

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

The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on June 21, 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
Alan Jowers (via telephone)	Carr, Riggs & Ingram, LLC
Kurt Heath	District Engineer
Tim Gatz	Down to Earth Landscaping (DTE)
Ann Bugle	Resident
Roy Olski	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

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

Consideration of SOLitude Lake Management Addendum to Current Contract

Mr. Adams presented the SOLitude Lake Management Addendum letter requesting a 7% increase to the current contract, due to rising fuel and materials costs. The increase equates to slightly over \$1,000 per year.

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, the SOLitude Lake Management, LLC Addendum, with a 7% increase to the Contract, was approved.

FIFTH ORDER OF BUSINESS

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

Mr. Jowers presented the Audited Financial Statements for the Fiscal Year Ended September 30, 2021. He highlighted newly passed legislation from the 2021 Legislative Session. There were no findings, irregularities or instances of noncompliance, it was a clean audit.

A Board Member asked Mr. Jowers if he anticipated any regulatory changes for Fiscal Year 2023. Mr. Jowers knew only of a new accounting standard for leases, which, if passed, will require adding language to the audit; it will only be applicable to the CDD if it leases equipment.

SIXTH ORDER OF BUSINESS

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

Mr. Adams presented Resolution 2022-02.

On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, Resolution 2022-02, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021, as presented, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Lonergan presented Resolution 2022-04. The following change was made to the Fiscal Year 2023 Meeting Schedule:

DATE: Change "December 20" to "December 7"

On MOTION by Mr. Walsh and seconded by Ms. Benedetti, with all in favor, Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Update: Status of Contract Negotiations with Down To Earth

Mr. Adams gave the following update:

- Contract negotiations with DTE were finalized and resulted in the CDD and DTE splitting the proposed hourly rates.
- The finalized DTE contract addendum was emailed to the Board. He would verify whether the contract effective date was January 1, 2022.

In response to questions about the HPCA’s DTE contract, Mr. Adams stated it will affect the CDD if the HPCA does not finalize the DTE contract and, upon giving 60-days’ notice, the CDD can renegotiate with other vendors if the HPCA does not finalize the contract.

It was noted that the HPCA contract expires April 30, 2023, while the CDD’s contract is continuing, and includes a termination clause that either party can implement by sending a 60-day notice.

NINTH ORDER OF BUSINESS

Discussion: Maintenance of Paleo Park

The Board Members discussed their personal and homeowners’ comments about overgrown vegetation, weeds, moss and the preserve area needing attention. Ms. Vaughan

gave an overview of the CDD’s maintenance responsibilities at Paleo Park, which include the following:

- Mulch installation.
- Raking leaves.
- Taking care of the water and the sinkhole. (Per Mr. Gatz: SOLitude does this.)
- Removal of dead branches and debris.
- Mowing of certain small areas.
- Spraying weeds.

Mr. Gatz was asked to have the tree in the middle of the path removed.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2022

Mr. Adam presented the Unaudited Financial Statements as of April 30, 2022.

A Board Member commented on the April checks information he received from the Accounting Department. Mr. Adams apologized and stated that he emailed the April checks to the Board Member yesterday, as they were not on the system when he asked for them. Discussion ensued regarding DTE and the HPCA submitting bills monthly and Truist, formerly SunTrust Bank, excluding backup documentation. Mr. Adams stated he would email the Reconciliation Report to the Board monthly.

Mr. Gatz was asked if he prepared landscape refurbishing plans to keep the facility current. Board Members expressed concerns about expending funds solely for the purpose of depleting the budget. It was noted that the hedges at the “snake pit” lake, erosion and slope hazards at the two islands need attention. Mr. Gatz would inspect the area to determine the best course of action; he typically prefers laying sod as it requires less manpower.

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, the Unaudited Financial Statements as of April 30, 2022, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of April 19, 2022 Regular Meeting Minutes

Ms. Lonergan presented the April 19, 2022 Regular Meeting Minutes. The following changes were made:

Line 72: Insert "DTE Addendum to the" after "final" and change "Mr. Hurley" to "Board Members"

Regarding Lines 70 and 72, Mr. Adams stated that the DTE rate increase was retroactive on January 1, 2022, not March 1, 2022, as originally stated in the meeting; the final DTE Addendum to the contract was emailed to the Board.

Mr. Adams confirmed that the CDD's 20-Year Stormwater Management Needs Analysis Report was transmitted to the County this morning, ahead of the June 30, 2022 due date.

Line 102: Change "Hurley" to "Walsh"

Line 110: Change "Vaughn" to "Vaughan"

Line 124: Insert "discussion" after "inspection"

Line 125: Change "in" to "after"

Line 145: Change "Oakly's" to "Oakley's"

Line 146: Insert "the same time as" after "at"

Line 147: Change "15A" to "58"

Regarding Line 146: Mr. Gatz stated that the project at EDRA #21 was completed.

Line 180: Change "the Oakley's" to "a Supervisor's"

On MOTION by Ms. Vaughan and seconded by Ms. Benedetti, with all in favor, the April 19, 2022 Regular Meeting Minutes, as amended, were approved.

- **To Do Action Items List**

The descriptions in Action Items 6, 11, 12 and 15 were updated accordingly.

Item 11: It was noted after inspection that most of the issues need DTE cleanup services rather than engineering services and the sediment behind Hole #18, which is EDRA #47, and the driving range was removed and filled with water. A new ongoing action item was added to the list.

Photographs of EDRA #28 taken today were distributed; landscape refurbishment is necessary. The area and the possibility of irrigating it was discussed. Mr. Gatz will submit a proposal for irrigation and sod on the slope.

Mr. Gatz mentioned a homeowner email about lily pads on the big lake. Mr. Adams stated the first treatment of the two-treatment process occurred last week and the second treatment is scheduled for next week. At the Board's request, Mr. Gatz will schedule EDRA #33 treatments for the same time as EDRA #38, which will be in October, and also increase treatments to three times a year, in March, June and October.

Mr. Gatz explained Solitude's green algae treatment in the irrigation lake by Hole #5; he will continue monitoring it as it is difficult to control.

Discussion ensued regarding what causes a fish kill and the type of algae in the lake.

Ms. Lonergan stated that Counsel for Pine Crest Village (PCV) sent a letter requesting removal of leaning, hazardous trees. She asked Mr. Adams to find out the specific information, as she and Mr. Gatz inspected the area but did not find any issues. Mr. Adams stated he is waiting on specific documentation from Counsel for PCV.

The area and fire concerns were discussed and the Board designated Mr. Adams as the point of contact with Counsel for PCV and directed him to engage the HPCA's Arborist to survey the trees and implement an annual Firewise monitoring program in the undeveloped property, commencing in February 2023.

Items 11, 13 and 14 were completed.

TWELFTH ORDER OF BUSINESS

Staff Reports

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

There was no report.

B. District Engineer: *Stroud Engineering Consultants*

Mr. Heath reported that the pipe inspection was completed last week; the vendor is on site inspecting them and will submit a proposal to repair the damaged storm elements.

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

Mr. Adams conveyed his conversation with Counsel for the HPCA regarding the HPCA's interest in acquiring two CDD properties and his request for Counsel to provide further details

and the suggestion to consider the option of entering into a Land Lease Agreement to develop the properties.

Discussion ensued regarding property values and leasing affecting the CDD’s property tax-exempt status. This item will be included on the July agenda.

- I. **1,995 Registered Voters in District as of April 15, 2022**
- II. **NEXT MEETING DATE: July 19, 2022 at 2:00 P.M.**
 - **QUORUM CHECK**

The next meeting would be held on July 19, 2022.

THIRTEENTH ORDER OF BUSINESS

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

Resident Pam Dugle provided photographs of a broken storm grate on Wheatfield Loop that is puncturing tires. Mr. Heath will give the photograph to the on-site vendor to ensure it is included in their proposal.

Resident Roy Dolski asked the Board to consider lowering assessments, given the amount of surplus funds in reserve. It was noted that assessments decreased over the past two years and the financial reports are posted on the CDD’s website. Mr. Adams gave an overview of the assigned and unassigned fund balances, which are in line based on the age of the community.

Mr. Dolski asked about the plans for the 32 open wells. It was noted that some were kept open and not capped and the villages are responsible for them, not the CDD.

FOURTEENTH ORDER OF BUSINESS

Supervisors’ Requests

There were no Supervisors’ requests.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Benedetti and seconded by Mr. Walsh, with all in favor, the meeting adjourned at 3:12 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair