

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

The Board of Supervisors of the Heritage Pines Community Development District held a Regular Meeting on February 21, 2023 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
Tim Gatz	Down to Earth Landscaping (DTE)
Herb Hurley	Heritage Pines Community Association
Bob Napolitano	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 Resolution 2023-02,
Designating a Registered Agent and
Registered Office of the District, and
Providing for an Effective Date**

Ms. Lonergan presented Resolution 2023-02.

Mr. Adams stated Resolution 2023-02 designates Craig Wrathell as the new Registered Agent and Wrathell, Hunt and Associates as the new Registered Office of the District.

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, Resolution 2023-02, Designating Wrathell Hunt and Associates as the Registered Agent and 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Registered Office of the District, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Landscape Maintenance
Agreement with Heritage Pines
Community Association, Inc.**

Ms. Lonergan presented the Landscape Maintenance Agreement with Heritage Pines Community Association, Inc., and stated she asked Mr. Adams to have District Counsel review the Agreement but was informed that she had left the firm.

Mr. Adams will arrange for another attorney from the same firm to review the agreement.

Mr. Rhodes voiced his opinion that it is appropriate to examine the status of the current contract between the CDD and the Heritage Pines Community Association (HPCA). Communication has been excellent and the working relationship is very flexible and responsive. The activities and actions are results-oriented and Mr. Gatz has been very helpful working with the staff and the Admin Supervisor.

The Board reviewed and discussed the HPCA proposal, including properly executed addendums, lack of performance detail, why equipment maintenance and repair and pipe cleanouts were removed from the contract and staffing

Regarding why there was a significant price increase from Fiscal Year 2020 to Fiscal Year 2022 to accomplish the same work, Mr. Hurley explained that the increases are due to increases for fertilizer, staffing, District Engineer’s labor, irrigation tech, mechanic’s labor, etc., which are all built into the budget. He believes that the HPCA and CDD are paying double for landscaping and, in his opinion, DTE is overcharging the CDD for those services.

Discussion ensued regarding DTE’s rates, LMP, if it would be more economical to bring landscaping in house, if the HPCA will charge the CDD to use its specialty golf course grass equipment, how much HPCA will charge for equipment maintenance, whether the HPCA will charge extra to maintain Paleo Park, whether items such as staffing and pipe cleanouts can be negotiated and if it is possible to obtain additional bids.

Mr. Hurley stated, although the budget was prepared in accordance with the current economy, it can be modified. He will consult with the HPCA attorney and email revisions to Mr. Adams. Mr. Adams stated that, in order to measure performance, the Board needs more specificity, such as the number of planned mows and how often there will be cutbacks on shrubs and grasses. Ms. Lonergan asked if Mr. Hurley had a copy of the DTE agreement. He said he did not. Mr. Rhodes provided Mr. Hurley with a copy.

SIXTH ORDER OF BUSINESS

Consideration of Proposal from Landscape Maintenance Professionals, Inc.

- A. Sample Bid Packet**
- B. Landscape Maintenance Service Agreement**
- C. Additional Maintained CDD’s**

This item was tabled.

SEVENTH ORDER OF BUSINESS

Continued Discussion/Consideration of Pine Tree Removal on Front Property per Arborists Report

Ms. Lonergan presented estimates from the following:

- A. A-Z Tree Service, LLC**
- B. Panzner’s Tree Service, Inc**

Discussion ensued regarding the proposals, Arborist’s Report, stump-grinding and costs.

On MOTION by Ms. Lonergan and seconded by Ms. Benedetti, with all in favor, the A-Z Tree Service, LLC estimate for pine tree removal, in the amount of \$6,000, was approved.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2022

Mr. Adams presented the Unaudited Financial Statements as of December 31, 2022.

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, the Unaudited Financial Statements as of December 31, 2022, were accepted.

NINTH ORDER OF BUSINESS

Approval of December 6, 2022 Regular Meeting Minutes

Ms. Lonergan presented the December 6, 2022 Regular Meeting Minutes. The following changes were made:

Line 172: Change “her” to “Herb” and insert “Tim” after “with”

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, the December 6, 2022 Regular Meeting Minutes, as amended, were approved.

• **To Do Action Items List**

Items 13 and 18: Delete

Item 17: Change “the lakes” to “EWRA 33”

Items 14 and 15 were completed.

TENTH ORDER OF BUSINESS

Staff Reports

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

There was no report.

B. District Engineer: *Stroud Engineering Consultants*

There was no report.

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

- **NEXT MEETING DATE: April 18, 2023 at 2:00 P.M.**
 - **QUORUM CHECK**

The next meeting would be held on April 18, 2023.

ELEVENTH ORDER OF BUSINESS

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

Resident Bob Napolitano asked if there is a different regulation for Natural Wet Retention Areas (NWRAs) and if they are maintained by the CDD.

Mr. Heath stated NWRAs are maintained by the CDD, contain a few drainage pipes and are considered wetland areas.

Discussion ensued regarding NWRA 38, retention ponds, wetland areas, surveys, flooding concerns and tree removals in Paleo Park.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisor's requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, the meeting adjourned at 2:53 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/~~Assistant Secretary~~


Chair/~~Vice Chair~~