

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

The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on October 8, 2019 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:**

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
Herb Hurley	General Manager
Tim Gatz	Golf Superintendent
Ludwig Wallner	Resident
Doris Goulette	Resident
Bonnie Walsh	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 2:00 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items [3 minutes per person]**

Mr. Ludwig Wallner, a resident, asked for the "islands" to be sprayed to rid them of the invasive cat tails and other vegetation and for the lily pads taking over the pond to be addressed. He was concerned about the integrity of the retention seawall, due to the amount of vegetation growing out of it, and asked that SOLitude Lake Management (SOLitude) be allowed to spray it; and, although it was not a CDD issue, he asked that it be cleaned, as it was covered in mold and dirt.

**THIRD ORDER OF BUSINESS**

**Consideration of Proposals to Reduce the Size of the EDRA #40 Sand Bottom**

Mr. Gatz stated that, to reduce the size of the EDRA #40 sand bottom, approximately 3,600 sq ft of sod was needed to split it into two sections and have native grass beds on one side and the sand bottom on the other. This would help reduce the amount of labor required to maintain the area. The consensus was for Mr. Gatz to determine if the best possible solution would be to fill the back side, similar to what was done at EDRA #1, or split it in half. The findings and costs would be presented at the next meeting. This would remain on the agenda.

- **Designating a Registered Agent and Registered Office of the District; and Providing for an Effective Date**

This item was an addition to the agenda.

Mr. Adams distributed and presented Resolution 2020-01.

**On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, Resolution 2020-01, Designating Ms. Kristen Schalter, with the firm of Straley Robin Vericker, as Registered Agent, and 1510 W. Cleveland Street, Tampa, Florida 33606, as the Registered Office of the District; and Providing for an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2019**

Mr. Adams presented the Unaudited Financial Statements as of August 31, 2019. As some line items exceeded budget, a Fiscal Year 2019 budget amendment would be presented at the December meeting to avoid a finding in the audit. The Federal Express charge coded incorrectly to the District would be corrected.

Mr. Rhodes believed the Down to Earth (DTE) invoice hours did not match the backup materials. Mr. Adams stated that the prices and hours were correct but it was probably coded under a different category. Mr. Gatz stated, going forward, he would revise the descriptions to better match the maintenance tasks performed.

Mr. Adams stated Addendum #1 to the DTE contract was provided. It set the benchmark for hourly rates and positions; DTE can change the rates but it must first be presented. Mr. Adams responded to questions regarding why the Trustee fee exceeded budget

services, when the SOLitude new lake management fee started, whether all SunTrust checks to Withlacoochee River Electric Cooperative, Inc. (WREC) cleared. A Board Member requested a copy of the Auditor engagement letter for Fiscal Year 2020. The financials were accepted.

**FIFTH ORDER OF BUSINESS**

**Approval of September 10, 2019 Public Hearing and Regular Meeting Minutes**

Ms. Lonergan presented the September 10, 2019 Public Hearing and Regular Meeting Minutes. The following changes were made:

Line 23: Delete line

Line 26: Change "Paula" to "Carla"

Lines 22: Delete "Non-"

Line 50: Delete "non-"

Line 27: Insert "Gary Farley" and "Resident"

Line 53: Change "Pamela Warren" to "Carol Vaughan"

Line 79: Change "Mr." to "Ms."

Line 259: Insert "Mr. Ansley stated" before "Mr. Gatz" and change "stated" to "with"

Line 303: Change "District" to "Association"

Line 233: Change "would" to "will be"

**On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the September 10, 2019 Public Hearing and Regular Meeting Minutes, as amended, were approved.**

**SIXTH ORDER OF BUSINESS**

**Assignment of Duties/Board Member Reports**

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

Mr. Goulette reported the following:

- EDRA #44A at Hole #1: Unsafe for golfers; 6" to 10" holes were left after shrub removal and sod installation.
- Hole #2: Cement repairs on the drain were still not completed.
- Between Holes #3 and #4: Remove remaining vegetation near where the palm tree was removed.

➤ Hole #5: The stakes on the left side of fairway, before the pond, need to be removed so the area can be mowed.

Mr. Gatz stated a grass trimmer is used to maintain the area instead of a mower.

➤ EDRA #1 at Hole #6: Weeding, instead of spraying, was recommended, as the grass 1' from the structure was now dead; the dead plants towards the villas should be removed.

➤ EDRA #2A at Hole #7: Raise sandbottom.

Mr. Gatz confirmed all accessible sand bottom bunkers are raked weekly.

➤ Hole #8: Remove the tall weeds.

Mr. Walsh reported the following:

➤ EDRA #36: There was brown sod in one of the areas where three beds were removed.

Mr. Gatz stated the sprinkler head would be adjusted.

➤ EDRA #45 at Hole #1: One sprinkler head needed to be adjusted.

➤ Hole #11: The recently installed sod looked good.

Mr. Goulette stated that scheduling the surveyor was put on hold until October, when the water is out, as they wanted to include the pond bottoms in that area to ensure they are correct. The water levels at EDRA #51A, #51B, #47 and #E38 would be the same level.

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

A Board Member asked about changing the meeting dates in order to receive updated financial reports and year-end closing data earlier than at the December meeting. Mr. Adams stated it would be difficult to change the date, as he already has other District meetings scheduled.

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

Ms. Vaughn toured the community with Ms. Deb Tribbey, and reported the following:

➤ The path around Paleo Park needed to be mulched.

Ms. Tribbey recommended installing a 3'-wide area of mulch underneath the fence to prevent weeds and vines from growing and asked for the park to be placed on a twice per year maintenance schedule.

➤ Installation of riprap rocks on the north side of the park to prevent washouts was recommended, as the plans were to install a concrete slab and bench.

### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

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

There being no report, the next item followed.

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

- **Update: Drainage Review and Report**

There being no report, the next item followed.

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

- **NEXT MEETING DATE: December 3, 2019 at 2:00 P.M.**

The next meeting would be held December 3, 2019 at 2:00 p.m.

- **QUORUM CHECK**

This item was not addressed.

**EIGHTH ORDER OF BUSINESS**

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

Ms. Lonergan stated she would present the invoice to reimburse Ms. Nelson for cost of the tree the District was planting in her husband’s honor, at the next meeting.

Mr. Walsh asked if the CDD was able to perform maintenance on the wall near Rolling Hills Loop or EDRA #33.

**NINTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Goulette thanked Mr. Gatz for having the water lily side in EDRA #33 removed.

Mr. Gatz asked where the Conservation area signs needed to be installed. Mr. Adams stated the signs should be installed where each stake is removed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the meeting adjourned at 2:51 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair