

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

The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on April 19, 2022 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667.

Present were:

Kathleen Lonergan	Chair
Arthur Rhodes	Vice Chair
Carol Vaughan	Assistant Secretary
Janice Benedetti	Assistant Secretary
Michael Walsh	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Kurt Heath	District Engineer
Herb Hurley	HPCA General Manager
Tim Gatz	Down to Earth Landscaping (DTE)

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.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Public Comments: Agenda Items [3 minutes per person]

There were no public comments.

FOURTH ORDER OF BUSINESS

Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2021, Prepared by Carr, Riggs & Ingram, LLC

The Auditor will be invited to present the audit at the next meeting.

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021

This item was deferred to the next meeting.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Lonergan presented Resolution 2022-03. Mr. Adams review the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reason for any changes. He noted the following:

- Unassigned fund balance was used to offset increases and keep assessments about the same as last year.
- The Down to Earth (DTE) labor rate increase was incorporated, as the contract negotiations were completed and the Addendum to the contact was executed.
- The DTE rate increase was retroactive to January 1, 2022; DTE was asked to correct and resubmit the January and February invoices using the old rate.
- A copy of the final DT E Addendum to the contract will be provided to Baord Members.

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, Resolution 2022-03, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 19, 2022 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Stroud Engineering Consultants Proposal for Stormwater Management Needs Analysis

Mr. Adams distributed and presented a proposal from MCH Engineering Inc. (MCH) to prepare the 20-Year Stormwater Management Needs Analysis Report. MCH will work under Stroud Engineering Consultants' contract. He discussed the newly passed legislation that requires all CDDs to submit this Report, which is due by June 30, 2022.

On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the MCH Engineering, Inc., proposal to prepare and submit the 20-Year Stormwater Management Needs Analysis Report, was approved.

In response to a question about the roads, Mr. Adams stated that the CDD does not own the roads but it is responsible for drainage of curb and valley gutters and inlet repairs.

EIGHTH ORDER OF BUSINESS

Update: Drainage Issues

This item will be removed from future agendas.

Ms. Lonergan asked if the pipe inspection was still scheduled for today. Mr. Walsh stated he has photographs of areas that need special attention. He will present it later in the meeting.

NINTH ORDER OF BUSINESS

Continued Discussion: General Election Process

Mr. Adams stated that Seats 4 and 5, currently held by Supervisors Lonergan and Vaughan, respectively, will be up for election in the November 2022 General Election. Candidates must apply with the Supervisor of Elections office during the candidate qualifying period, commencing at noon on June 13, 2022 and closing at noon on June 17, 2022.

TENTH ORDER OF BUSINESS

Update: Status of Contract Negotiations with Down To Earth

This item was presented during the Sixth Order of Business. It was noted that the HOA started contract negotiations with DTE, although one year is remaining on the five-year contract.

ELEVENTH ORDER OF BUSINESS

Discussion: Result of Pipe Inspection Performed on March 16, 2022

Ms. Lonergan stated the pipe inspection discussion was postponed several times but it is scheduled for today and will be discussed after the meeting.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2022

Mr. Adams presented the Unaudited Financial Statements as of February 28, 2022. The DTE and equipment rental invoices were caught up, submitted to Accounting and should be reflected correctly in the next Statements.

On MOTION by Mr. Rhodes and seconded by Ms. Benedetti, with all in favor, the Unaudited Financial Statements as of February 28, 2022, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of February 15, 2022 Regular Meeting Minutes

Ms. Lonergan presented the February 15, 2022 Regular Meeting Minutes. The following changes were made:

Line 47: Change "Greenwich" to "Brazilian pepper"

Line 137: Change "22" to "21"

Regarding Line 137, Ms. Lonergan and Mr. Gatz went to Ms. Oakley's home after the last meeting and inspected EDRA #21. Mr. Gatz will submit a proposal to install sod there and at the same time as Pond 58.

On MOTION by Ms. Vaughan and seconded by Mr. Walsh, with all in favor, the February 15, 2022 Regular Meeting Minutes, as amended, were approved.

- **To Do Action Items List**

Items 9, 13, 15, 16, 17 and 18 were completed.

The following were updates or changes to the Action Items List:

Item 15: Change “in October” to “March 1, 2022”

Discussion ensued about DTE cleaning up overgrown vegetation in various NWRA areas.

Items 13 and 16: Change “NWRA 38” to “NWRA 33”. Mr. Gatz to inspect the integrity of the wall at NWRA 33 and remove vegetation.

Item 18: Mr. Gatz will continually monitor for Brazilian Pepper Trees and poison ivy.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

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

B. District Engineer: *Stroud Engineering Consultants*

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: June 21, 2022 at 2:00 P.M.**

- **QUORUM CHECK**

The next meeting would be held on June 21, 2022.

FIFTEENTH ORDER OF BUSINESS

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

There were no audience comments.

SIXTEENTH ORDER OF BUSINESS

Supervisors’ Requests

The SOLitude Heritage Pines County Club Enhanced Waterbody Assessment Report was distributed. In response to the Oakley’s question of whether there is something to be done, it was noted that SOLitude takes care of the lakes and should be contacted. Mr. Adams would email the Report to the person who requested it.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Benedetti and seconded by Ms. Vaughan, with all in favor, the meeting adjourned at 2:38 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair