

HERITAGE PINES

COMMUNITY DEVELOPMENT DISTRICT

June 18, 2024

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Heritage Pines Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431
Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

June 11, 2024

Board of Supervisors
Heritage Pines Community Development District

ATTENDEES:
Please identify yourself each
time you speak to facilitate
accurate transcription of
meeting minutes.

Dear Board Members:

The Board of Supervisors of the Heritage Pines Community Development District will hold a Regular Meeting on June 18, 2024 at 2:00 p.m., in the Heritage Pines Country Club Meeting Room, 11524 Scenic Hills Boulevard, Hudson, Florida 34667. The agenda is as follows:

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Public Comments: Agenda Items *[3 minutes per person]*
4. Update: Operations Activities
5. Discussion: Resident Request to Remove Additional Vegetation from NWRA 38
6. Acceptance of Unaudited Financial Statements as of April 30, 2024
7. Approval of April 16, 2024 Regular Meeting Minutes
 - To Do Action Items List
8. Staff Reports
 - A. District Counsel: *Straley Robin Vericker, P.A.*
 - B. District Engineer: *Stroud Engineering Consultants*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: July 16, 2024 at 2:00 PM [Adoption of Fiscal Year 2025 Budget]

○ QUORUM CHECK

SEAT 1	ARTHUR RHODES	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	JANICE BENEDETTI	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	MICHAEL WALSH	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	KATHLEEN F. LONERGAN	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	CAROL E. VAUGHAN	☐ IN PERSON	☐ PHONE	☐ NO

9. Audience Comments: Non-Agenda Items *[3 minutes per person]*
10. Supervisors' Requests
11. Adjournment

If you have any questions or comments, please contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2024**

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30,2024**

	<u>Major Funds</u>	<u>Total Governmental Funds</u>
	<u>General</u>	
ASSETS		
Cash - SunTrust - 5304	\$ 504,430	\$ 504,430
SBA		
Operating A	841	841
Reserve A	2,049	2,049
Utility deposit	14,717	14,717
Total assets	<u>\$ 522,037</u>	<u>\$ 522,037</u>
LIABILITIES & FUND BALANCE		
Liabilities	<u>\$ -</u>	<u>\$ -</u>
Total liabilities	<u>-</u>	<u>-</u>
Fund balance		
Committed		
Disaster recovery	175,000	175,000
Future mower replacement	70,000	70,000
Working capital	150,000	150,000
Unassigned	127,037	127,037
Total fund balance	<u>522,037</u>	<u>522,037</u>
Total liabilities and fund balance	<u>\$ 522,037</u>	<u>\$ 522,037</u>

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
UNRECONCILED GENERAL FUND
FOR THE PERIOD ENDED APRIL 30, 2024**

	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date	Budget	% of Budget
REVENUES															
Assessment levy	\$ -	\$ 161,218	\$ 96,902	\$ -	\$ 14,036	\$ 8,115	\$ 1,664	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,934	\$ 282,564	100%
Interest & miscellaneous	17	17	850	18	17	18	17	-	-	-	-	-	955	1,000	96%
Total revenues	17	161,235	97,752	18	14,053	8,133	1,681	-	-	-	-	-	282,889	283,564	100%
EXPENDITURES															
Professional & administrative fees															
Supervisors	-	-	2,153	-	-	1,076	-	-	-	-	-	-	3,230	7,000	46%
Management	2,704	2,704	2,704	2,704	2,704	2,704	2,704	-	-	-	-	-	18,929	32,450	58%
Legal	-	-	92	214	-	-	31	-	-	-	-	-	336	1,000	34%
Engineering	-	-	339	414	605	490	677	-	-	-	-	-	2,526	5,000	51%
Audit	-	-	-	-	-	-	3,500	-	-	-	-	-	3,500	7,500	47%
Assessment roll preparation	601	601	601	601	601	601	601	-	-	-	-	-	4,206	7,210	58%
Trustee fees	-	-	-	-	-	-	-	-	-	-	-	-	-	4,337	0%
Telephone	12	12	12	12	12	12	12	-	-	-	-	-	88	150	59%
Rentals and leases	155	155	155	155	155	155	155	-	-	-	-	-	1,085	1,860	58%
Postage	-	132	124	18	-	134	-	-	-	-	-	-	408	1,000	41%
Printing & binding	86	86	86	86	86	86	86	-	-	-	-	-	601	1,030	58%
Legal advertising	156	-	-	-	-	-	-	-	-	-	-	-	156	350	45%
Annual district filing fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175	100%
Insurance	8,839	-	-	-	-	-	-	-	-	-	-	-	8,839	8,800	100%
Contingencies	59	17	17	17	107	106	108	-	-	-	-	-	426	1,000	43%
Capital outlay	-	-	-	44,423	-	-	-	-	-	-	-	-	44,423	-	N/A
ADA website compliance	210	-	-	-	-	-	-	-	-	-	-	-	210	210	100%
Website	-	-	-	-	-	705	-	-	-	-	-	-	705	705	100%
Total professional and administrative fees	12,997	3,707	6,283	48,644	4,270	6,069	7,874	-	-	-	-	-	89,843	79,777	113%
Operations and maintenance															
Electricity - street lighting	-	1,952	1,952	1,952	1,952	1,952	1,940	-	-	-	-	-	11,701	22,500	52%
Retention pond mowing/weed control	-	10,750	10,750	10,750	10,750	10,750	10,750	-	-	-	-	-	64,500	129,000	50%
Irrigation water	-	2,659	3,200	1,840	1,281	1,308	1,492	-	-	-	-	-	11,779	15,000	79%
Contingencies	-	-	-	-	-	307	-	-	-	-	-	-	307	1,000	31%
Aquatic weed control	1,586	1,586	1,586	1,586	1,586	1,586	1,586	-	-	-	-	-	11,102	20,000	56%
Dry retention pond refurbishment/planting	800	6,222	-	6,000	4,900	-	1,500	-	-	-	-	-	19,422	36,000	54%
Total operations and maintenance	2,386	23,169	17,488	22,128	20,469	15,903	17,268	-	-	-	-	-	118,811	223,500	53%
EXPENDITURES (continued)															
Other fees and charges															
Property appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	150	0%
Tax collector	-	3,224	1,933	-	281	161	33	-	-	-	-	-	5,633	5,887	96%
Total other fees and charges	-	3,224	1,933	-	281	161	33	-	-	-	-	-	5,633	6,037	93%
Total expenditures	15,383	30,100	25,704	70,772	25,020	22,133	25,175	-	-	-	-	-	214,287	309,314	69%
Excess/(deficiency) of revenues over/(under) expenditures	(15,366)	131,135	72,048	(70,754)	(10,967)	(14,000)	(23,494)	-	-	-	-	-	68,602	(25,750)	
Fund balance - beginning	453,435	438,069	569,204	641,252	570,498	559,531	545,531	522,037	522,037	522,037	522,037	522,037	453,435	484,632	
Fund balance - ending															
Committed															
Disaster recovery	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	
Future mower replacement	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	
Working capital	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Unassigned	43,069	174,204	246,252	175,498	164,531	150,531	127,037	127,037	127,037	127,037	127,037	127,037	127,037	63,882	
Fund balance - ending	\$ 438,069	\$ 569,204	\$ 641,252	\$ 570,498	\$ 559,531	\$ 545,531	\$ 522,037	\$ 522,037	\$ 522,037	\$ 522,037	\$ 522,037	\$ 522,037	\$ 522,037	\$ 458,882	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL LEDGER
AS OF
APRIL 2024**

2:21 PM

06/12/24

Accrual Basis

Heritage Pines CDD
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
101.002 · Suntrust Checking-5304 - NEW							527,936.64
General Journal	04/15/2024	3057		Accounts Payable 04/10/2024		25,034.86	502,901.78
General Journal	04/22/2024	3060		ACCOUNT ANALYSIS FEE		105.99	502,795.79
General Journal	04/30/2024	3058		INTEREST INCOME	4.25		502,800.04
General Journal	04/30/2024	3061		TAX COLLECTION	1,630.42		504,430.46
Total 101.002 · Suntrust Checking-5304 - NEW					1,634.67	25,140.85	504,430.46
151.000 · Investments							2,876.84
151.001 · SBA-Operating A Account							836.93
General Journal	04/30/2024	3058		INTEREST INCOME	3.80		840.73
Total 151.001 · SBA-Operating A Account					3.80	0.00	840.73
151.101 · SBA - Reserve A Account							2,039.91
General Journal	04/30/2024	3058		INTEREST INCOME	9.26		2,049.17
Total 151.101 · SBA - Reserve A Account					9.26	0.00	2,049.17
Total 151.000 · Investments					13.06	0.00	2,889.90
156.100 · Utility Deposit							14,716.80
Total 156.100 · Utility Deposit							14,716.80
202.000 · Accounts Payable - Year End							0.00
General Journal	04/10/2024	3056		Accounts Payable 04/10/2024		25,034.86	-25,034.86
General Journal	04/15/2024	3057		Accounts Payable 04/10/2024	25,034.86		0.00
Total 202.000 · Accounts Payable - Year End					25,034.86	25,034.86	0.00
271.000 · Unreserved Fund Balance							43,724.92
Total 271.000 · Unreserved Fund Balance							43,724.92
271.100 · Reserved Fund Balance							-83,000.00
Total 271.100 · Reserved Fund Balance							-83,000.00
3900 · Retained Earnings							-414,160.01
Total 3900 · Retained Earnings							-414,160.01
361.000 · Interest Income							-105.78
361.100 · Interest Income - Surplus Acct							-105.78
General Journal	04/30/2024	3058		INTEREST INCOME		9.26	-115.04
General Journal	04/30/2024	3058		INTEREST INCOME		3.80	-118.84
General Journal	04/30/2024	3058		INTEREST INCOME		4.25	-123.09
Total 361.100 · Interest Income - Surplus Acct					0.00	17.31	-123.09
Total 361.000 · Interest Income					0.00	17.31	-123.09
363.100 · Assessment Levy							-280,270.10
General Journal	04/30/2024	3061		TAX COLLECTION		1,630.42	-281,900.52
General Journal	04/30/2024	3061		TAX COLLECTOR FEE		33.28	-281,933.80
Total 363.100 · Assessment Levy					0.00	1,663.70	-281,933.80
369.100 · Misc. Income							-831.55

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06/12/24

Accrual Basis

Heritage Pines CDD
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
511.000 · Legislative							3,229.50
511.110 · Supervisor's Fees							3,229.50
Total 511.110 · Supervisor's Fees							3,229.50
Total 511.000 · Legislative							3,229.50
512.000 · Executive							16,224.96
512.311 · Management Fees							16,224.96
Bill	04/10/2024	2023-3008	WRATHELL, HUNT & ASSOCIATES. LLC	04/24 MGMT FEE	2,704.16		18,929.12
Total 512.311 · Management Fees					2,704.16	0.00	18,929.12
Total 512.000 · Executive					2,704.16	0.00	18,929.12
513.000 · Financial & Administrative							9,204.43
513.310 · Assessment Roll Preparation							3,604.98
Bill	04/10/2024	2023-3008	WRATHELL, HUNT & ASSOCIATES. LLC	04/24 MGMT FEE	600.83		4,205.81
Total 513.310 · Assessment Roll Preparation					600.83	0.00	4,205.81
513.315 · Tax Collector							5,599.45
General Journal	04/30/2024	3061		TAX COLLECTOR FEE	33.28		5,632.73
Total 513.315 · Tax Collector					33.28	0.00	5,632.73
513.320 · Audit							0.00
Bill	04/10/2024	17904222	CARR, RIGGS & INGRAM, LLC	FY 2023 AUDIT - INITIAL BILLING	3,500.00		3,500.00
Total 513.320 · Audit					3,500.00	0.00	3,500.00
Total 513.000 · Financial & Administrative					4,134.11	0.00	13,338.54
514.000 · Legal Counsel							305.00
514.310 · Legal Fees							305.00
Bill	04/10/2024	24294	STRALEY ROBIN VERICKER	PROF SVCS THROUGH 02/29/2024	30.50		335.50
Total 514.310 · Legal Fees					30.50	0.00	335.50
Total 514.000 · Legal Counsel					30.50	0.00	335.50
519.000 · Other General Government							14,182.31
519.320 · Engineering							1,849.20
Bill	04/10/2024	HPC1202-21-05	STROUD ENGINEERING CONSULTANTS	03/24 ENG. FEES	677.70		2,526.90
Total 519.320 · Engineering					677.70	0.00	2,526.90
519.410 · Postage							407.40
Total 519.410 · Postage							407.40
519.411 · Telephone							75.00
Bill	04/10/2024	2023-3008	WRATHELL, HUNT & ASSOCIATES. LLC	04/24 MGMT FEE	12.50		87.50
Total 519.411 · Telephone					12.50	0.00	87.50
519.413 · Website Maintenance							704.99
Total 519.413 · Website Maintenance							704.99
519.414 · ADA Website Compliance							210.00
Total 519.414 · ADA Website Compliance							210.00

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06/12/24

Accrual Basis

Heritage Pines CDD
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
519.440 · Rentals and Leases							930.00
Bill	04/10/2024	2023-3008	WRATHELL, HUNT & ASSOCIATES. LLC	04/24 MGMT FEE	155.00		1,085.00
Total 519.440 · Rentals and Leases					155.00	0.00	1,085.00
519.450 · Insurance							8,839.00
Total 519.450 · Insurance							8,839.00
519.470 · Printing and Binding							514.98
Bill	04/10/2024	2023-3008	WRATHELL, HUNT & ASSOCIATES. LLC	04/24 MGMT FEE	85.83		600.81
Total 519.470 · Printing and Binding					85.83	0.00	600.81
519.480 · Legal Advertising							156.00
Total 519.480 · Legal Advertising							156.00
519.490 · Contingencies							320.74
General Journal	04/22/2024	3060		ACCOUNT ANALYSIS FEE	105.99		426.73
Total 519.490 · Contingencies					105.99	0.00	426.73
519.540 · Annual District Filing Fee							175.00
Total 519.540 · Annual District Filing Fee							175.00
Total 519.000 · Other General Government					1,037.02	0.00	15,219.33
539.000 · Field Maintenance							145,966.04
539.311 · Aquatic Weed Control							9,516.00
Bill	04/10/2024	PSI-062653	SOLITUDE LAKE MANAGEMENT	04/24 AQUATIC WEED CONTROL	1,586.00		11,102.00
Total 539.311 · Aquatic Weed Control					1,586.00	0.00	11,102.00
539.340 · Retention Pond Mowing/Weed Cont							53,750.00
Bill	04/10/2024	033124EU	HERITAGE PINES COMMUNITY ASSOCIATION...	03/24 EQUIPMENT USE	10,750.00		64,500.00
Total 539.340 · Retention Pond Mowing/Weed Cont					10,750.00	0.00	64,500.00
539.341 · Dry Retention Pond Refurbish							17,922.45
Bill	04/10/2024	2024-01	LUPTON'S CONSTRUCTION SERVICES, LLC	INLET TOP REPAIR	1,500.00		19,422.45
Total 539.341 · Dry Retention Pond Refurbish					1,500.00	0.00	19,422.45
539.430 · Street Lighting							9,760.55
Bill	04/10/2024	1306910 040524	WITHLACOOCHEE RIVER ELECTRIC COOPER...	1306910 04/05/2024	1,482.29		11,242.84
Bill	04/10/2024	2041547 040324	WITHLACOOCHEE RIVER ELECTRIC COOPER...	2041547 04/03/2024	458.00		11,700.84
Total 539.430 · Street Lighting					1,940.29	0.00	11,700.84
539.431 · Irrigation of Pond Banks							10,287.39
Bill	04/10/2024	031924	HERITAGE PINES COMMUNITY ASSOCIATION...	03/24 RECLAIMED WATER	1,492.05		11,779.44
Total 539.431 · Irrigation of Pond Banks					1,492.05	0.00	11,779.44
539.490 · Contingencies							306.99
Total 539.490 · Contingencies							306.99

Heritage Pines CDD
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
539.495 · Capital Outlay							44,422.66
Total 539.495 · Capital Outlay							44,422.66
Total 539.000 · Field Maintenance					17,268.34	0.00	163,234.38
TOTAL					51,856.72	51,856.72	0.00

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
THROUGH
APRIL 2024**

Heritage Pines CDD
CHECK REGISTER
April 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	CBI	04/15/2024	WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE	101.002 · Suntrust Checking-5304 - NEW		-1,940.29
Bill	1306910 040524	04/10/2024		539.430 · Street Lighting	-1,482.29	1,482.29
Bill	2041547 040324	04/10/2024		539.430 · Street Lighting	-458.00	458.00
TOTAL					-1,940.29	1,940.29
Bill Pmt -Check	10058	04/15/2024	CARR, RIGGS & INGRAM, LLC	101.002 · Suntrust Checking-5304 - NEW		-3,500.00
Bill	17904222	04/10/2024		513.320 · Audit	-3,500.00	3,500.00
TOTAL					-3,500.00	3,500.00
Bill Pmt -Check	10059	04/15/2024	HERITAGE PINES COMMUNITY ASSOCIATION,INC	101.002 · Suntrust Checking-5304 - NEW		-12,242.05
Bill	031924	04/10/2024		539.431 · Irrigation of Pond Banks	-1,492.05	1,492.05
Bill	033124EU	04/10/2024		539.340 · Retention Pond Mowing/Weed Cont	-10,750.00	10,750.00
TOTAL					-12,242.05	12,242.05
Bill Pmt -Check	10060	04/15/2024	LUPTON'S CONSTRUCTION SERVICES, LLC	101.002 · Suntrust Checking-5304 - NEW		-1,500.00
Bill	2024-01	04/10/2024		539.341 · Dry Retention Pond Refurbish	-1,500.00	1,500.00
TOTAL					-1,500.00	1,500.00
Bill Pmt -Check	10061	04/15/2024	SOLITUDE LAKE MANAGEMENT	101.002 · Suntrust Checking-5304 - NEW		-1,586.00
Bill	PSI-062653	04/10/2024		539.311 · Aquatic Weed Control	-1,586.00	1,586.00
TOTAL					-1,586.00	1,586.00
Bill Pmt -Check	10062	04/15/2024	STRALEY ROBIN VERICKER	101.002 · Suntrust Checking-5304 - NEW		-30.50
Bill	24294	04/10/2024		514.310 · Legal Fees	-30.50	30.50
TOTAL					-30.50	30.50
Bill Pmt -Check	10063	04/15/2024	STROUD ENGINEERING CONSULTANTS	101.002 · Suntrust Checking-5304 - NEW		-677.70
Bill	HPC1202-21-05	04/10/2024		519.320 · Engineering	-677.70	677.70
TOTAL					-677.70	677.70
Bill Pmt -Check	10064	04/15/2024	WRATHELL, HUNT & ASSOCIATES. LLC	101.002 · Suntrust Checking-5304 - NEW		-3,558.32
Bill	2023-3008	04/10/2024		512.311 · Management Fees	-2,704.16	2,704.16
				513.310 · Assessment Roll Preparation	-600.83	600.83
				519.411 · Telephone	-12.50	12.50
				519.440 · Rentals and Leases	-155.00	155.00

Heritage Pines CDD
CHECK REGISTER
April 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				519.470 · Printing and Binding	-85.83	85.83
TOTAL					-3,558.32	3,558.32

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
INVOICES**



500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Heritage Pines CDD
Email Invoice to Nicole
HeritagePinesCDD@DistrictAP.com

513.320
001

Invoice No. 17904222 (include on check)
Date 03/28/2024
Client No. 20-03195.000

Professional services rendered as follows:

Initial progress billing on audit of financial statements
as of September 30, 2023

Current Amount Due \$ 3,500.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,500.00	0.00	0.00	0.00	0.00	3,500.00

Invoice payable upon receipt. Please include invoice number with payment.
To pay by ACH or credit card, please visit <https://cricpa.com/client-resources/> or scan QR code below.
Credit card payments are subject to a 3.5% surcharge.

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under state law.





PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285

UtilCustServ@MyPasco.net
Pay By Phone: 1-855-786-5344

1 0 1
10-20160

HERITAGE PINES COMMUNITY ASSOCIATION

Service Address: 18801 GRAND CLUB DR

Bill Number: 20084866

Billing Date: 3/19/2024

Billing Period: 2/5/2024 to 3/6/2024

Account #	Customer #
0010470	01016692
Please use the 15-digit number below when making a payment through your	
001047001016692	

New Water, Sewer, Reclaim rates, fees, and charges took effect Oct. 1, 2023.
Please visit bit.ly/pcurates for additional details.

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	13349042	2/5/2024	288962	3/6/2024	302985	30	14023

Usage History		
Water		
March 2024		14023
February 2024		12290
January 2024		12038
December 2023		17297
November 2023		30072
October 2023		24989
September 2023		19668
August 2023		19859
July 2023		21165
June 2023		23421
May 2023		26475
April 2023		23108

Transactions		
Previous Bill		4,670.20
Payment 03/14/24		-4,670.20 CR
Balance Forward		0.00
Current Transactions		
Reclaimed		
Reclaimed	14,023 Thousand Gals X \$0.38	5,328.74
Total Current Transactions		5,328.74
TOTAL BALANCE DUE		\$5,328.74

$5,328.74 \times 28\% = 1,492.05$

539.431
001



Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

☐ Check this box if entering change of mailing address on back.

Account #	0010470
Customer #	01016692
Balance Forward	0.00
Current Transactions	5,328.74
Total Balance Due	\$5,328.74
Due Date	4/5/2024

10% late fee will be applied if paid after due date

The Total Due will be electronically
transferred on 04/05/2024.

HERITAGE PINES COMMUNITY ASSOCIATION
11524 Scenic Hills BOULEVARD
HUDSON FL 346675601

PASCO COUNTY UTILITIES
CUSTOMER INFORMATION & SERVICES
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

HERITAGE PINES
Community Association
Heritage Pines Community Association, Inc.
11524 Scenic Hills Blvd.
Hudson, FL 34667

Date: April 1, 2024

To: Heritage Pines CDD

Attn: Chuck Adams

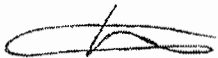
Below is the invoice for services performed per contract for March 2024 and the total amount payable to HPCA.

Service Agreement

Monthly Fee \$10,750.00

Total 539.340
001

Thank you



Herb Hurley, GM

Heritage Pines Community Assoc.

Lupton’s Construction Services, LLC.

20840 Chisholm Trail, Land O Lakes, Florida 34638

Phone # 813-714-3530

State Certified Utility & Excavation Contractor CUC1225713

State Certified General Contractor CGC1529402

Invoice #	Date	Total Due	Due Date	Terms
2024-1	March 25, 2024	\$1,500.00	April 25, 2024	Net 30

Invoice

Bill To:	Heritage Pines Community Development District 9220 Bonita Beach Road Suite 214 Bonita Springs, FL. 34135	Project:	Heritage Pines, Hudson, Florida Inlet Top Repair
		Invoice Date:	03/25/2024

DESCRIPTION	BID QTY	U/M	UNIT BID	AMOUNT
Clean & prepare surface	1	ls.	\$25.00	\$25.00
Drill & place dowls to support repairs	1	ea.	\$350.00	\$350.00
Form & pour concrete repair	1	ls.	\$975.00	\$975.00
Remove forms & clean up area	1	ea.	\$150.00	\$150.00

Total Invoice: \$1,500.00

539.340
001

All outstanding invoices remaining past due
After 30 days are subject to additional late fees.

Archana Gujja

From: Chuck Adams
Sent: Wednesday, March 27, 2024 7:47 AM
To: HeritagePinesCDD
Subject: FW: Heritage Pines Curb Inlet Top Repair
Attachments: Heritage Pines Curb Inlet Top Repair Invoice 2024-1.pdf

Dry retention pond refurbishment

Best Regards,

Chesley 'Chuck' Adams

Director of Operations

Wrathell, Hunt and Associates, LLC

(239) 464-7114 ©

FRAUD ALERT ---- DUE TO INCREASED INCIDENTS OF WIRE FRAUD, IF YOU RECEIVE WIRE INSTRUCTIONS FROM OUR OFFICE DO NOT SEND A WIRE.

From: Charles Lupton <charles44lcs@gmail.com>
Sent: Monday, March 25, 2024 1:57 PM
To: Chuck Adams <adamsc@whhassociates.com>
Subject: Heritage Pines Curb Inlet Top Repair

Chuck,

Good Afternoon, attached is my invoice for the repairs done to the curb inlet top near 18814 Worthington Road, I finished the repairs on Saturday 3/23/2024 and I actually did two repairs on this top, one on each side and touch up the middle where there was a minor crack. Please let me know if you need anything further from me to process, thank you and have a great day.



INVOICE

Please Remit Payment to:

Solitude Lake Management, LLC
1320 Brookwood Drive
Suite H
Little Rock, AR 72202
Phone #: (888) 480-5253
Fax #: (888) 358-0088

Page: 1

Invoice Number: PSI062653
Invoice Date: 4/1/2024

Bill
To: Heritage Pines CDD
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

Ship
To: Heritage Pines CDD
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

Ship Via		Customer ID	H2224
Ship Date	4/1/2024	P.O. Number	
Due Date	5/16/2024	P.O. Date	4/1/2024
Terms	Net 45	Our Order No.	

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	1,586.00	1,586.00
April Billing					
4/1/2024 - 4/30/2024					
Heritage Pines Cdd LAKE ALL					

539.311
001

Amount Subject to Sales Tax 0.00
Amount Exempt from Sales Tax 1,586.00

Subtotal:	1,586.00
Invoice Discount:	0.00
Total Sales Tax:	0.00
Payment Amount:	0.00
Total:	1,586.00

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Heritage Pines Community Development District

c/o Wrathell Hunt & Associates

9220 Bonita Beach Rd., Suite 214

Bonita Springs, FL 34135

March 19, 2024

Client: 001044

Matter: 000001

Invoice #: 24294

Page: 1

RE: CDD - General Matters

For Professional Services Rendered Through February 29, 2024

SERVICES

Date	Person	Description of Services	Hours	Amount
2/9/2024	WAS	COMMUNICATIONS REGARDING SCHEDULING FOR BUDGET SEASON.	0.1	\$30.50
Total Professional Services			0.1	\$30.50
Total Services			\$30.50	
Total Disbursements			\$0.00	
Total Current Charges				\$30.50
Previous Balance				\$305.00
Less Payments				(\$305.00)
PAY THIS AMOUNT				\$30.50

514.310
001

Please Include Invoice Number on all Correspondence



Transmittal Letter

10503 Cyndee Ln.
Odessa, Florida 33556
Office/Cell: (813) 706-1964
Kurt@StroudEngineering.com

April 6, 2024

To:
Heritage Pines CDD
Attn: Mr. Chuck Adams
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

Attention: Mr. Chuck Adams
Re: Current Invoice (Heritage Pines CDD –
Misc. Engineering Services FY 24)
Job Number: HPC 12-02-21

We are sending you

- | | | | |
|--|--|--|---------------------------------|
| ☒ Attached | ☐ Under Separate Cover the following: | | |
| ☐ Shop Drawings | ☐ Prints | ☐ Plans | ☐ Other: |
| ☐ Copy of Letter | ☐ Change Order | ☐ Samples | |
| ☐ Report | ☐ Reproducible | ☐ Specification | |

Copies	Date	Description
1	4-06-24	Consultant Invoice (Period of 3/1/24 to 3/31/24)

These are transmitted as checked below

- | | |
|--|---|
| ☒ For Approval | ☐ For Review and Comment |
| ☐ For Your Use | ☐ For Your Information |
| ☐ As Requested | ☐ For Your File |

Comments:

Chuck,
Attached is the current invoice for requested services through March 31, 2024, including the associated invoice breakdown. Let me know if you have any questions or need any additional information.

Copy to:

File


Kurt D. Heath, P.E.

INVOICE #HPC1202-21-05

Date: April 6, 2024

INVOICE

TO:

Heritage Pines CDD
Attn: Chuck Adams
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

FOR:

Heritage Pines CDD
Work Task No. 21 - Misc. Engineering Services (FY 2024)
(Period of 3/1/24 through 3/31/24)

DESCRIPTION	% COMPLETE	FEE	AMOUNT
Task 1 – Project Engineering Services ** See Attached Hourly Breakdown	100.0	\$677.70	\$677.70
Total Completed to Date			\$677.70
Total Previously Invoiced			\$0.00
Total Due This Invoice (Net 30)			\$677.70

519.320
001



Kurt D. Heath, PE
Stroud Engineering Consultants, Inc.

INVOICE BREAKDOWN

(Period of 3/1/24 through 3/31/24)

Task 1 - Miscellaneous Engineering Services

Labor Description	Date	Hours	Rate	Amount
General/Miscellaneous Tasks				
Coord. w/ surveyor on wetland staking scope of work, sent approval to consultant	3/1	1.0	\$ 75.00	\$ 75.00
Coord. w/ surveyor on wetland staking scope of work, sent CAD files to consultant for GPS data	3/13	2.0	\$ 75.00	\$ 150.00
Site visit to eval. Erosion issue at Grand Club, concrete curb damage on Torrey Pines Ct.	3/22	4.0	\$ 75.00	\$ 300.00
Coordinated with Herb H. re: reclaimed water supply concerns expressed by residents, eval. SWFWMD files for existing groundwater wells/withdrawal limits	3/28	1.5	\$ 75.00	\$ 112.50
Labor Total				\$ 637.50
Expenses Description				
Mileage (@ 1 site visit)				60
Mileage Rate			\$	0.670
Expenses Total				\$ 40.20
Total Billing Period Cost for Task 1				\$ 677.70

Wrathell, Hunt & Associates, LLC

2300 Glades Rd.
Suite 410W
Boca Raton, FL 33431

Invoice

Date	Invoice #
4/1/2024	2023-3008

Bill To:
Heritage Pines CDD PO Box 810036 Boca Raton, FL 33481

Description		Amount
Management	512.311	2,704.16
Assessment Services	513.310	600.83
Telephone	519.411	12.50
Rentals & Leases	519.440	155.00
Printing & Binding	519.470 001	85.83
Building client relationships one step at a time ...		Total \$3,558.32



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1306910** Cycle **04**
Meter Number
Customer Number 10183439
Customer Name HERITAGE PINES COM DEV

Bill Date **04/05/2024**
Amount Due **1,482.29**
Current Charges Due **04/26/2024**

District Office Serving You
Bayonet Point

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

From	To						
Date	Reading	Date	Reading	Multiplier	Dem. Reading	KW Demand	kWh Used

Comparative Usage Information
Average kWh

Period	Days	Per Day
--------	------	---------

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

*** ATTENTION ***

The 2023 Capital Credits assigned amount for this account is \$2,073.93. These credits are not refundable at this time nor can they be applied toward the balance owed.

Capital Credits will be refunded as approved by the Cooperative's Board of Trustees and in compliance of our mortgage agreement with the United States Government.

Previous Balance 1,492.99
Payment 1,492.99CR
Balance Forward 0.00

Light Energy Charge	146.42
Light Support Charge	106.54
Light Maintenance Charge	230.78
Light Fixture Charge	275.62
Light Fuel Adj 5,220 KWH @ 0.03800	198.36
Poles (QTY 103)	513.00
FL Gross Receipts Tax	11.57

Total Current Charges 1,482.29
Total Due Please Pay 1,482.29

539.430
001

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	105 78	205 17	305 6	455 3	960 9
	150 3	270 4	360 1	910 94	



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please Detach and Return This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 04/05/2024

District: BP04

Use above space for address change ONLY.

1306910 BP04
HERITAGE PINES COM DEV
2300 GLADES RD STE 410W
BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	04/26/2024
TOTAL CHARGES DUE	1,482.29
Total Charges Due After Due Date	1,504.52

000130691000014822900015045202



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2041547** Cycle **02**
Meter Number
Customer Number 10183439
Customer Name HERITAGE PINES COM DEV

Bill Date **04/03/2024**
Amount Due **458.00**
Current Charges Due **04/24/2024**

District Office Serving You
Bayonet Point

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

From	To						
Date	Reading	Date	Reading	Multiplier	Dem. Reading	KW Demand	kWh Used

Comparative Usage Information

Average kWh
Period Days Per Day

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 1 8 3 4 3 9

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 844-209-7166. This number is WREC's Secure Pay-By-Phone system.

*** ATTENTION ***

The 2023 Capital Credits assigned amount for this account is \$638.11. These credits are not refundable at this time nor can they be applied toward the balance owed.

Capital Credits will be refunded as approved by the Cooperative's Board of Trustees and in compliance of our mortgage agreement with the United States Government.

Previous Balance 459.12
Payment 459.12CR
Balance Forward 0.00

Light Energy Charge 6.01
Light Support Charge 10.65
Light Maintenance Charge 140.59
Light Fixture Charge 173.50
Light Fuel Adj 547 KWH @ 0.03800 20.79
Poles (QTY 29) 105.50
FL Gross Receipts Tax 0.96

Total Current Charges 458.00
Total Due Please Pay 458.00

539.430
001

Lights/Poles	Type/Qty	Type/Qty	Type/Qty	Type/Qty
	205 4	210 25	910 4	935 25



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please Detach and Return This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 04/03/2024

District: BP02

Use above space for address change ONLY.

2041547 BP02
HERITAGE PINES COM DEV
2300 GLADES RD STE 410W
BOCA RATON FL 33431-8556

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

Current Charges Due Date	04/24/2024
TOTAL CHARGES DUE	458.00
Total Charges Due After Due Date	464.87

000204154700004580000004648707

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT
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 16, 2024 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:

Chuck Adams	District Manager
Kurt Heath	District Engineer
Herb Hurley	HPCA General Manager
Tim Gatz	HPCA Grounds Superintendent

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]

No members of the public spoke.

FOURTH ORDER OF BUSINESS

Update: Operations Activities

Mr. Gatz stated there are a few issues with Pond #7. The pond looks better but the fountains and waterfall cannot be turned on for multiple reasons. The fountain needs to be cleaned of the algae that clogged the pump. The pipe that was replaced last summer goes down to the lower pond intake, which got so caked with algae that the pump started to lift and

rose out of the water but it is believed that the pipe is not damaged. Until the pipe is cleaned and put in place, the pumps cannot be turned on. The pipe must be replaced at the correct level for the intake to the pumps to be at the correct level. It was noted that addressing the pipe is essential because that well is gravity-fed. The pipe must be at a certain level so that the proper amount of water will enter the wet well to pump to the upper pond.

Mr. Gatz stated that Heritage Pines (HP) paid the \$800 cost of the first algae cleaning. Divers are scheduled to clean it again in the next two weeks. Gary will have his fountain technician clean that one because the fountain cannot be turned back on until the pond fills up. It was noted that water levels have been low. Mr. Gatz stated that invoices will be coming; he believes that the CDD should be responsible for cleaning the intake and the pump because SOLitude could not remedy the algae issue. He voiced his opinion that this is an embarrassing eyesore; he emailed about it and thinks something must be done. While it has improved since Dave's return, the equipment cannot be turned on because there are too many other issues.

Mr. Adams stated that SOLitude has been the contractor for fifteen years; it might be a personnel issue and, with Dave's return, the issues might be resolved.

Mr. Gatz stated that nothing can be done until the equipment is repaired and it could take another month for the issue to be resolved, due to high temperatures. No additional pumps were installed and the equipment cannot be turned on until the issues are resolved.

It was noted that carp are present in the ponds.

Mr. Gatz stated that, when carp reach a certain age, they are no longer very productive eating submersed vegetation, such as hydrilla, to prevent other issues. Stocking tilapia could be beneficial; unlike carp, tilapia are not regulated by the permit. Carp will also eat beneficial plants. The pond across the street which has been maintained nicely has beneficial plants.

Mr. Gatz stated the divers will clean the intake and address the pipe in early May. The company that installed the pipe last year will inspect to determine what can be done.

Regarding a question about the water feature, Mr. Adams stated that the ponds serve a water management function. They are a part of the Southwest Florida Water Management District (SWFWMD) permit. The water feature itself was never conveyed to the CDD; the Engineer's Report specifically states that the improvements, such as landscaping, pavement, the guardhouse and the water feature, rest with the HPCA. The ponds are the CDD's responsibility based upon an easement and under the SWFWMD permit. The CDD does not

73 have Fee Title Ownership of the ponds; in most cases, that rests with HPCA in the larger golf
74 course tracts. The only piece of land the CDD has title to is the one in front.

75 Ms. Lonergan asked how the pumps that they attempted to order three months ago
76 but they were delayed, contributed to the algae accumulation. Mr. Gatz stated it was
77 unrelated; one pump was running but the algae accumulated and blocked the airflow.

78 Mr. Adams stated that he had requested manual raking but Dave felt confident that it
79 was unnecessary due to recent treatments and a rainfall; the algae was reduced and now it is a
80 matter of keeping algae levels down.

81 Mr. Gatz stated the two ponds look good now. The pumps will be replaced.

82 Ms. Lonergan stated the CDD's pond dilemma will remain for at least another month.
83 Mr. Gatz believes, as long as Dave is on site as needed, the issues will be addressed.

84 Mr. Adams stated that SOLitude maintains the other ponds without water circulating;
85 the difference is that these ponds are fed with reuse water, which is very high in nutrients. He
86 stated that SOLitude is on site every two weeks, or within 48 hours of a reported algae issue.

87 Mr. Gatz stated that Dave responds in a timely manner.

88 Mr. Adams will request a proposal to stock tilapia.

89 Ms. Lonergan reported excessive dead brush in front of the drain pipe on Hole #17. She
90 voiced her opinion that, overall, in touring the ponds, everything looks very good.

91 Mr. Walsh reported that the pipe behind Green #16 looks much better but some more
92 dead brush needs to be removed, similar to #17.

93 Discussion ensued regarding stakes.

94 Ms. Lonergan stated that most of the trees to be removed seem to be on HP property.
95 Mr. Rhodes stated they are either on the golf course or on common areas but the tree that a
96 resident complained about might be in the protected area.

97 It was noted that the stakes represent the upper boundary; the CDD can maintain up to
98 the boundary. Mr. Gatz will likely have to view the tree.

99 Mr. Gatz reiterated his belief that the CDD should accept the invoices for pond
100 maintenance, as previously discussed, because the algae was caused by the contractor's failure
101 to address the algae. The Board Members were in agreement.

102

FIFTH ORDER OF BUSINESS**Consideration of Heritage Pines
Community Association, Inc. Landscape
Maintenance Proposal/Agreement**

Mr. Adams presented the Heritage Pines Community Association, Inc. Landscape Maintenance Proposal and Agreement and distributed a copy of the Agreement currently in effect. The version of the Agreement in the agenda keeps the \$12,000 irrigation allowance and provides for a modest Consumer Price Index (CPI) increase, which increases the current \$129,000 to \$132,840. The intent is for the Agreement to be identical to the Agreement approved and executed last year.

Mr. Adams stated that the Agreement will be amended accordingly. Paragraph 3, on Page 2 of the old Agreement, regarding additional services, will be added. If the Board decides to keep the \$12,000 allowance, the dates will be adjusted and the front will be updated to \$132,840 for basic maintenance. On Page 5 of the new document, when the other paragraph is reinserted, Paragraph 15 will become Paragraph 16 and, beyond that, Paragraphs 17 through 24 from the original Agreement will be reinserted. Most of that is as advised by District Counsel, as those paragraphs provide protections for the CDD.

Ms. Lonergan noted that the dates will be corrected in Exhibit A.

Mr. Adams stated the Board must decide if it wants to continue under the current type of Agreement, which includes a \$12,000 irrigation allowance, or be billed on an “as you go” basis. The consensus was to keep the Agreement as is.

Mr. Hurley will revise the Agreement accordingly.

On MOTION by Mr. Rhodes and seconded by Ms. Benedetti, with all in favor, the Heritage Pines Community Association, Inc. Landscape Maintenance Proposal and Agreement, amended as discussed, in the amount of \$132,840 annually, was approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-03,
Approving a Proposed Operation and
Maintenance Budget for Fiscal Year
2024/2025; Setting a Public Hearing
Thereon Pursuant to Florida Law;
Addressing Transmittal, Posting, and
Publication Requirements; and Providing
an Effective Date**

Ms. Lonergan presented Resolution 2024-03.

Mr. Adams reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. The proposed Fiscal Year 2025 budget was updated to include the landscape maintenance agreement just approved. Since use of fund balance to offset increases and keep assessments flat, year over year, was not employed as in previous years, the Operation and Maintenance (O&M) assessment would increase from \$209.34 to \$234.50, an increase of approximately \$25 per unit.

Discussion ensued regarding the allocation of committed and unassigned fund balance. The following changes were made to the proposed Fiscal Year 2025 budget:

Page 2, "Retention pond mowing/weed control": Decrease to "133,000"

Page 2, "Future mower replacement": Increase to "100,000"

Page 2, "Disaster recovery": Decrease to "100,000"

Mr. Adams stated these changes still result in a modest assessment increase of approximately \$25 per unit.

On MOTION by Mr. Rhodes and seconded by Ms. Benedetti, with all in favor, Resolution 2024-03, Approving a Proposed Operation and Maintenance Budget for Fiscal Year 2024/2025, as amended; Setting a Public Hearing Thereon Pursuant to Florida Law on July 16, 2024 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; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Mr. Adams presented Resolution 2024-04.

The following change was made to the Fiscal Year 2025 Meeting Schedule:

DATE: Change "December 17, 2024" to "December 10, 2024"

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of February 29, 2024**

Mr. Adams stated that assessment revenue collections are at 99%. Approximately \$44,000 was spent on a mower that was not budgeted; fund balance was used for the expenditure.

On MOTION by Mr. Rhodes and seconded by Mr. Walsh, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

NINTH ORDER OF BUSINESS**Approval of February 20, 2024 Regular Meeting Minutes**

Ms. Vaughan stated that she is no longer responsible for Mosquito Control, and she is now responsible for Paleo Park. The following changes were made:

Line 194: Change "Vaughan" to "Benedetti"

Line 197: Change "Benedetti" to "Vaughan"

On MOTION by Ms. Benedetti and seconded by Mr. Walsh, with all in favor, the February 20, 2024 Regular Meeting Minutes, as amended, were approved.

- To Do Action Items List**

Ms. Lonergan recalled that she asked Mr. Heath to inspect a street. Mr. Heath stated that he met with the homeowner on #49 and it is a similar issue to what occurred on Rockport, where a concrete curb on a curved section of cul-de-sac was not poured to have a consistent slope. High spots are holding water in the driveway; it is not the easiest problem to address. Charles provided a quote the same day; the cost for a soft cut and grinding the curbing is \$450.

Ms. Lonergan thanked him for addressing the concern.

Item 16, 17 and 18 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

Mr. Heath stated that some erosion was reported at a home on Eagle Bend. Charles inspected the area and it is unclear what is causing the erosion. A bid of \$12,000 was received, which is high due to access issues. Given the cost, repairing it in house is advised.

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

- **NEXT MEETING DATE: June 18, 2024 at 2:00 PM**

- **QUORUM CHECK**

The next meeting will be held on June 18, 2024; the Fiscal Year 2025 Budget Public Hearing will be held.

Mr. Adams reminded Mr. Walsh, Ms. Benedetti and Mr. Rhodes that the candidate qualifying period for the General Election is noon, June 10, 2024 to noon, June 14, 2024.

ELEVENTH ORDER OF BUSINESS**Audience Comments: Non-Agenda Items
[3 minutes per person]**

A resident complained that when the grass is cut around the pond, trash is found in the pond the next day. A Board Member stated that trash washes through the pipes after every rain and surfaces in the pond. Employees will be reminded to pick up any trash they observe.

TWELFTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Rhodes recalled that Form 1 is due in July.

Mr. Adams stated that Form 1 is due by July 31, 2024. Beginning this year, Form 1 will be filed online via the link provided in the Memorandum. Completion of the ethics continuing education requirement by December 31, 2024 will be reported when filing Form 1 in 2025.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Rhodes and seconded by Ms. Vaughan, with all in favor, the meeting adjourned at 2:48 p.m.
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Secretary/Assistant Secretary

Chair/Vice Chair

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

**TO DO
ACTION
ITEMS**

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	12.03.19	Mr. Adams: Send copies of engagement letters & other CDD communications to BOS. 12.01.20 Mr. Adams: Email bank statements for months between reg mtgs. 06.21.22/12.06.22 Mr. Adams: Email Reconciliation Reports to Board monthly.	ONGOING	
2	06.09.20	Mr. Gatz: Inspect & address plant beds & overgrowth at several east & west EDRA areas, before mulch is applied. Revised 09.08.20 Pond 15A & 15B: Inspect sparse plant bed. Revised 12.01.20 Mr. Gatz: Install plant material instead of sod near Pond 15A and add sod to reduce the erosion in the area. Revised 04.19.22 Mr. Gatz: Submit proposal to install sod at EDRA #21 & Pond 15A.	ONGOING	
3	07.14.20	SOLitude: Send Monthly Reports during first week of the following month.	ONGOING	
4	04.20.21	Mr. Heath: Survey the area of erosion on the non-irrigated north bank at EDRA 25.	ONGOING	
5	06.29.21	HP: Have pipes at Hole #17 at NWRA #38 & EDRA #47 cleaned out & inspect entire community. 07.20.21 Monitor areas, prep list to address in April or May dry seasons and obtain proposals.	ONGOING	
6	06.29.21	Staff: Spray Paleo Park twice a month & mulch as needed. 07.19.22 Per Ms. Vaughan: CDD's maintenance responsibilities at Paleo Park include: ➤ 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	ONGOING	
7	06.29.21	Mr. Gatz: Have pipe at Hole #18 behind the T-box unclogged, possibly charge for time to remove it all and get Mr. Heath involved, if needed.	ONGOING	
8	09.21.21	Mr. Gatz: Obtain proposal for sod for EDRA #58 07.20.21 This is HOA, not CDD. 09.21.21 Added back to list for follow-up: Replace patch of sod by maintenance shed. 10.19.21 Mr. Gatz to order with next sod order. 12.06.22 Mr. Gatz: Order extra sod to recently approved proposal.	ONGOING	
9	09.21.21	Mr. Heath: Inspect & monitor 18445 Fairway Green Dr for EDRA #35 for erosion around a cypress tree that should be inspected and monitored.	ONGOING	
10	09.21.21	Mr. Heath: Inspect filled 11701 & 11705 Scenic Hills Blvd area once water level drops.	ONGOING	

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
11	06.21.22	Mr. Gatz: Inspect landscaping & erosion to determine best approach to “snake pit” lake & two islands. 07.19.22 Per Ms. Lonergan: Compile identified items on a monthly list. Per Mr. Walsh, whether plants in area will be removed or sod installed, will be determined when area is inspected. Per Ms. Vaughan, resident complaints received wanting the grass cut.	ONGOING	
12	06.21.22	Ms. Lonergan/Mr. Walsh: Participate in pipe inspection w Gatz & Heath during dry season.	ONGOING	
13	10.17.23	Mr. Adams: Going forward, copy Board on all issues addressed; remind Board not to copy other Board Members if they need to respond.	ONGOING	
14	12.05.23	Mr. Gatz: Have sign by village entrance repaired. Sign at Paleo Park entrance re: paint artifacts and the bench to be painted. Staff member walkthrough to address fallen branches, etc., weekly.	ONGOING	
15	12.05.23	Mr. Gatz: Have someone pick up debris at EDRA #10 behind Woodfield Village, every other day.	ONGOING	
16	04.16.24	Mr. Adams: Request a proposal for stocking tilapia.	ONGOING	
17	04.16.24	Mr. Hurley: Revise HPCA Landscape Maintenance Proposal and Agreement.	ONGOING	
18	04.16.24	Mr. Heath: Address erosion as reported at a home on Eagle Bend. Charles inspected the area; it is unclear what is causing the erosion. A bid of \$12,000 was received due to access issues; given the cost, addressing the issue in-house is advised.	ONGOING	
19	04.16.24	Staff members: Remind employees to pick up any trash they observe in pond areas.	ONGOING	
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**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	12.06.22	Lupton's Construction Services, LLC \$8,552.08 estimate to be approved once project to repair the 36" storm drainage pipe commences in the Spring.	COMPLETED	04.18.23
2	02.21.23	Mr. Adams: Have another attorney from Straley Robin Vericker review Landscape Maintenance Agreement with HPCA and report findings at the next meeting.	COMPLETED	04.18.23
3	12.06.22	Mr. Adams: Ask SOLitude how they access EWRA 33 and email information to the Board.	COMPLETED	06.20.23
4	04.18.23	District Counsel: Update Landscape Maintenance Agreement to include changes discussed. Email updated redline version to Mr. Hurley ASAP. Coordinate with HPCA Counsel to revise/update/finalize.	COMPLETED	06.20.23
5	04.18.23	Mr. Adams: Adjust proposed FY2024 budget line items and amounts, as necessary to move mulch to another category & keep assessments unchanged year-over-year.	COMPLETED	06.20.23
6	06.20.23	Per Ms. Lonergan: Staff to replace the grate at Hole #15. 09.19.23 Per Mr. Adams: the grate has been delivered and it has not yet been installed.	COMPLETED	10.17.23
7	09.19.23	Mr. Heath: Lupton's Construction Services, LLC, Proposal #2023-6 for curb inlet repair, in the amount of \$800, was approved.	COMPLETED	10.17.23
8	09.19.23	Mr. Gatz: Send estimates & info regarding possible mowing equipment purchase to Mr. Adams.	COMPLETED	10.17.23
9	04.18.23	District Engineer: Review NWRA 38 area. Determine if dry and if anything can be removed.	COMPLETED	12.05.23
10	09.19.23	Mr. Heath: Inspect rear wall near tennis courts #1 & #2, where drain is causing erosion behind the wall.	COMPLETED	12.05.23
11	09.19.23	Mr. Heath: Inspect two tall pine trees in WRA #33 as they are leaning near homes.	COMPLETED	12.05.23
12	09.19.23	Mr. Gatz: Ask A to Z to remove a fallen tree between #16 and #17.	COMPLETED	12.05.23
13	09.19.23	Mr. Gatz: A to Z proposal to reduce foliage back 10' and remove Brazilian pepper trees for approximately \$5,000. Proposal submitted, not yet approved.	COMPLETED	12.05.23
14	10.17.23	Mr. Heath: inspect dead vegetation in drier portions NWRA 38 to see if any additional vegetation can be removed. Consult local biologist to ensure compliance with permit if necessary.	COMPLETED	12.05.23

**HERITAGE PINES CDD
TO DO ACTION ITEMS LIST
(Oldest to Newest)**

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
15	10.17.23	Mr. Heath: Inspect rusting grate frame at Pond 15A, provide photos and recommendation.	COMPLETED	12.05.23
16	10.17.23	Mr. Gatz: New mowing equipment purchased; delivery anticipated in April 2024.	COMPLETED	02.20.24
17	12.05.23	Mr. Heath: get an estimate to address gap on top of the structure overflow grate near Pond 15A, near Paleo Park that presents a safety issue.	COMPLETED	02.20.24
18	12.05.23	Mr. Adams: invest CDD funds utilizing the Bank United ICS Money Market investment option.	COMPLETED	02.20.24
19	02.20.24	Mr. Heath: Inspect NWRA #47 at #18 where that area is a reserve area with white stakes contains four dead trees, to see if the trees can be removed.	COMPLETED	04.16.24
20	02.20.24	Mr. Heath: Request a price to survey and re-stake the area of NWRA #33 where vegetation was reported to be overgrown.	COMPLETED	04.16.24
21	02.20.24	Mr. Adams: Request that Audit be presented for consideration at the April meeting.	COMPLETED	04.16.24

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

STAFF REPORTS

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Heritage Pines Country Club Meeting Room 11524 Scenic Hills Boulevard, Hudson, Florida 34667</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 17, 2023	Regular Meeting	2:00 PM
December 5, 2023	Regular Meeting	2:00 PM
February 20, 2024	Regular Meeting	2:00 PM
April 16, 2024	Regular Meeting	2:00 PM
June 18, 2024	Regular Meeting	2:00 PM
July 16, 2024	Public Hearing & Regular Meeting	2:00 PM
September 17, 2024	Regular Meeting	2:00 PM