

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

The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on December 3, 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
Tim Gatz	Golf Superintendent
Deb Tribbey	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 2:02 p.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

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

Mr. Gatz reported the following and took questions:

- At a meeting with Mr. Goulette and Mr. Walsh, it was decided that 11,000 square feet (sf) of the EDRA #40 sand bottom could be eliminated; the area would be sodded.
- Additional irrigation must be added underneath to support the new sod.
- A \$9,000 proposal was obtained to eliminate 11,000 sf of the EDRA #40 sand bottom and install additional irrigation.

Mr. Walsh recommended completing a little bit at a time to try to minimize the amount of labor needed and balance that against the esthetics. Mr. Rhodes asked for a cost estimate to remove the native grass beds and replace them with sod.

On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the proposal to reduce the EDRA #40 sand bottom by 11,000 square feet and install additional irrigation, in the amount of \$9,000, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-02, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019

Ms. Lonergan presented Resolution 2020-02 and read the title. Mr. Adams stated, in an effort to avoid a finding in the upcoming audit, it was necessary to amend the Fiscal Year 2019 annual budget because funds were expended that were not anticipated or budgeted, including \$45,000 for dry retention and pond refurbishment planting and conservation area cleanup and \$65,581 for the lawn mower. An amendment was needed because the appropriations were not as the Board previously adopted.

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, Resolution 2020-02, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2019

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2019. Billing requests, accounts receivable and the invoice payment process, were discussed.

On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the Unaudited Financial Statements as of October 31, 2019, were accepted.

SIXTH ORDER OF BUSINESS

Approval of October 8, 2019 Regular Meeting Minutes

Ms. Lonergan presented the October 8, 2019 Regular Meeting Minutes. The following changes were made:

Line 116: Change "sandbox" to "sand bottom"

Lines 124 and 125: Delete both sentences

Line 127: Change "boxes" to "bottoms"

Line 128: Insert "#51A," after "EDRA"

Mr. Goulette questioned discrepancies in the statement of revenues and expenditures. Mr. Adams stated that the check detail never matches the spreadsheet; the check detail covers the previous months and the accruals date back to September 30th and do not match up to the October 31st statements. Discussion ensued regarding modified accruals, assessments, the recently-adopted budget amendment and taxing authorities. Mr. Adams would obtain the September bank statements to show Board Members the deposits.

Line 147: Insert "rocks" after "riprap"

Line 160: Change "Rhodes" to "Walsh"

Line 165: Change "Walsh" to "Goulette"

On MOTION by Mr. Goulette and seconded by Ms. Vaughan, with all in favor, the October 8, 2019 Regular Meeting Minutes, as amended, were approved.

• **To Do List of Action Items**

This item was acknowledged but not reviewed.

SEVENTH 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:

➤ All items mentioned at the last meeting could be carried over; Hole #6 was being corrected.

Mr. Gatz stated Hole #6 was maintained over the last few weeks and looks a lot better.

➤ Maintenance work on Hole #8 was completed.

- EDRA #15A has a deep gorge erosion in a bed near the fence line at Paleo Park.

Mr. Gatz would inspect and facilitate erosion repairs at EDRA #15A.

Mr. Walsh stated downspouts aimed at Paleo Park were installed by a resident and asked if the water could be diverted towards the EDRA #15A retention area. The downspouts, the homeowner, installing riprap rocks or native grasses for stabilization, installation cost for corrugated tubes to direct water towards a retention area, etc., were discussed. Ms. Lonergan and Mr. Walsh would work with the resident to reach a consensus on how best to resolve the matter.

Mr. Walsh reported the following:

- There is a large patch of bare sand between Holes #3 and #4 on the side of the cart path; the vegetation might have been removed by a mower, as evidenced by tire tracks.

Mr. Gatz would investigate and make sure that the irrigation is corrected.

- EDRA #33, cutting back around the wetland to maintain the wall: Per Mr. Gatz, there is an access point at the northeast corner and he would coordinate with the homeowner to gain access to trim the vegetation and maintain the wall.

Mr. Gatz would maintain the wall near EDRA #38 and facilitate cleaning the pipe near EDRA #36.

B. Finance Matters and Negotiations: *Supervisor Rhodes*

Mr. Rhodes asked for all Supervisors to receive copies of communications, such as engagement letters. Mr. Adams stated, going forward, all Supervisors would be copied but they should not “reply to all”, if they reply to the email, as it could create a Sunshine Law violation.

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

Ms. Vaughn stated that there were no mosquito complaints. Ms. Lonergan shared that she emailed Mosquito Control after getting a mosquito bite while playing tennis. The tennis courts and area around her home were sprayed. In response to Ms. Vaughan’s requests, Mr. Gatz stated that the north pond at Paleo Park would be mulched next week and he would inspect a palm tree on the left side to determine if the dead fronds could be removed.

Ms. Lonergan read a “Thank-you” note addressed to the CDD members, as follows:

“Thank you so much for honoring Jack’s memory by purchasing a tree in his name. He loved this community and took great pride in being a part of the CDD. I have chosen a black

diamond crape myrtle and will be able to see it each day from my window. My family and I appreciate this thoughtful and generous gift. Sincerely, Carolyn Nelson”

EIGHTH 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**

There being no report and no drainage update, the next item followed.

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

Mr. Adams stated that, in reviewing the September bank statements, the District received \$61,500, which was subsequently deposited; \$38,000 was placed in the General Fund and the difference into the Debt Service Fund.

• **NEXT MEETING DATE: February 11, 2020 at 2:00 P.M.**

○ **QUORUM CHECK**

NINTH ORDER OF BUSINESS

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

Ms. Tribbey, a resident, expressed her concern that 11,000 sf of the EDRA #40 sand bottom would be converted back to sod, which seemed to her as though the CDD was going backwards by doing so. Discussion ensued regarding maintenance costs and issues, muhly grass, irrigation, turf bottom versus sand bottom and aesthetics.

TENTH ORDER OF BUSINESS

Supervisors’ Requests

There being no Supervisor’s requests, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Goulette and seconded by Mr. Rhodes, with all in favor, the meeting adjourned at 3:05 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair