ACH DEBIT Withlacoochee Ri WEB PMTS B44X4F
	10/13	1,423.06		ELECTRONIC/ACH DEBIT Withlacoochee Ri WEB PMTS C44X4F
	10/21	54.22		ACCOUNT ANALYSIS FEE
	10/28	153.00		ELECTRONIC/ACH DEBIT ADP Tax ADP Tax07QHR 102844A01
	10/28	923.50		ELECTRONIC/ACH DEBIT ADP WAGE PAYWAGE PAY538077201057QHR
Withdrawals/Debits: 5				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	10/01	353,952.55	353,952.55	10/15	349,250.05	349,250.05
	10/05	353,093.46	353,093.46	10/16	344,376.31	344,376.31
	10/13	351,280.05	351,280.05	10/21	344,322.09	344,322.09



Account Statement

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	10/28	343,245.59	343,245.59	10/30	343,248.54	343,248.54

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

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

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 (EFT)

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

SUNTRUST
83-21831

2667
8/11/2020

PAY TO THE ORDER OF STROUD ENGINEERING CONSULTANTS, INC. \$1,859.08

Eight Hundred Fifty-Nine and 09/100 DOLLARS

STROUD ENGINEERING CONSULTANTS, INC.
10503 CYNDEE LANE
DDESSA, FL 32665

MEMO

⑈002667⑈ ⑆06310215240615006011053⑆

Ck # 2667 10/05 \$859.09

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

SUNTRUST
83-21831

2678
10/9/2020

PAY TO THE ORDER OF MARTUJUCCI CONCRETE PUMPING, LLC \$2,030.00

Two Thousand Thirty and 00/100 DOLLARS

MARTUJUCCI CONCRETE PUMPING, LLC
10244 TOOK LAKE BLVD
BROOKSVILLE, FL 34013

MEMO 3 STORM SEWER TOPS, DEMO, FORM FOUR 30

⑈002678⑈ ⑆06310215240615006011053⑆

Ck # 2679 10/15 \$2,030.00

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

SUNTRUST
83-21831

2678
10/9/2020

PAY TO THE ORDER OF HERITAGE PINES COMMUNITY ASSOCIATION, INC. \$1,232.08

One Thousand Two Hundred Thirty-Two and 08/100 DOLLARS

HERITAGE PINES COMMUNITY ASSOCIATION, INC.
11824 SCENIC HILLS BLVD
HUDSON, FL 34667

MEMO 0620 RECLAIMED WATER

⑈002678⑈ ⑆06310215240615006011053⑆

Ck # 2678 10/16 \$1,232.08

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

SUNTRUST
83-21831

2681
10/9/2020

PAY TO THE 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 1000 MGMT FEE

⑈002681⑈ ⑆06310215240615006011053⑆

Ck # 2681 10/16 \$3,641.66



**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
THROUGH
OCTOBER 2020**

**Heritage Pines CDD
CHECK REGISTER
October 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	CBP	10/09/2020	WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE	101.000 · Suntrust Bank - Checking		-1,813.41
Bill	1306910 100720	09/30/2020		539.430 · Street Lighting	-1,423.06	1,423.06
Bill	2041547 100520	09/30/2020		539.430 · Street Lighting	-390.35	390.35
TOTAL					-1,813.41	1,813.41
Check	DD	10/28/2020	ARTHUR RHODES	101.000 · Suntrust Bank - Checking		-184.70
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	10/28/2020	NEIL E GOULETTE	101.000 · Suntrust Bank - Checking		-184.70
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	10/28/2020	MICHAEL V. WALSH	101.000 · Suntrust Bank - Checking		-184.70
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	10/28/2020	KATHLEEN LONERGAN	101.000 · Suntrust Bank - Checking		-184.70
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	DD	10/28/2020	CAROL VAUGHAN	101.000 · Suntrust Bank - Checking		-184.70
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Bill Pmt -Check	2678	10/09/2020	HERITAGE PINES COMMUNITY ASSOCIATION,INC	101.000 · Suntrust Bank - Checking		-1,232.08
Bill	093020	09/30/2020		539.431 · Irrigation of Pond Banks	-1,232.08	1,232.08
TOTAL					-1,232.08	1,232.08
Bill Pmt -Check	2679	10/09/2020	MARTUCCI CONCRETE PUMPING, LLC	101.000 · Suntrust Bank - Checking		-2,030.00
Bill	090920	09/14/2020		539.341 · Dry Retention Pond Refurbish	-2,030.00	2,030.00
TOTAL					-2,030.00	2,030.00
Bill Pmt -Check	2680	10/09/2020	STROUD ENGINEERING CONSULTANTS	101.000 · Suntrust Bank - Checking		-187.50

**Heritage Pines CDD
CHECK REGISTER
October 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	HPC1202-17-09	09/30/2020		519.320 · Engineering	-187.50	187.50
TOTAL					-187.50	187.50
Bill Pmt -Check	2681	10/09/2020	WRATHELL, HUNT & ASSOCIATES. LLC	101.000 · Suntrust Bank - Checking		-3,641.66
Bill	2019-1559	10/08/2020		512.311 · Management Fees	-2,704.16	2,704.16
				513.310 · Assessment Roll Preparation	-600.83	600.83
				519.411 · Telephone	-12.50	12.50
				519.440 · Rentals and Leases	-155.00	155.00
				519.470 · Printing and Binding	-85.83	85.83
				513.312 · Dissemination Agent	-83.34	83.34
TOTAL					-3,641.66	3,641.66

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
INVOICES**



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1306910** Cycle **04**
Meter Number
Customer Number 10183439
Customer Name HERITAGE PINES COM DEV

Bill Date **10/07/2020**
Amount Due **1,423.06**
Current Charges Due **10/27/2020**

District Office Serving You
Bayonet Point

See Reverse Side For More Information

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

ELECTRIC SERVICE							
From		To		Multiplier	Dem. Reading	KW Demand	kWh Used
Date	Reading	Date	Reading				

Comparative Usage Information		
Average kWh		
Period	Days	Per Day

BILLS ARE DUE WHEN RENDERED
A 1.5 percent, but not less than \$5, late charge will apply to unpaid balances as of 5:00 p.m. on the due date shown on this bill.



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

Previous Balance		1,423.06
Payment		1,423.06CR
Balance Forward	539.430 001	0.00
Light Energy Charge		183.40
Light Support Charge		126.86
Light Maintenance Charge		180.97
Light Fixture Charge		215.32
Light Fuel Adj 6,252 KWH @ 0.03050		190.68
Poles (QTY 103)		513.00
FL Gross Receipts Tax		12.83
Total Current Charges		1,423.06
Total Due	Please Pay	1,423.06

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	105 92	205 2	350 2	455 2	960 9
	150 4	305 7	360 3	910 94	



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please Detach and Return This Portion With Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 10/07/2020

Use above space for address change ONLY.

District: BP04

1306910 BP04
HERITAGE PINES COM DEV
2300 GLADES RD STE 410W
BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	10/27/2020
TOTAL CHARGES DUE	1,423.06
Total Charges Due After Due Date	1,444.41

000130691000014230600014444104



Account Number **2041547** Cycle **02**
 Meter Number
 Customer Number 10183439
 Customer Name **HERITAGE PINES COM DEV**

Bill Date **10/05/2020**
 Amount Due **390.35**
 Current Charges Due **10/23/2020**

District Office Serving You
 Bayonet Point

See Reverse Side For More Information

Service Address PUBLIC LIGHTING
 Service Classification Public Lighting

ELECTRIC SERVICE							
From Date	Reading	To Date	Reading	Multiplier	Dem. Reading	KW Demand	kWh Used

Comparative Usage Information		
Average kWh		
Period	Days	Per Day

BILLS ARE DUE WHEN RENDERED
 A 1.5 percent, but not less than \$5, late charge will apply to unpaid balances as of 5:00 p.m. on the due date shown on this bill.



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

Previous Balance		390.35
Payment		390.35CR
Balance Forward	539.430 001	0.00
Light Energy Charge		5.17
Light Support Charge		9.17
Light Maintenance Charge		120.63
Light Fixture Charge		148.78
Light Fuel Adj 471 KWH @ 0.03050		14.37
Poles (QTY 25)		91.50
FL Gross Receipts Tax		0.73
Total Current Charges		390.35
Total Due	Please Pay	390.35

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	205 4	210 21	910 4	935 21



Please Detach and Return This Portion With Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 10/05/2020

Use above space for address change ONLY.

District: BP02

2041547 BP02
 HERITAGE PINES COM DEV
 2300 GLADES RD STE 410W
 BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	10/23/2020
TOTAL CHARGES DUE	390.35
Total Charges Due After Due Date	396.21

000204154700003903500003962108



Country Club Community

11524 Scenic Hills Blvd.
Hudson, FL 34667
(727) 861-7784

Statement

Heritage Pines CDD 539.431
Wrathell, Hart & Hunt 001
2300 Glades Rd. Ste 410W
Boca Raton FL 33431

HPCCDD	Sep 30/20
MEMBER	DATE

AMOUNT Statement \$ 1,232.08

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

DATE	REF NO	DESCRIPTION	AMOUNT	SVC/GRAT	TAX	TOTAL
Sep 28/20	175601	Balance Forward				1,935.08
Sep 30/20		Personal- Check- On Account				-1,935.08
Sep 30/20		CLUB	2,651.15	0.00	0.00	2,651.15
Sep 30/20		CLUB	-1,419.07	0.00	0.00	-1,419.07
<p>Your Sept. 2020 Club Charges are due on Oct. 20, 2020. Reminders: Club Charges are due by the 20th of each month. HOA Fees & Village Fees are due on the 1st of each month. Thank You</p>						
			1,232.08	0.00	0.00	1,232.08

0.00	1,232.08	0.00	0.00	0.00	1,232.08
CREDIT BOOK	CURRENT BAL.	30 DAYS BAL.	60 DAYS BAL.	90 DAYS BAL.	AMOUNT DUE

HERITAGE PINES COMMUNITY ASSN

Please retain copies of all club charges throughout the month.
Copies of original signed receipts must be requested within 60 days.
DO NOT COMBINE Club Charges with HOA/Village Fees. (HOA Fees \$195 per month)



UTILITIES SERVICES BRANCH
 CUSTOMER INFORMATION &
 SERVICE DEPT.
 P.O. BOX 2139
 NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
 NEW PORT RICHEY (727) 847-8131
 DADE CITY (352) 521-4285
 utilics@serv@pascocountyfl.net
 Pay By Phone: 1-844-450-3704



2557 1
 10-2015

HERITAGE PINES COMMUNITY ASSOCIATION
 Service Address: 18801 GRAND CLUB DR
 Bill Number: 13958028
 Billing Date: 9/23/2020
 Billing Period: 8/10/2020 to 9/9/2020

Account #	Customer #
0010470	01016692
Please use the 15-digit number below when making a payment through your bank	
001047001016692	

New rates, charges, and fees take effect Oct. 1, 2020, contingent upon Board budget adoption. Please visit bit.ly/PCU-RatesFY21 for additional details.

Service	Meter #	Previous		Current		# of Days	Consumption In thousands
		Date	Read	Date	Read		
Reclaim	13349042	8/10/2020	509968	9/9/2020	522910	30	12942

Usage History

Transactions

Usage History		Transactions	
	Reclaimed		
September 2020	12942	Previous Bill	9,214.68
August 2020	27102	Payment 9/1/2020	-9,214.68
July 2020	37131	Balance Forward	0.00
June 2020	33387	Current Transactions	
May 2020	27860	Reclaimed	
April 2020	29015	Reclaimed	12,942 Thousand Gals X \$0.34 4,400.28
March 2020	17667	Total Current Transactions	4,400.28
February 2020	15978	TOTAL BALANCE DUE	\$4,400.28
January 2020	11886		
December 2019	31593		
October 2019	26531		
September 2019	20738		

8120-70-3168.20 7270
 GL# 8120-80-1232.08 0002870
 Price Approved \$ 4400.28
 Dept Mgr Approval: GW
 Date 9-28-2020
 GM Approval: _____
 Date: _____
 CR Approval: _____
 Date: _____



Please return this portion with payment.

TO PAY ONLINE, VISIT pascoeasy pay.pascocountyfl.net

Check this box if entering change of mailing address on back.

Account #	0010470
Customer #	01016692
Balance Forward	0.00
Current Transactions	4,400.28
Total Balance Due	\$4,400.28
Due Date	10/13/2020

10% late fee will be applied if paid after due date

HERITAGE PINES COMMUNITY ASSOCIATION
 11524 SCENIC HILLS BOULEVARD
 HUDSON FL 346675601

Round Up Donation to Charity	
Amount Enclosed	

Check this box to participate in Round-Up

PASCO COUNTY
 UTILITIES SERVICES BRANCH
 CUSTOMER INFORMATION & SERVICE DEPT.
 P.O. BOX 2139
 NEW PORT RICHEY, FL 34656-2139

010166927001047001395802880004400286

Martucci Concrete Pumping, LLC

10244 Tooke Lake Blvd. Brooksville, Florida 34613

PH.352-279-1338 Fax.352-596-2509

Lic# CBC1261307

Don't Dump It ! Pump It !

Date: 09/09/20

539.341
001

Billing Address:		
Company:	Heritage Pines CDD	
Name:	Gary	
Address:	11524 Scenic Hills Blvd.	
City / State / Zip	Hudson, Fl. 34667	

Job #	Description	Sq Ft	Yards	Rate	Amount
090920	3 Storm Sewer Tops, Demo, form, pour 3000 PSI w/fiber and # 5 rebar			Flat	2030.00
				Subtotal	2030.00
				Fuel SC	-----
				Total	\$2,030.00



dry retention pond refurbishment planting

Notes:	Thank you For Your Business!
Due Upon Receipt	



10503 Cyndee Ln.
Odessa, Florida 33556
813-760-1964

INVOICE #HPC1202-17-09

Date: October 4, 2020

519.320
001

INVOICE

TO:

Heritage Pines CDD
Attn: Chuck Adams
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

FOR:

Heritage Pines CDD
Work Task No. 17 - Misc. Engineering Services (FY 2020)
(Period of 8/1/20 through 9/30/20)

DESCRIPTION	% COMPLETE	FEE	AMOUNT
Task 1 – Project Engineering Services ** See Attached Hourly Breakdown	100.0	\$187.50	\$187.50
Total Completed to Date			\$187.50
Total Previously Invoiced			\$0.00
Total Due This Invoice (Net 30)			\$187.50

Kurt D. Heath, PE
Stroud Engineering Consultants, Inc.

INVOICE BREAKDOWN
 (Period of 8/1/20 through 9/30/20)

Task 1 - Miscellaneous Engineering Services

Labor Description	Date	Hours	Rate	Amount
General/Miscellaneous Tasks				
Prepared illustrations for NWRA #38 drainage structures in need of maintenance in order to assist with solicitation of proposal from Solitude	8/5	1.0	\$ 75.00	\$ 75.00
Attended CDD Board Meeting via telephone	9/8	1.5	\$ 75.00	\$ 112.50
Labor Total				\$ 187.50
Expenses Description				
Mileage (@ 0 site visits)				0
Mileage Rate			\$	0.575
Expenses Total				\$ -
Total Billing Period Cost for Task 1				\$ 187.50



Transmittal Letter

10503 Cyndee Ln.
 Odessa, Florida 33556
 Office/Cell: (813) 706-1964
 Kurt@StroudEngineering.com

October 4, 2020

To:
 Heritage Pines CDD
 Attn: Mr. Chuck Adams
 2300 Glades Road, Suite 410W
 Boca Raton, FL 33431

Attention: Mr. Chuck Adams
Re: Current Invoice (Heritage Pines CDD –
 Miscellaneous Engineering Services)
Job Number: HPC 12-02-17

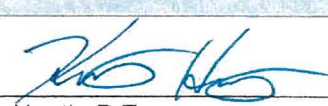
We are sending you			
<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Under Separate Cover the following:		
<input type="checkbox"/> Shop Drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Plans	<input type="checkbox"/> Other:
<input type="checkbox"/> Copy of Letter	<input type="checkbox"/> Change Order	<input type="checkbox"/> Samples	
<input type="checkbox"/> Report	<input type="checkbox"/> Reproducible	<input type="checkbox"/> Specification	

Copies	Date	Description
1	10-4-20	Consultant Invoice (Period of 8/1/20 to 9/30/20)

These are transmitted as checked below	
<input checked="" type="checkbox"/> For Approval	<input type="checkbox"/> For Review and Comment
<input type="checkbox"/> For Your Use	<input type="checkbox"/> For Your Information
<input type="checkbox"/> As Requested	<input type="checkbox"/> For Your File

Comments:
 Chuck,
 Attached is the current invoice for requested services through September 30, 2020, including the associated invoice breakdown. Let me know if you have any questions or need any additional information.

Copy to:
 File


 Kurt D. Heath, P.E.

Wrathell, Hunt & Associates, LLC

2300 Glades Rd.
Suite 410W
Boca Raton, FL 33431

Invoice

Date	Invoice #
10/1/2020	2019-1559

Bill To:
Heritage Pines CDD 2300 Glades Rd. Suite 410W Boca Raton, FL 33431

Description		Amount
Management	512.311	2,704.16
Assessment Services	513.310	600.83
Telephone	519.411	12.50
Rentals & Leases	519.440	155.00
Printing & Binding	519.470	85.83
Dissemination Agent	513.312	83.34
	001	
<i>Building client relationships one step at a time ...</i>		Total \$3,641.66

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

6

DRAFT

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

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The Heritage Pines Community Development District Board of Supervisors held a Regular Meeting in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667 on October 20, 2020 at 2:00 p.m., and at <https://us02web.zoom.us/j/87341530655> and 1-929-205-6099, Meeting ID 873 4153 0655 for both.

Present were:

Kathleen Lonergan	Chair
Neil Goulette	Vice Chair
Michael Walsh	Assistant Secretary
Arthur Rhodes	Assistant Secretary
Carol Vaughan	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Tim Gatz	Down to Earth Landscaping (DTE)
Herb Hurley	HPCA
Doris Goulette	Resident
Bonnie Walsh	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 2:01 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items [3 minutes per person]

No members of the public spoke.

THIRD ORDER OF BUSINESS

Continued Discussion: NWRA #38 Cleanout of Drainage Sumps and Removal of Dead Pines

40 Mr. Adams recalled that, at the last meeting, SOLitude Lake Management proposals to
 41 clean out Drainage Area 1, in a not-to exceed amount of \$2,000, and to remove eight dead pine
 42 trees in Drainage Area 1, in a not-to-exceed amount of \$2,720, were approved. SOLitude was
 43 unable to complete the work without employing subcontractors so the best price they could
 44 offer was \$2,600. In subsequent discussions, Staff decided it would be beneficial to wait until
 45 the winter for a better result and better pricing.

46

47 **FOURTH ORDER OF BUSINESS**

Discussion/Consideration: Pine Meadows Village, EDRA 18 Proposals

48

49

50 **A. Sunshine State Sprinkler Company Estimate 1369 – OPTION 1**

51 **B. Sunshine State Sprinkler Company Estimate 1370 – OPTION 2**

52 Ms. Lonergan presented the proposals. Option 1 was recommended.

53

54 **On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor,**
 55 **Sunshine State Sprinkler Company Estimate 1369, Option 1, in the amount of**
 56 **\$1,348.50, was approved.**

57

58

59 **FIFTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial Statements as of August 31, 2020

60

61

62 Mr. Adams presented the Unaudited Financial Statements as of August 31, 2020.
 63 Regarding accounting processes and timing related to billing following completion of work,
 64 checks mailed late in the month were not reflected in the financials. Mr. Adams stated he
 65 would email the financials for the previous month, which were not in the agenda package.

66

67 **On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the**
 68 **Unaudited Financial Statements as of August 31, 2020, were accepted.**

69

70

71 **SIXTH ORDER OF BUSINESS**

Approval of September 8, 2020 Public Hearing and Regular Meeting Minutes

72

73

74 Ms. Lonergan presented the September 8, 2020 Public Hearing and Regular Meeting
75 Minutes. The following changes were made:

76 Line 29: Insert “& Gene Andre” after “Marcia”

77 Line 30: Add “Tom Richards” and “Resident”

78 Line 31: Add “Scott LaPrade” and “Resident”

79 Line 93: Change “A21” to “EDRA 21” and change “Tom” to “Tim”

80 Line 96: Change “21” to “18”

81 Line 227: Change “Walsh” to “Rhodes”

82 • **To Do Action Items List**

83 Item 2 Update: Change “the property” to “the front property”

84 Item 3 Update: Change “15A” to “15A & 15B”

85 Item 4 Update: Remove “& EDRA #21” and “& A21”

86 Item 7 was completed.

87 Items 9 and 10: Combine to “NWRA #38 Drain Area 1 & 2 and dead pine removal.
88 SOLitude to inspect the subcontractor’s work before signing off on project. Mr. Heath to
89 observe SOLitude cleaning out Drain 1 and 2.”

90 Item 12: Correct meeting date to “February 16, 2021”

91

92 **On MOTION by Mr. Goulette and seconded by Mr. Rhodes with all in favor, the**
93 **September 8, 2020 Public Hearing and Regular Meeting Minutes, as amended,**
94 **were approved.**

95

96

97 **SEVENTH ORDER OF BUSINESS**

**Assignment of Duties/Board Member
98 Reports**

99

100 **A. Golf Course Surrounding Areas: *Supervisor Goulette (West), Supervisor Walsh (East)***

101 Mr. Goulette had nothing to report.

102 Mr. Walsh stated the pipes at Hole #18 and by the tee box still need to be cleaned out.

103 **B. Finance Matters and Negotiations: *Supervisor Rhodes***

104 Mr. Rhodes requested a year-end spreadsheet. Mr. Adams stated that bank statements
105 would be emailed to the Board for the off months.

106 **C. Mosquito Control, Front Property and Paleo Park: *Supervisor Vaughan***

107 Ms. Vaughan reported the following:

108 ➤ No mosquitoes were observed on the front property or in Paleo Park.

109 ➤ A proposal was received for a walkway in Paleo Park, from the fence line to the
110 sidewalk; a meeting would be scheduled to discuss and evaluate the proposal.

111

112 **EIGHTH ORDER OF BUSINESS**

Staff Reports

113

114 **A. District Counsel: *Straley Robin Vericker, P.A.***

115 There being no report, the next item followed.

116 **B. District Engineer: *Stroud Engineering Consultants***

117 Discussion ensued regarding the need for a new grate over the pipe by the 17th green.

118 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

- 119 • **NEXT MEETING DATE: December 1, 2020 at 2:00 P.M.**

- 120 ○ **QUORUM CHECK**

121 The next meeting would be held on December 1, 2020.

122

123 **NINTH ORDER OF BUSINESS**

**Audience Comments: Non-Agenda Items [3
minutes per person]**

124

125

126 No members of the public spoke.

127

128 **TENTH ORDER OF BUSINESS**

Supervisors' Requests

129

130 There were no Supervisors' requests.

131

132 **ELEVENTH ORDER OF BUSINESS**

Adjournment

133

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

135

<p>136 On MOTION by Mr. Walsh and seconded by Mr. Rhodes, with all in favor, the 137 meeting adjourned at 2:59 p.m.</p>
--

138
139
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143

Secretary/Assistant Secretary

Chair/Vice Chair

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	12.03.19	Per Mr. Rhodes, going forward, Mr. Adams to send copies of engagement letters and other CDD communications to all Supervisors.	ONGOING	
2	04.14.20	Mr. Gatz to look into renting a bush hog to maintain the retention areas that cannot be mowed easily. Revised 06.09.20 Look into renting a tractor instead of a bush hog. Revised 07.14.20 Bush hog approved, amount NTE \$2,400. Revised 09.08.20 to include maintaining fence line along the front property.	ONGOING	
3	06.09.20	Mr. Gatz to inspect and address plant beds and overgrowth at several east and west EDRA areas, before the mulch is applied. Revised 09.08.20 Pond 15A & 15B: inspect sparse plant bed.	ONGOING	
4	06.09.20	Mr. Gatz to inspect EDRA#18, the ability to tie into the fence line irrigation and verify source of irrigation for EDRA #21 Revised 09.08.20 Mr. Goulette to meet with Mr. Gatz re irrigating EDRA #18.	ONGOING	
5	07.14.20	SOLitude to send Monthly Reports for receipt during the first week of the following month.	ONGOING	
6	07.14.20	Mr. Gatz to address the issues at Paleo Park, of mowers running over retaining wall, bricks around the sign and rocks displaced around the sign, the need for significant mulching, more attention to the entrance, and trimming of the tree on the north side by the fence. Bricks to be replaced when displaced, areas edged and sprayed along the fence line and the pathway.	ONGOING	
7	09.08.20	Mr. Gatz to adjust irrigation at EDRA #7 and obtain proposal for sod, inspect condition of sandy soil at EDRA #15B on Hole #4, and inspect and clean pipes at Hole #18 and fairway, filled with heavy silt.	ONGOING	
8	09.08.20	NWRA #38 Drain Area 1 & 2 and dead pine removal. Project put off until winter/spring for better pricing and result. Mr. Heath to pursue proposal from Schaer.	ONGOING	
9	09.08.20	Mr. Heath to meet with Mr. Goulette to discuss installing a sign near the swale at pond #37A.	ONGOING	
10	09.08.20	Mr. Adams to schedule Workshop prior to the February 16, 2021 Regular meeting and present CDD Educational PowerPoint presentation.	ONGOING	

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

COMPLETED TO DO LIST ACTION ITEMS				
(To remain on Completed List for one year from date moved to Completed.)				
#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	10.08.19	Mr. Adams to coordinate SOLitude spaying the pond behind Mr. Wallner's residence.	COMPLETED	02.11.20
2	10.08.19	Mr. Adams to have the Federal Express charge coded incorrectly to the District corrected.	COMPLETED	02.11.20
3	10.08.19	Mr. Gatz to revise descriptions in Down to Earth invoices to clarify the maintenance tasks performed.	COMPLETED	02.11.20
4	10.08.19	Mr. Adams to confirm reason the Trustee fee exceeded budget and that the increase was standard for those professional services.	COMPLETED	02.11.20
5	10.08.19	Mr. Adams to confirm that all SunTrust checks to Withlacoochee River Electric Cooperative, Inc. cleared.	COMPLETED	02.11.20
6	10.08.19	Mr. Adams to send a copy of the Auditor engagement letter for Fiscal Year 2020 to the Board Member who requested it.	COMPLETED	02.11.20
7	10.08.19	Mr. Gatz to obtain proposals to reduce the size of the EDRA #40 sand bottom.	COMPLETED	02.11.20
8	10.08.19	Mr. Heath to review the Village's original design and modeling plans for inconsistencies and coordinate with a contractor to survey water elevations and inspect for obstructions.	COMPLETED	02.11.20
9	10.08.19	Mr. Gatz to inspect and facilitate repairs at EDRA #15A, EDRA #33, EDRA #38, EDRA #36 and ensure that the irrigation is corrected in the area between Holes #3 and #4.	COMPLETED	02.11.20
10	10.08.19	Per Ms. Vaughan, Mr. Gatz to ensure that the north pond at Paleo Park would be mulched and inspect a palm tree for dead fronds on the left hand side at Paleo Park.	COMPLETED	02.11.20
11	02.11.20	Mr. Gatz to look into forms not yet pulled for Hole #2, where a drain was repaired a few months ago.	COMPLETED	04.14.20
12	02.11.20	Regarding EDRA #33: As long as water levels remained unchanged, the area would be mowed and maintained; it was on Gary's to do list.	COMPLETED	04.14.20

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

COMPLETED TO DO LIST ACTION ITEMS				
(To remain on Completed List for one year from date moved to Completed.)				
13	02.11.20	Mr. Gatz to monitor Hole #14/EDRA#39, where the grass was overgrown and the vegetation was taking over a resident's lawn and have it mowed as much as possible, if it was dry.	COMPLETED	04.14.20
14	12.03.19	Ms. Vaughan and Mr. Gatz to confer with resident who installed downspouts aimed at Paleo Park to reach consensus on how to resolve the matter. 04.14.20 Mr. Gatz to construct concrete structure to take the 12"x12" drain line to #15A and add rocks to alleviate the problem.	ONGOING	06.09.20
15	02.11.20	Hole #5 to be inspected to determine if drains can be installed.	ONGOING	06.09.20
16	02.11.20	Mr. Adams to advise the District Engineer that the Board would consider hiring another District Engineer, if he can no longer to attend meetings.	ONGOING	06.09.20
17	02.11.20	Mr. Goulette to visit Mr. Velasquez's village to determine if additional streetlights are needed.	ONGOING	06.09.20
18	04.14.20	Mr. Heath to inspect Hole #3 and Hole #16 on the golf course and verify if the inlets could be raised to keep the fairway dry.	ONGOING	06.09.20
19	04.14.20	Mr. Gatz to email Mr. Adams a copy of the mulching proposal for \$15,500.	ONGOING	06.09.20
20	04.14.20	Mr. Gatz to devise a schedule for EDRA maintenance that consists of both weed-eating and mowing.	ONGOING	06.09.20
21	04.14.20	Mr. Gatz to have the cart signs removed from the lower fairway.	ONGOING	06.09.20
22	04.14.20	Mr. Gatz would check for termites in Hole #4 and update the Board at the next meeting.	ONGOING	06.09.20
23	02.11.20	If mulch was in the landscape contract, Mr. Gatz to obtain pricing and present it the next meeting. Revised 06.09.20 Mulch to be applied tentatively in June.	ONGOING	07.14.20
24	02.11.20	Revisit potential meeting times when approving the Fiscal Year 2021 Annual Schedule.	ONGOING	07.14.20
25	02.11.20	Update Unaudited Financial Statements to move the \$8,413 amount from the "Dry retention pond refurbishment/planting" line item to "Retention pond mowing/weed control."	ONGOING	07.14.20
26	06.09.20	Mr. Gatz to coordinate re-sodding the eroded sloped area at Paleo Park.	ONGOING	07.14.20

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

COMPLETED TO DO LIST ACTION ITEMS				
(To remain on Completed List for one year from date moved to Completed.)				
27	06.09.20	Mr. Adams to prepare spreadsheet numbering the CDD lakes and distribute to Board with the monthly reports. The spreadsheet would be included as an exhibit the renewed contract. He would notify SOLitude of the dates not to schedule services near the golf course.	ONGOING	07.14.20
28	06.09.20	Mr. Adams to send the email regarding DTE invoices for mowing and weed control to the Board and the April invoice once he receives and reconciles it.	ONGOING	07.14.20
29	06.09.20	Mr. Goulette and Mr. Gatz to inspect the condition of EDRA #2A. Mr. Gatz to re-grade and re-sod area	ONGOING	07.14.20
30	06.09.20	Mr. Gatz to remove tree at EDRA #43A, behind Hole 12. Revised 07.14.20: Item removed.	ONGOING	07.14.20
31	06.09.20	Mr. Adams to send hard copies of the last two agenda packages to the Board.	ONGOING	07.14.20
32	02.11.20	Golf Course: Several areas should be inspected before the rainy season commences.	ONGOING	X Completed subsequent to 07.14.20 mtg
33	02.11.20	A light pole at the end of Scenic Hills Boulevard with a tiny lantern to be inspected and the power company to be asked for it to be changed. Revised 06.09.20 Mr. Goulette to contact the power company next week. Revised 07.14.20 Mr. Goulette stated this light pole was the HOA's responsibility.	ONGOING	X Completed subsequent to 07.14.20 mtg
34	04.14.20	Mr. Adams to email a copy of the Management's written procedures to Mr. Rhodes.	ONGOING	X Completed subsequent to 07.14.20 mtg
35	06.09.20	Mr. Adams to obtain proposal from SOLitude to cut back overgrowth at EDRA #43A behind Hole #12 and present at the next meeting. Revised 07.14.20: Proposals approved, work pending.	ONGOING	X Completed subsequent to 07.14.20 mtg
36	07.14.20	Update Unaudited Financial Statements to move the \$5,419 amount from the "Dry retention pond refurbishment/planting" line item to "Retention pond mowing/weed control.	ONGOING	X Completed subsequent to 07.14.20 mtg

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

COMPLETED TO DO LIST ACTION ITEMS				
(To remain on Completed List for one year from date moved to Completed.)				
37	07.14.20	Update Unaudited Financial Statements to move the March \$5,419 amount from the “Dry retention pond refurbishment/planting” line item to “Retention pond mowing/weed control.	COMPLETED	X Completed subsequent to 07.14.20 mtg
39	07.14.20	Follow up with resident on EDRA #51A complaining of mosquitoes, no flow of water, alligators, insects, overflow, and a smell of debris.	COMPLETED	09.08.20
40	07.14.20	Follow up with resident on holes filled at the #7 bunker and an estimate requested for sod on 2A.	COMPLETED	09.08.20
41	09.08.20	Mr. Adams to address various items related to the Unaudited Financial Statements.	ONGOING	10.20.20

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

8C

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE		
LOCATION		
<i>Heritage Pines Country Club Meeting Room, 11524 Scenic Hill Boulevard, Hudson, Florida 34667</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 20, 2020	Regular Meeting (in-person and virtual)	2:00 PM
Join Zoom Meeting https://us02web.zoom.us/j/87341530655 Meeting ID: 873 4153 0655 Dial by your location 1-929-205-6099 Meeting ID: 873 4153 0655		
December 1, 2020	Regular Meeting	2:00 PM
February 16, 2021	Workshop (CDD Educational)	12:00 PM
February 16, 2021	Regular Meeting	2:00 PM
April 20, 2021	Regular Meeting	2:00 PM
June 29, 2021	Regular Meeting	2:00 PM
July 20, 2021	Public Hearing & Regular Meeting	2:00 PM
September 21, 2021	Regular Meeting	2:00 PM

In the event that the COVID-19 public health emergency prevents the meetings from occurring in-person, the District may conduct the meetings by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, 20-150, 20-179 and 20-193 issued by Governor, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes.