HERITAGE PINES

COMMUNITY DEVELOPMENT DISTRICT

February 18, 2025

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

February 11, 2025

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

Board of Supervisors
Heritage Pines Community Development District

Dear Board Members:

The Board of Supervisors of the Heritage Pines Community Development District will hold a Regular Meeting on February 18, 2025 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. Consideration of A-Z Tree Service, LLC Invoices/Estimates
    A. Clean Up and Trim [Behind 11453 Heritage Point Drive] $350
    B. Remove with Stump Grind [Behind 11453 Heritage Point Drive] $600
    C. Forestry Mulch Around Pond [Waterlily Lane and Rolling Hills Loop] $5,475
6. Acceptance of Unaudited Financial Statements as of December 31, 2024
7. Approval of December 10, 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: April 15, 2025 at 2:00 PM

○ QUORUM CHECK

SEAT 1	ARTHUR RHODES	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	STEPHEN PUTMAN	☐ 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

5A

1/9/2025

INVOICE

352-345-3050

	Customer	Site Address	Notes
	Kurt 813-760-1964	Behind 11453 Heritage point Drive	

Qty	Description	Unit Price	Line Total
	Clean up and trim broken tree		
		Total	$350.

Make all checks payable to:
A-Z Tree Service LLC
9901 Ideal Ln
Hudson FL 34667
Thank you for your business!

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

5B

1/9/2025

INVOICE

352-345-3050

	Customer	Site Address	Notes
	Kurt 813-760-1964	**Behind 11453 Heritage point Drive**	

Qty	Description	Unit Price	Line Total
	Remove broken tree haul away debris stump grind included		
		Total	**$600.**

Make all checks payable to:
A-Z Tree Service LLC
9901 Ideal Ln
Hudson FL 34667
Thank you for your business!

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

5C

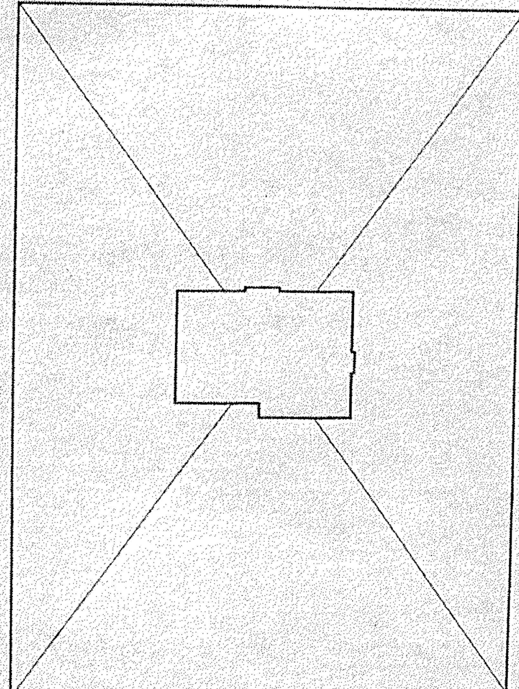
A-Z TREE SERVICES

- TREE REMOVAL
- TREE TRIMMING
- PALM TREE TRIM
- STUMP GRINDING
- BOBCAT/TRACTOR
- SAWMILL SERVICES
- CRANE SERVICES
- GRAPPLE TRUCK SERVICES
- FORESTRY MULCHING
- EMERGENCY 24/7

OFFICE:
352-345-3050
24/7 EMERGENCY:
352-428-8910
a-ztreeservice.com
9901 Ideal Lane • Hudson, Florida 34667
Insured and Licensed #AAA0052018

CUSTOMER Heritage Pines CDD PHONE Tim 352-398-5876
ADDRESS 9220 Bonita Beach Road Suite 214 Bonita Springs FL 34135
E-MAIL
GATE CODE ☐ PERMIT ☒ NO PERMIT
TYPE OF TREE DIAMETER
REASON FOR REMOVAL
ESTIMATE BY Chris Watkins 352-601-0533

QUANTITY	DESCRIPTION	AMOUNT	
	Forestry mulch around		
	pond at Waterlily lane		
	& Rolling Hills loop		
	to white stakes. Leaving		
	greenery as much as possible		
	use cat to remove large		
	fallen pines where reach		
	is premittable		



I hereby authorize A-Z Tree Service LLC to proceed with the services outlined above. A-Z Tree Service LLC is not responsible for any broken cables, curbing, sidewalks, driveays, pipes, sprinkler lines or heads, etc. while removing trees or grinding stumps. The safety of our employees is our responsibility. Project timelines may increase due to inclement weather. We adhere to all proper safety standards, and take care in providing a quality job to our customers. There will be an additional 3.99% fee added to any credit card transactions.

SIGNATURE

☐ 3.99% credit card fee: Initial here

Thanks for your business! **TOTAL** 5475 | 00

DATE 2/23/24

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2024

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2024

	Major Funds General	Total Governmental Funds
ASSETS		
Cash - SunTrust - 5304	$ 549,585	$ 549,585
SBA		
Operating A	871	871
Reserve A	2,122	2,122
Utility deposit	14,717	14,717
Total assets	$ 567,295	$ 567,295
LIABILITIES & FUND BALANCE		
Liabilities	$ -	$ -
Total liabilities	-	-
Fund balance		
Committed		
Disaster recovery	100,000	100,000
Future mower replacement	100,000	100,000
Working capital	150,000	150,000
Unassigned	217,295	217,295
Total fund balance	567,295	567,295
Total liabilities and fund balance	$ 567,295	$ 567,295

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2024

	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date	Budget	% of Budget
REVENUES															
Assessment levy	$ -	$ 139,765	$ 138,263	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 278,028	$ 316,521	88%
Interest & miscellaneous	16	15	16	-	-	-	-	-	-	-	-	-	47	1,000	5%
Total revenues	16	139,780	138,279	-	-	-	-	-	-	-	-	-	278,075	317,521	88%
EXPENDITURES															
Professional & administrative fees															
Supervisors	1,077	-	1,077	-	-	-	-	-	-	-	-	-	2,154	7,000	31%
Management	2,704	2,704	2,704	-	-	-	-	-	-	-	-	-	8,112	32,450	25%
Legal	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
Engineering	340	493	265	-	-	-	-	-	-	-	-	-	1,098	5,000	22%
Audit	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500	0%
Assessment roll preparation	601	601	601	-	-	-	-	-	-	-	-	-	1,803	7,210	25%
Trustee fees	-	-	-	-	-	-	-	-	-	-	-	-	-	4,337	0%
Telephone	12	12	13	-	-	-	-	-	-	-	-	-	37	150	25%
Rentals and leases	155	155	155	-	-	-	-	-	-	-	-	-	465	1,860	25%
Postage	255	8	126	-	-	-	-	-	-	-	-	-	389	1,000	39%
Printing & binding	86	86	86	-	-	-	-	-	-	-	-	-	258	1,030	25%
Legal advertising	-	122	-	-	-	-	-	-	-	-	-	-	122	350	35%
Annual district filing fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175	100%
Insurance	9,378	-	-	-	-	-	-	-	-	-	-	-	9,378	9,300	101%
Contingencies	116	121	116	-	-	-	-	-	-	-	-	-	353	1,000	35%
ADA website compliance	210	-	-	-	-	-	-	-	-	-	-	-	210	210	100%
Website	-	-	-	-	-	-	-	-	-	-	-	-	-	705	0%
Total professional and administrative fees	15,109	4,302	5,143	-	-	-	-	-	-	-	-	-	24,554	80,277	31%
Operations and maintenance															
Electricity - street lighting	-	1,946	1,946	-	-	-	-	-	-	-	-	-	3,892	22,500	17%
Retention pond mowing/weed control	-	11,070	11,070	-	-	-	-	-	-	-	-	-	22,140	133,000	17%
Irrigation water	-	1,711	1,761	-	-	-	-	-	-	-	-	-	3,472	18,000	19%
Contingencies	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
Aquatic weed control	1,586	1,586	-	-	-	-	-	-	-	-	-	-	3,172	20,000	16%
Dry retention pond refurbishment/planting	-	-	700	-	-	-	-	-	-	-	-	-	700	36,000	2%
Total operations and maintenance	1,586	16,313	15,477	-	-	-	-	-	-	-	-	-	33,376	230,500	14%
EXPENDITURES (continued)															
Other fees and charges															
Property appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-	150	0%
Tax collector	-	2,794	2,765	-	-	-	-	-	-	-	-	-	5,559	5,559	100%
Total other fees and charges	-	2,794	2,765	-	-	-	-	-	-	-	-	-	5,559	5,709	97%
Total expenditures	16,695	23,409	23,385	-	-	-	-	-	-	-	-	-	63,489	316,486	20%
Excess/(deficiency) of revenues over/(under) expenditures	(16,679)	116,371	114,894	-	-	-	-	-	-	-	-	-	214,586	1,035	
Fund balance - beginning	352,709	336,030	452,401	567,295	567,295	567,295	567,295	567,295	567,295	567,295	567,295	567,295	352,709	380,243	
Fund balance - ending															
Committed															
Disaster recovery	100,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	100,000	
Future mower replacement	100,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	100,000	
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	(13,970)	57,401	172,295	172,295	172,295	172,295	172,295	172,295	172,295	172,295	172,295	172,295	172,295	31,278	
Fund balance - ending	$ 336,030	$ 452,401	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 567,295	$ 381,278	

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL LEDGER
AS OF
DECEMBER 2024

Heritage Pines CDD
General Ledger
As of December 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
101.002 · Suntrust Checking-5304 - NEW							434,701.19
General Journal	12/09/2024	3132		TAX COLLECTION	117,982.97		552,684.16
General Journal	12/10/2024	3131		Accounts Payable 12/10/2024		19,425.82	533,258.34
General Journal	12/13/2024	3133		TAX COLLECTION	17,515.25		550,773.59
General Journal	12/23/2024	3140		SERVICE CHARGE		116.32	550,657.27
General Journal	12/31/2024	3134		BOARD MEETING - 12/10/24		923.50	549,733.77
General Journal	12/31/2024	3134		BOARD MEETING - 12/10/24		153.00	549,580.77
General Journal	12/31/2024	3141		INTEREST INCOME	4.42		549,585.19
Total 101.002 · Suntrust Checking-5304 - NEW					135,502.64	20,618.64	549,585.19
151.000 · Investments							2,981.06
151.001 · SBA-Operating A Account							867.21
General Journal	12/31/2024	3141		INTEREST INCOME	3.46		870.67
Total 151.001 · SBA-Operating A Account					3.46	0.00	870.67
151.101 · SBA - Reserve A Account							2,113.85
General Journal	12/31/2024	3141		INTEREST INCOME	8.44		2,122.29
Total 151.101 · SBA - Reserve A Account					8.44	0.00	2,122.29
Total 151.000 · Investments					11.90	0.00	2,992.96
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	12/10/2024	3130		Accounts Payable 12/10/2024		19,425.82	-19,425.82
General Journal	12/10/2024	3131		Accounts Payable 12/10/2024	19,425.82		0.00
Total 202.000 · Accounts Payable - Year End					19,425.82	19,425.82	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							-313,433.77
Total 3900 · Retained Earnings							-313,433.77
361.000 · Interest Income							-30.43
361.100 · Interest Income - Surplus Acct							-14.88
Total 361.100 · Interest Income - Surplus Acct							-14.88
361.000 · Interest Income - Other							-15.55
General Journal	12/31/2024	3141		INTEREST INCOME		4.42	-19.97
General Journal	12/31/2024	3141		INTEREST INCOME		3.46	-23.43
General Journal	12/31/2024	3141		INTEREST INCOME		8.44	-31.87
Total 361.000 · Interest Income - Other					0.00	16.32	-31.87
Total 361.000 · Interest Income					0.00	16.32	-46.75

Heritage Pines CDD
General Ledger
As of December 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
363.100 · Assessment Levy							-139,764.72
General Journal	12/09/2024	3132		TAX COLLECTION		117,982.97	-257,747.69
General Journal	12/09/2024	3132		TAX COLLECTOR FEE		2,407.82	-260,155.51
General Journal	12/13/2024	3133		TAX COLLECTION		17,515.25	-277,670.76
General Journal	12/13/2024	3133		TAX COLLECTOR FEE		357.45	-278,028.21
Total 363.100 · Assessment Levy					0.00	138,263.49	-278,028.21
511.000 · Legislative							1,076.50
511.110 · Supervisor's Fees							1,076.50
General Journal	12/31/2024	3134		BOARD MEETING - 12/10/24	153.00		1,229.50
Check	12/31/2024	DD	MICHAEL V. WALSH	BOARD MEETING - 12/10/24	184.70		1,414.20
Check	12/31/2024	DD	KATHLEEN LONERGAN	BOARD MEETING - 12/10/24	184.70		1,598.90
Check	12/31/2024	DD	ARTHUR RHODES	BOARD MEETING - 12/10/24	184.70		1,783.60
Check	12/31/2024	DD	CAROL VAUGHAN	BOARD MEETING - 12/10/24	184.70		1,968.30
Check	12/31/2024	DD	STEPHEN PUTMAN	BOARD MEETING - 12/10/24	184.70		2,153.00
Total 511.110 · Supervisor's Fees					1,076.50	0.00	2,153.00
Total 511.000 · Legislative					1,076.50	0.00	2,153.00
512.000 · Executive							5,408.32
512.311 · Management Fees							5,408.32
Bill	12/10/2024	2025-1561	WRATHELL, HUNT & ASSOCIATES. LLC	12/24 MGMT FEE	2,704.16		8,112.48
Total 512.311 · Management Fees					2,704.16	0.00	8,112.48
Total 512.000 · Executive					2,704.16	0.00	8,112.48
513.000 · Financial & Administrative							3,995.87
513.310 · Assessment Roll Preparation							1,201.66
Bill	12/10/2024	2025-1561	WRATHELL, HUNT & ASSOCIATES. LLC	12/24 MGMT FEE	600.83		1,802.49
Total 513.310 · Assessment Roll Preparation					600.83	0.00	1,802.49
513.315 · Tax Collector							2,794.21
General Journal	12/09/2024	3132		TAX COLLECTOR FEE	2,407.82		5,202.03
General Journal	12/13/2024	3133		TAX COLLECTOR FEE	357.45		5,559.48
Total 513.315 · Tax Collector					2,765.27	0.00	5,559.48
Total 513.000 · Financial & Administrative					3,366.10	0.00	7,361.97
519.000 · Other General Goverment							11,725.21
519.320 · Engineering							833.10
Bill	12/10/2024	HPC1202-22-02	STROUD ENGINEERING CONSULTANTS	11/24 ENG. FEES	265.20		1,098.30
Total 519.320 · Engineering					265.20	0.00	1,098.30
519.410 · Postage							263.50
Bill	12/10/2024	8-707-11825	FEDEX	8-707-11825	125.89		389.39
Total 519.410 · Postage					125.89	0.00	389.39
519.411 · Telephone							25.00
Bill	12/10/2024	2025-1561	WRATHELL, HUNT & ASSOCIATES. LLC	12/24 MGMT FEE	12.50		37.50
Total 519.411 · Telephone					12.50	0.00	37.50

Heritage Pines CDD
General Ledger
As of December 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
519.414 · ADA Website Compliance							210.00
Total 519.414 · ADA Website Compliance							210.00
519.440 · Rentals and Leases							310.00
Bill	12/10/2024	2025-1561	WRATHELL, HUNT & ASSOCIATES. LLC	12/24 MGMT FEE	155.00		465.00
Total 519.440 · Rentals and Leases					155.00	0.00	465.00
519.450 · Insurance							9,378.00
Total 519.450 · Insurance							9,378.00
519.470 · Printing and Binding							171.66
Bill	12/10/2024	2025-1561	WRATHELL, HUNT & ASSOCIATES. LLC	12/24 MGMT FEE	85.83		257.49
Total 519.470 · Printing and Binding					85.83	0.00	257.49
519.480 · Legal Advertising							122.00
Total 519.480 · Legal Advertising							122.00
519.490 · Contingencies							236.95
General Journal	12/23/2024	3140		SERVICE CHARGE	116.32		353.27
Total 519.490 · Contingencies					116.32	0.00	353.27
519.540 · Annual District Filing Fee							175.00
Total 519.540 · Annual District Filing Fee							175.00
Total 519.000 · Other General Goverment					760.74	0.00	12,485.95
539.000 · Field Maintenance							17,899.05
539.311 · Aquatic Weed Control							3,172.00
Total 539.311 · Aquatic Weed Control							3,172.00
539.340 · Retention Pond Mowing/Weed Cont							11,070.00
Bill	12/10/2024	113024EU	HERITAGE PINES COMMUNITY ASSOCIATION...	11/24 EQUIPMENT USE	11,070.00		22,140.00
Total 539.340 · Retention Pond Mowing/Weed Cont					11,070.00	0.00	22,140.00
539.341 · Dry Retention Pond Refurbish							0.00
Bill	12/10/2024	111624	A-Z TREE SERVICE LLC	PINE REMOVAL	700.00		700.00
Total 539.341 · Dry Retention Pond Refurbish					700.00	0.00	700.00
539.430 · Street Lighting							1,945.67
Bill	12/10/2024	1306910 120524	WITHLACOOCHEE RIVER ELECTRIC COOPER...	1306910 12/05/2024	1,487.67		3,433.34
Bill	12/10/2024	2041547 120324	WITHLACOOCHEE RIVER ELECTRIC COOPER...	2041547 12/03/24	458.00		3,891.34
Total 539.430 · Street Lighting					1,945.67	0.00	3,891.34
539.431 · Irrigation of Pond Banks							1,711.38
Bill	12/10/2024	112224	HERITAGE PINES COMMUNITY ASSOCIATION...	11/24 RECLAIMED WATER	1,760.74		3,472.12
Total 539.431 · Irrigation of Pond Banks					1,760.74	0.00	3,472.12
Total 539.000 · Field Maintenance					15,476.41	0.00	33,375.46
TOTAL					**178,324.27**	**178,324.27**	**0.00**

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
CHECK REGISTER
THROUGH
DECEMBER 2024

Heritage Pines CDD
CHECK REGISTER
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	**CBI**	**12/10/2024**	**WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE**	**101.002 · Suntrust Checking-5304 - NEW**		**-1,945.67**
Bill	1306910 120524	12/10/2024		539.430 · Street Lighting	-1,487.67	1,487.67
Bill	2041547 120324	12/10/2024		539.430 · Street Lighting	-458.00	458.00
TOTAL					-1,945.67	1,945.67
Check	**DD**	**12/31/2024**	**MICHAEL V. WALSH**	**101.002 · Suntrust Checking-5304 - NEW**		**-184.70**
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	**DD**	**12/31/2024**	**KATHLEEN LONERGAN**	**101.002 · Suntrust Checking-5304 - NEW**		**-184.70**
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	**DD**	**12/31/2024**	**ARTHUR RHODES**	**101.002 · Suntrust Checking-5304 - NEW**		**-184.70**
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	**DD**	**12/31/2024**	**CAROL VAUGHAN**	**101.002 · Suntrust Checking-5304 - NEW**		**-184.70**
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Check	**DD**	**12/31/2024**	**STEPHEN PUTMAN**	**101.002 · Suntrust Checking-5304 - NEW**		**-184.70**
				511.110 · Supervisor's Fees	-184.70	184.70
TOTAL					-184.70	184.70
Bill Pmt -Check	**10119**	**12/10/2024**	**A-Z TREE SERVICE LLC**	**101.002 · Suntrust Checking-5304 - NEW**		**-700.00**
Bill	111624	12/10/2024		539.341 · Dry Retention Pond Refurbish	-700.00	700.00
TOTAL					-700.00	700.00
Bill Pmt -Check	**10120**	**12/10/2024**	**FEDEX**	**101.002 · Suntrust Checking-5304 - NEW**		**-125.89**
Bill	8-707-11825	12/10/2024		519.410 · Postage	-125.89	125.89
TOTAL					-125.89	125.89
Bill Pmt -Check	**10121**	**12/10/2024**	**HERITAGE PINES COMMUNITY ASSOCIATION,INC**	**101.002 · Suntrust Checking-5304 - NEW**		**-12,830.74**

Heritage Pines CDD
CHECK REGISTER
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	112224	12/10/2024		539.431 · Irrigation of Pond Banks	-1,760.74	1,760.74
Bill	113024EU	12/10/2024		539.340 · Retention Pond Mowing/Weed Cont	-11,070.00	11,070.00
TOTAL					-12,830.74	12,830.74
Bill Pmt -Check	**10122**	**12/10/2024**	**STROUD ENGINEERING CONSULTANTS**	**101.002 · Suntrust Checking-5304 - NEW**		**-265.20**
Bill	HPC1202-22-02	12/10/2024		519.320 · Engineering	-265.20	265.20
TOTAL					-265.20	265.20
Bill Pmt -Check	**10123**	**12/10/2024**	**WRATHELL, HUNT & ASSOCIATES. LLC**	**101.002 · Suntrust Checking-5304 - NEW**		**-3,558.32**
Bill	2025-1561	12/10/2024		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
				519.470 · Printing and Binding	-85.83	85.83
TOTAL					-3,558.32	3,558.32

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT
INVOICES

11/16/2024

INVOICE

352-345-3050

	Customer	Site Address	Notes
	Chuck Adams	Heritage Pines	

Qty	Description	Unit Price	Line Total
	1 lg pine removed		400
	1 med pine removed		300
		Total	$700.

Make all checks payable to:
A-Z Tree Service LLC
9901 Ideal Ln
Hudson FL 34667
Thank you for your business!

539.341
001

Archana Gujja

From: Chuck Adams
Sent: Monday, November 18, 2024 8:15 AM
To: HeritagePinesCDD
Subject: FW: Pond
Attachments: inv chuck heritage pines.docx

Dry Retention Pond refurbishment/planting

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: alick dean <alickazlandscapesllc@yahoo.com>
Sent: Saturday, November 16, 2024 3:33 PM
To: Chuck Adams <adamsc@whhassociates.com>
Subject: Re: Pond

Hi Chuck this was never billed we removed 2 pines please see attached invoice thank you

Alick Dean
A-Z Tree Service,LLC
352-345-3050
AlickAZLandscapesLLC@yahoo.com

On Tuesday, August 6, 2024 at 04:40:40 PM EDT, alick dean <alickazlandscapesllc@yahoo.com> wrote:

OK, it's on schedule at the other one thank you
Sent from my iPhone

On Aug 6, 2024, at 4:22 PM, Chuck Adams <adamsc@whhassociates.com> wrote:

Perfect, please make it happen ...thx

Chesley 'Chuck' Adams Jr.
Director of Operations
Wrathell, Hunt and Associates, LLC

(239) 464-7114 (c)

From: alick dean <alickazlandscapesllc@yahoo.com>
Sent: Tuesday, August 6, 2024 3:44:08 PM

FedEx®

Invoice Number	Invoice Date	Account Number
8-707-11825	Dec 10, 2024	XXXX-X241-6

FedEx Tax ID: 71-0427007

Billing Address:
HERITAGE PINES CDD
BOCA RATON FL 33431-8556

Shipping Address:
FRAUD--HERITAGE PINES CDD
BOCA RATON FL 33431-8556

Invoice Questions?
Contact FedEx Revenue Services
Phone: 800.645.9424
M-F 7-5 (CST)
Internet: fedex.com/usgovt

Invoice Summary

FedEx Express Services

Total Charges	USD	$125.89
TOTAL THIS INVOICE	**USD**	**$125.89**

519.410
001

Other discounts may apply.

To pay your FedEx invoice, please go to www.fedex.com/payment. Thank you for using FedEx.

Important Service Message:
Ensure the safety of your shipments by keeping your account information secure. Avoid sharing your FedEx account details with unauthorized personnel.

FedEx Express Shipment Summary By Payor Type

FedEx Express Shipments (Original)

Payor Type	Shipments	Rated Weight lbs	Transportation Charges	Special Handling Charges	Ret Chg/Tax Credits/Other	Discounts	Total Charges
Third Party	8	15.0	71.49	54.40			125.89
Total FedEx Express	**8**	**15.0**	**$71.49**	**$54.40**			**$125.89**

TOTAL THIS INVOICE **USD** **$125.89**

FedEx Express Shipment Detail By Payor Type (Original)

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527861547	Kelly Sadlier	Stephen Putman	
Service Type	FedEx Priority Overnight	WHA	HUDSON FL 34667 US	
Package Type	FedEx Pak	BOCA RATON FL 33431 US		
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:25	Fuel Surcharge		1.00
Svc Area	A3	Residential Delivery		5.80
Signed by	see above	Demand Surcharge		0.00
FedEx Use	000000000/364522/02	**Total Charge**	**USD**	**$15.24**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527862175	Kelly Sadlier	Kim Norton	
Service Type	FedEx Priority Overnight	WHA	Heritage Pines Country Club	
Package Type	FedEx Pak	BOCA RATON FL 33431 US	HUDSON FL 34667 US	
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:29	Fuel Surcharge		0.59
Svc Area	A3	Demand Surcharge		0.00
Signed by	M.Elanie			
FedEx Use	000000000/364522/_	**Total Charge**	**USD**	**$9.03**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527862473	Kelly Sadlier	Mr.Kurt D. Heath, P.E.	
Service Type	FedEx Priority Overnight	WHA	Stroud Engineering Consultants	
Package Type	FedEx Pak	BOCA RATON FL 33431 US	ODESSA FL 33556 US	
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 09:35	Fuel Surcharge		1.00
Svc Area	A2	Residential Delivery		5.80
Signed by	see above	Demand Surcharge		0.00
FedEx Use	000000000/364522/02	**Total Charge**	**USD**	**$15.24**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527862727	Kelly Sadlier	Arthur Rhodes	
Service Type	FedEx Priority Overnight	WHA	Heritage Pines CDD	
Package Type	FedEx Pak	BOCA RATON FL 33431 US	HUDSON FL 34667 US	
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:36	Fuel Surcharge		1.00
Svc Area	A3	Residential Delivery		5.80
Signed by	see above	Demand Surcharge		0.00
FedEx Use	000000000/364522/02	**Total Charge**	**USD**	**$15.24**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527863712	Kelly Sadlier	Carol E. Vaughan	
Service Type	FedEx Priority Overnight	WHA	HUDSON FL 34667 US	
Package Type	FedEx Pak	BOCA RATON FL 33431 US		
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:45	Fuel Surcharge		1.00
Svc Area	A3	Residential Delivery		5.80
Signed by	see above	Demand Surcharge		0.00
FedEx Use	000000000/364522/02	**Total Charge**	**USD**	**$15.24**

FedEx®

Invoice Number	Invoice Date	Account Number	Page
8-707-11825	Dec 10, 2024	XXXX-X241-6	4 of 4

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527864557	Kelly Sadlier	Kathleen Lonergan	
Service Type	FedEx Priority Overnight	WHA	HUDSON FL 34667 US	
Package Type	FedEx Pak	BOCA RATON FL 33431 US		
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:23	Fuel Surcharge		1.00
Svc Area	A3	Residential Delivery		5.80
Signed by	see above	Demand Surcharge		0.00
FedEx Use	000000000/364522/02	**Total Charge**	**USD**	**$15.24**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770527864833	Kelly Sadlier	MICHAEL WALSH	
Service Type	FedEx Priority Overnight	WHA	HUDSON FL 34667 US	
Package Type	FedEx Pak	BOCA RATON FL 33431 US		
Zone	02			
Packages	1			
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge		8.44
Delivered	Dec 06, 2024 11:37	Fuel Surcharge		1.00
Svc Area	A3	Residential Delivery		5.80
Signed by	M.Ichael	Demand Surcharge		0.00
FedEx Use	000000000/364522/_	**Total Charge**	**USD**	**$15.24**

Ship Date: Dec 05, 2024 **Cust. Ref.:** HERITAGE PINES CDD 12.10 **Ref.#2:**
Payor: Third Party **Ref.#3:**

Fuel Surcharge - FedEx has applied a fuel surcharge of 14.25% to this shipment.
Distance Based Pricing, Zone 2
Package Delivered to Recipient Address - Release Authorized

Automation	INET	**Sender**	**Recipient**	
Tracking ID	770528359403	Kelly Sadlier	Chuck Adams-Cleo Adams	
Service Type	FedEx Priority Overnight	WHA	NORTH FORT MYERS FL 33917 US	
Package Type	FedEx Box	BOCA RATON FL 33431 US		
Zone	02			
Packages	1			
Rated Weight	8.0 lbs, 3.6 kgs	Transportation Charge		12.41
Delivered	Dec 06, 2024 11:31	Fuel Surcharge		1.66
Svc Area	A3	Residential Delivery		5.80
Signed by	see above	DAS Residential		5.55
FedEx Use	000000000/364552/02	Demand Surcharge		0.00
		Total Charge	**USD**	**$25.42**

Third Party Subtotal	**USD**	**$125.89**
Total FedEx Express	**USD**	**$125.89**

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: 21423356
Billing Date: 11/22/2024
Billing Period: 10/7/2024 to 11/6/2024

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, 2024.
Please visit bit.ly/pcurates for additional details.

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	13349042	10/7/2024	420803	11/6/2024	436927	30	16124

Usage History

	Water
November 2024	16124
October 2024	15672
September 2024	19436
August 2024	13446
July 2024	19293
June 2024	11842
May 2024	21662
April 2024	16467
March 2024	14023
February 2024	12290
January 2024	12038
December 2023	17297

Transactions

Previous Bill		6,112.08
Payment 11/14/24		-6,112.08 CR
Balance Forward		0.00
Current Transactions		
Reclaimed		
Reclaimed	16,124 Thousand Gals X $0.39	6,288.36
Total Current Transactions		6,288.36
TOTAL BALANCE DUE		**$6,288.36**

6,288.36 X 28% = 1,760.74

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	6,288.36
Total Balance Due	**$6,288.36**
Due Date	**12/9/2024**

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

The Total Due will be electronically transferred on 12/09/2024.

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: December 1, 2024

539.340
001

To: Heritage Pines CDD

Attn: Chuck Adams

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

Service Agreement

Monthly Fee	$11,070.00
Total	

Thank you

Herb Hurley, GM

Heritage Pines Community Assoc.

STROUD
Engineering Consultants

Transmittal Letter

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

December 2, 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 25)

Job Number: HPC 12-02-22

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	12-02-24	Consultant Invoice (Period of 11/1/24 to 11/30/24)

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 November 30, 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.

STROUD
Engineering Consultants

10503 Cyndee Ln.
Odessa, Florida 33556
813-760-1964

INVOICE #HPC1202-22-02
Date: December 2, 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. 22 - Misc. Engineering Services (FY 2025)
(Period of 11/1/24 through 11/30/24)

DESCRIPTION	% COMPLETE	FEE	AMOUNT
Task 1 – Project Engineering Services ** See Attached Hourly Breakdown	100.0	$265.20	$265.20

Total Completed to Date	**$265.20**
Total Previously Invoiced	**$0.00**
Total Due This Invoice (Net 30)	**$265.20**

519.320
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Kurt D. Heath, PE
Stroud Engineering Consultants, Inc.

INVOICE BREAKDOWN

(Period of 11/1/24 through 11/30/24)

Task 1 - Miscellaneous Engineering Services

Labor Description	Date	Hours	Rate		Amount	
General/Miscellaneous Tasks						
Performed site visit w/ Brian F., Carol V. to evaluate tree damage, requested cleanup scope of work at NWRA 33	11/26	3.0	$	75.00	$	225.00
Labor Total					**$**	**225.00**
Expenses Description						
Mileage (@ 1 site visit)						60
Mileage Rate					$	0.670
Expenses Total					**$**	**40.20**
Total Billing Period Cost for Task 1					**$**	**265.20**

Wrathell, Hunt & Associates, LLC
2300 Glades Rd.
Suite 410W
Boca Raton, FL 33431

Invoice

Date	Invoice #
12/1/2024	2025-1564

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	85.83
	001	

Building client relationships one step at a time ...

Total $3,558.32

WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE, INC.
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	12/05/2024
Amount Due	1,487.67
Current Charges Due	12/27/2024

District Office Serving You
Bayonet Point

See Reverse Side For More Information

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

ELECTRIC SERVICE

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

Comparative Usage Information

Period	Days	Average kWh 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 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance		1,487.67
Payment	1,487.67CR	
Balance Forward		0.00
Light Energy Charge	143.98	
Light Support Charge	105.40	
Light Maintenance Charge	235.90	
Light Fixture Charge	281.80	
Light Fuel Adj 5,162 KWH @ 0.03800	196.16	
Poles(QTY 103)	513.00	
FL Gross Receipts Tax	11.43	
Total Current Charges		1,487.67
Total Due Please Pay		1,487.67

539.430
001

Lights/Poles	Type/Qty		Type/Qty		Type/Qty		Type/Qty		Type/Qty	
	105	76	205	19	305	6	455	3	960	9
	150	3	270	4	360	1	910	94		

WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE, INC.
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: 12/05/2024

Use above space for address change ONLY.

District: BP04

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	**12/27/2024**
TOTAL CHARGES DUE	**1,487.67**
Total Charges Due After Due Date	**1,509.99**

000130691000014876700015099906

WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE, INC.
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	**12/03/2024**
Amount Due	**458.00**
Current Charges Due	**12/23/2024**

District Office Serving You
Bayonet Point

See Reverse Side For More Information

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

ELECTRIC SERVICE

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

Comparative Usage Information

Period	Days	Average kWh 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 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance		458.00
Payment	458.00CR	
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

WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE, INC.
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: 12/03/2024

Use above space for address change ONLY.

District: BP02

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	**12/23/2024**
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 December 10, 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
Michael Walsh	Assistant Secretary
Stephen Putman	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.

Supervisors Lonergan and Vaughn and Supervisors-Elect Rhodes, Walsh and Putman 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 **Administration of Oath of Office to Newly Elected Supervisors [Arthur Rhodes - Seat 1, Stephen Putman – Seat 2, Michael Walsh - Seat 3] (the following to be provided in a separate package)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Rhodes, Mr. Putman and Mr. Walsh. He provided and explained the following items:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

Mr. Adams discussed registration with the Commission on Ethics, filing Form 1 electronically and the requirement for all current and incumbent Board Members to complete four hours of ethics training by the December 31, 2024; this requirement will not apply to Mr. Putman until 2025, as he did not previously serve on the Board. Use of CDD email, recordkeeping and public records requests were discussed.

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

Mr. Adams discussed the Sunshine Law, which prohibits Board Members from discussing or communicating about any current or potential CDD business outside of a noticed public meeting; this includes all kinds of interactions and communications including in person, electronically, social media and via intermediaries.

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-01, Electing and Removing Officers of the District, and Providing for an Effective Date**

Mr. Adams presented Resolution 2025-01.

Mr. Walsh nominated the following:

Kathleen Lonergan Chair

Arthur Rhodes	Vice Chair
Michael Walsh	Assistant Secretary
Carol Vaughan	Assistant Secretary
Stephen Putman	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Janice Benedetti	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Chuck Adams	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Adopting an Amended Budget for Fiscal Year 2023/2024, Providing for Appropriations; Addressing Conflicts and Severability; And Providing for an Effective Date**

Mr. Adams presented Resolution 2025-02. It is necessary to amend the Fiscal Year 2024 budget to reflect the major expenditure related to the new lawnmower. He reviewed additional changes to the Fiscal Year 2024 budget and stated that columns were added to show “Actual” versus “Adopted Budget” and “Proposed Increase/(Decrease)” expenditures. The “Operations and maintenance - Contingencies” line item was increased by $20,000 in case additional journal entries occur; these funds will remain in Surplus Fund Balance if not needed.

Ms. Lonergan stated that she received a letter indicating that the CDD will receive a refund of $1,298 from the Tax Collector's Office; this amount accounts for the difference between the actual and the amended budget.

On MOTION by Mr. Walsh and seconded by Mr. Putman, with all in favor, Resolution 2025-02, Adopting an Amended Budget for Fiscal Year 2023/2024, Providing for Appropriations; Addressing Conflicts and Severability; And Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS Update: Operations Activities

Mr. Adams stated that some cleanup is ongoing; while Brian was working in the area, he was asked to look at the area at 33.

Mr. Adams presented a proposal requested by Ms. Vaughan for additional cleanup at 33.

Discussion ensued regarding the scope of work based on the site visit, which includes perimeter cleanup, removal of dead trees and mulching.

Ms. Lonergan asked for maps to be provided to Mr. Putman.

Mr. Adams stated the invoice will be paid upon completion.

Ms. Lonergan noted that the area from the wall to the white stakes is CDD property and asked for that area to be cleared up.

Mr. Heath stated there is a natural wetland in the center of the area; on the western side there is some separate excavated retention area. The portion on the south side is difficult to mow with equipment. The optional scope of work is related to cleanup with weed whackers in the dry retention slope area, which is recommended, although it does not impede drainage.

On MOTION by Mr. Walsh and seconded by Mr. Putman, with all in favor, the proposal for additional cleanup at 33, including the optional scope of work, was approved.

Ms. Vaughan noted that some mulch was installed and asked which is cheaper, mulch or brown bark wood chips. Mr. Hurley stated the wood chips are free; additional mulching will occur in early spring. Ms. Vaughan voiced her opinion that additional mulch is needed.

It was noted that native grasses at Hole 2 are dwindling and disappearing. Asked if some of it will be replaced, Mr. Gatz stated he will inspect the area and advise.

EIGHTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of October 31, 2024**

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2024. He stated the BankUnited Insured Cash Sweep (ICS) investment account was established; he believes the 4.75% initial interest rate has dropped to 4.25%.

Ms. Vaughan asked if anything further can be done with the pond area by Rolling Hills. Mr. Adams stated that both the big pond and 3 are treated three times annually by the new company, Premier Lakes. The contract began December 1, 2024; the CDD is in dormancy now and the next treatments will be applied in March and July 2025.

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, the Unaudited Financial Statements as of October 31, 2024, were accepted.

NINTH ORDER OF BUSINESS **Approval of October 15, 2024 Regular Meeting Minutes**

Ms. Lonergan presented the October 15, 2024 Regular Meeting Minutes.

The following changes were made:

Lines 71, 149, 164 and 165: Change “Gatz” to “Hurley”

Line 99: Change “Walsh” to “Rhodes”

On MOTION by Mr. Walsh and seconded by Ms. Vaughan, with all in favor, the October 15, 2024 Regular Meeting Minutes, as amended, were approved.

- **To Do Action Items List**

Items 16 and 18 were completed.

Item 3: Change “SOLitude” to “Premier”

Item 17: Change “Pond” to “Hole”

Regarding Item 19, Mr. Heath stated that he needs the resident’s address. Ms. Lonergan stated curbing does not affect drainage; unless it is severely damaged, curbing is generally not replaced.

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 will address the retention area in 33 and investigate a tree issue.

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

- **NEXT MEETING DATE: February 18, 2025 at 2:00 PM**
  - **QUORUM CHECK**

A workshop will be scheduled to provide Mr. Putman and any interested parties an overview about CDDs. The workshop will be on February 18, 2025 at 1:00 p.m.

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

A resident asked what the CDD’s mindset is regarding supporting the new building that Heritage Pines is building. He asked if the CDD will consider supporting infrastructure or financing. Mr. Adams stated the matter has not come before the Board yet. There is the potential for CDD support; he had a very brief conceptual conversation with the General Manager over one year ago. He noted that the CDD needs to be protective of the front gate due to the CDD’s utilization of tax-exempt financing.

Ms. Lonergan stated the CDD needs to know exactly what support he is looking for. She stated that this topic could be discussed at the workshop if the Board Members choose.

TWELFTH ORDER OF BUSINESS Supervisors' Requests

There were no Supervisors' requests.

THIRTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Vaughan and seconded by Mr. Rhodes, with all in favor, the meeting adjourned at 2:34 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

___________________________ ______________________________

Secretary/Assistant Secretary Chair/Vice Chair

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 east & west EDRAs, before mulching. **Revised 09.08.20** Ponds 15A & 15B: Inspect sparse plant bed. **Revised 12.01.20** Mr. Gatz: Install plants instead of sod near Pond 15A, add sod to ease erosion. **Revised 04.19.22** Mr. Gatz: Submit proposal to install sod at EDRA #21 & Pond 15A.	ONGOING	
3	07.14.20	Premier: 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. **10.15.24** Mr. Heath: Monitor cleanup schedule with Brian.	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	09.21.21	Mr. Gatz: Get sod proposal EDRA #58. **09.21.21** Added back follow-up: Replace sod by maintenance shed. **12.06.22** Mr. Gatz: Order extra sod to recently approved proposal.	ONGOING	
8	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	
9	10.17.23	Mr. Adams: Copy BOS on issues addressed; remind BOS not to copy other Board Members if they respond.	ONGOING	

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

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
10	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. **09.17.24:** Sign repair completed; painting remains. Twice-annual mulching of entire park will begin October 2024. Determine area of placement for additional bench. **10.13.24** Mr. Gatz: Ask Gary if bench was installed.	ONGOING	
11	12.05.23	Mr. Gatz: Have debris at EDRA #10 behind Woodfield Village, picked up every other day.	ONGOING	
12	04.16.24	Mr. Heath: Address erosion at home on Eagle Bend. Area was inspected cause of erosion unclear. $12,000 bid received; given high cost, addressing the issue in-house is advised.	ONGOING	
13	06.18.24	Mr. Heath: Inspect area on Wayside Willow Court and broken inlet box top exiting Community Center west parking lot.	ONGOING	
14	07.16.24	Mr. Adams: Email bank statements to Mr. Rhodes and ensure he is on distribution list.	ONGOING	
15	07.16.24	Mr. Heath: Check with Brian when the invasive trees will be removed from NWRA #33. **09.17.24:** The area was inspected; most of the scope of work was completed but some additional invasives will be removed. Mr. Adams will confirm when A to Z will remove two trees hanging over houses. **12.10.24:** Proposal approved including additional scope of work.	ONGOING	
16	09.17.24	Mr. Heath: Monitor & address issues with residence on Hole 16 that installed a pool and cage for possible encroachment on the EDRA and significant damage to the bank in the EDRA.	ONGOING	
17	10.15.24	Mr. Heath: Inspect curbing in front of Ms. Welsh's residence. **12.10.24:** Street address needed.	ONGOING	
18	12.10.24	Mr. Gatz: Inspect dwindling native grasses on Hole 2; advise is grasses will be replaced.	ONGOING	
19				
20				

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

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
1	10.17.23	Mr. Gatz: New mowing equipment purchased; delivery anticipated in April 2024.	COMPLETED	02.20.24
2	12.05.23	Mr. Heath: Get estimate for gap on top of the structure overflow grate Pond 15A, by Paleo Park.	COMPLETED	02.20.24
3	12.05.23	Mr. Adams: Invest CDD funds utilizing the Bank United ICS Money Market investment option.	COMPLETED	02.20.24
4	02.20.24	Mr. Heath: Inspect NWRA #47 at #18 reserve area to determine if four dead trees can be removed.	COMPLETED	04.16.24
5	02.20.24	Mr. Heath: Request price to survey & re-stake area of NWRA #33 with overgrown vegetation.	COMPLETED	04.16.24
6	02.20.24	Mr. Adams: Request that Audit be presented for consideration at the April meeting.	COMPLETED	04.16.24
7	04.16.24	Staff: Coordinate Torrey Pines Court cul-de-sac repair for $450; it was completed amount immediately after the April 16, 2024.	COMPLETED	06.18.24
8	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.	COMPLETED	06.18.24
9	04.16.24	Mr. Hurley: Revise HPCA Landscape Maintenance Proposal and Agreement.	COMPLETED	06.18.24
10	09.21.21	Mr. Heath: Inspect filled 11701 & 11705 Scenic Hills Blvd area once water level drops.	Completed	07.16.24
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 wants the grass cut.	Completed	07.16.24
12	06.21.22	Ms. Lonergan/Mr. Walsh: Participate in pipe inspection w Gatz & Heath during dry season.	Completed	07.16.24
13	04.16.24	Mr. Adams: Request a proposal for stocking tilapia.	Completed	07.16.24
14	04.16.24	Staff: Remind employees to pick up any trash they observe in pond areas.	Completed	07.16.24
15	06.18.24	Mr. Gatz: Obtain proposals to remove some brush and trees in front of benches at Paleo Pond.	Completed	07.16.24
16	06.18.24	Mr. Adams: Present Annual Audit at future meeting.	Completed	07.16.24
17	06.18.24	HP Staff: Obtain quotes and have area(s) without "Miami" curbs addressed.	Completed	10.15.24
18	09.17.24	Mr. Adams: Review the implication of the outside candidates as to the alleged hostile relationship, and why, as per Mr. Steele, there are "HP Board Members and HP Officers" who may be undermining our contractual relationship. District Counsel to provide a legal opinion.	Completed	10.15.24

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

#	DATE ADDED TO LIST	DESCRIPTION	STATUS	DATE MOVED TO COMPLETED
19	09.17.24	Mr. Adams: Present Bank United investment account options.	COMPLETED	12.10.24
20	10.15.24	Mr. Adams: Send Termination Letter to SOLitude and prepare contract with Premier Lakes.	COMPLETED	12.10.24
21				
22				
23				
24				
25				

HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

HERITAGE PINES COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION *Heritage Pines Country Club Meeting Room* *11524 Scenic Hills Boulevard, Hudson, Florida 34667*		
DATE	**POTENTIAL DISCUSSION/FOCUS**	**TIME**
October 15, 2024	**Regular Meeting**	**2:00 PM**
December 10, 2024*	**Regular Meeting**	**2:00 PM**
February 18, 2025	**Regular Meeting**	**2:00 PM**
April 15, 2025	**Regular Meeting**	**2:00 PM**
June 17, 2025	**Regular Meeting**	**2:00 PM**
July 15, 2025	**Public Hearing & Regular Meeting**	**2:00 PM**
September 16, 2025	**Regular Meeting**	**2:00 PM**

Exception

**December meeting is one (1) week earlier to accommodate the Christmas Day holiday.*