

MINUTES OF MEETING

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Wednesday, April 12, 2017 at 8:00 a.m.

Ayersworth Glen Clubhouse

11102 Ayersworth Glen Blvd.

Wimauma, Florida 33598

Board Members present at roll call:

Al Thomka	Board Member
Jeff Jones	Board Member
Evelyn Blue	Board Member
Elizabeth Brown	Board Member
Justin Fuller	Board Member

Also, Present:

Roy Van Wyk	Hopping Green & Sams
Jane Gaarlandt	Fishkind & Associates, Inc.
William Viasalyers	Fishkind & Associates. Inc.
Regina Plantikow	Field Manager

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 8:00 a.m. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Gaarlandt explained that this public comment period is for any public comment related to the specific agenda items; there is another public comment period after the regular agenda for anything else. She requested that the residents, who wish to speak, state their name, and limit their time to three minutes. There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the March 8, 2017 Board of Supervisors' Meeting

Ms. Gaarlandt asked if there were any comments or edits.

On MOTION by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved the minutes of the March 8, 2017 Board of Supervisors Meeting, as presented.

FOURTH ORDER OF BUSINESS

**Review of Common Area
Landscape Maintenance**

a) Irrigation System Report

Mr. Swanson provided a status report on the irrigation and noted that the one well pump had failed. He explained that District needs all three wells and without one well his crew has to spread out the water that is available. With one well not working the District need more water. Mr. Swanson noted that they also moved pump 15. He noticed that the sod is being installed this morning around Phase 3.

FIFTH ORDER OF BUSINESS

**Review of Common Area
Maintenance**

a) Aquatic Systems

b) KBR Pool

Ms. Gaarlandt noted that going forward the agenda packets will also include general maintenance reports showing the various vendor schedules.

Ms. Plantikow explained she was on the phone with a resident and Josh from Aquatic Systems and they had a detailed conversation about the vegetation in the pond. Aquatic Systems came out and provided a proposal to remove the non-native species and decaying material that are in the pond, but since the last rain a lot of the decayed material has gone down to the bottom of the pond. When Greg, the technician from Aquatic Systems, was on site this week he mentioned that the pond looks a lot better. Ms. Plantikow noted that as they get into warmer weather the vegetation will grow and it won't look so dormant.

SIXTH ORDER OF BUSINESS

**Consideration of Proposals for
Perimeter Fence, Phase 3C**

Ms. Gaarlandt explained that Lennar requested that the project goes through the District, however, Lennar will be funding it. Mr. Van Wyk noted that there are two proposal in the agenda and they are completion requirements for Phase 3C that must be done. One is the mail box kiosk and this one is the fencing around the same area. The District's agreement with Lennar contemplates that they can either pay the District and the District will have the contract or they can contract directly.

On Motion by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved the Proposal from Fence Outlet for Perimeter Fence, Phase 3C.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Mail Kiosk, Phase 3C

Ms. Gaarlandt requested approval of a proposal for the mail kiosk for Phase 3C.

On Motion by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved the Proposal from Onsite for Mail Kiosk for Phase 3C.

EIGHTH ORDER OF BUSINESS

Consideration of Swanson Proposal for Phase 3A Landscape Maintenance Service

Ms. Gaarlandt explained that it has been anticipated that the District needs to include Phase 3A in the regular landscape maintenance. Mr. Swanson noted that the proposal assumes that all the areas are St. Augustine grass, the cost will be somewhat less if some of the areas are Bahia. The proposal will also be prorated based on the starting date. Ms. Blue asked if someone will check what kind of grass is being put in. Mr. Viasalyers checked with Mr. Allende and responded that they are putting in St. Augustine between the street and the curb but he does not know what they will do in the other area.

On Motion by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved the Swanson Proposal for Phase 3A Landscape Maintenance Service.

NINTH ORDER OF BUSINESS

**2017 Budget Discussion /
Prioritizing and Allocating Funds
a) Additional Security measures
b) Splash Pad**

Pump Replacement:

Mr. Swanson explained that he had the well work to replace the failed pump bid two ways so that the Board could have them for comparison and explained each of the options to the Board. The \$6,111.38 proposal gets all the issues corrected. The pump is located on a homeowner's property and in order to change the location the District will have to relocate it and drill an entirely new well and it would cost approximately \$23,000.00. Ms. Blue noted that the District discussed it 6 years ago and agreed then that it was not cost effective. Mr. Swanson noted that the bid from the well company does not address backflow issues. The other two wells do have back flows, however, this well does not. It is approximately \$500.00 for the backflow. He noted that the other item that needs to be considered is the cycle stop valve as there is no way to test if it is good or bad, however, the likelihood that it is bad is low. He noted that the \$6000,00 cost plus the \$500.00 cost for the backflow should get the well up to code and working. They will have to remove a portion of the fence of the homeowner's yard and replace it when the well work is done, which should all be done in a day. They will work with the homeowner about keeping their dog inside. Ms. Gaarlandt noted that there is an easement agreement in place that allows the District access to the property, but homeowner will be notified as well.

On Motion by Ms. Blue, seconded by Mr. Thomka, with all in favor, the Board approved the well proposal for a not-to-exceed amount of \$7,500.00.

Mr. Viasalyers mentioned that he has information about the grass in Phase 3A. Bahia will be used in the center and St Augustine in the sidewalk and curb areas. Mr. Swanson noted that he will re-work the proposal, which will be a little bit less by 10%-15%.

Stenner Pump and Chemical Tanks, Pool GFI Outlet:

Mr. Viasalyers explained that the reason the District keeps having problems with algae blooms because there is not enough chlorine going in to the pool and KBR Pools was out for the 2nd time in 5-6 weeks to clean. Without the additional the pump, KBR will have to come out every 5-6 weeks to treat the algae bloom. He noted that in the long run it will save the District money and save everybody from a health risk. It would cost \$1,275.00 to install the additional pumps and chlorine Tank, and \$266-\$299 for the additional outlet. The work can be completed within a week after it is approved. Ms. Gaarlandt noted that at this point in time there is room in the budget for the improvement to the pool.

On Motion by Ms. Blue, seconded by Mr. Thomka, with all in favor, the Board approved KBR Pool Services proposal to add additional Pumps for Chlorine and All Stars' proposal to install the G Receptacle.

Proposal for Pond 7:

The Board reviewed Aquatic System proposal for additional plants on Pond 7.

On Motion by Ms. Blue, seconded by Mr. Thomka, with all in favor, the Board approved Aquatic Systems' Plant Proposal for Pond 7 in the amount of \$1,210.00 subject to inspection of the pond by Mr. Amaden.

Pond Trimming to Restore View:

The Board reviewed the proposal from Swanson & Sons for pond trimming. The resident's concern is the view from his backyard. Mr. Swanson explained that the Pepper trees have grown as close to the waterline as they ever will, so the resident will not lose any more of his view, but to cut it back and keep it at that level would require ongoing maintenance and because it is a conservation area and it is close to a water line they are limited as to what kind of herbicide and equipment they can use. Ms. Blue is concerned about trimming the pond back when it is considered a conservation area and explained that when residents move in they are informed that this is conservation area and it is not to be touched, and she does not feel comfortable spending the community's money continuously cutting this back. The Board will let the resident know that they spoke about it at a Board meeting and that the plant life will not grow anymore and if it does the Board will revisit the issue. Ms. Gaarlandt suggested that the District come up with a standard letter for all residents explaining the conservation area as they get multiple requests from residents to cut it down. Ms. Blue suggested including it in a newsletter about the protection of those areas. The District will revisit this issue in 6 months.

Conference Phone:

Ms. Gaarlandt explained that feedback from people attending by phone is that they cannot hear anything that is being said in the room and the recorder cannot pick up what is being said by people on the phone. A discussion took place about buying a new conference phone unit. Ms. Blue requested that the District purchase a unit that has two expansion microphones and a minimum 1-year warranty and not to exceed \$300.00.

On Motion by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved a new Conference phone Unit with two microphone extensions and a 1-year warranty minimum for a not-to-exceed amount of \$300.00.

Splash Park Cabana Update:

Ms. Plantikow had the cabana's bid individually. Each cabana is \$8,239.00 and most of that is the shade. She was told that these shades will withstand anything that a roof will. It was discussed that the District will put them on the pavers instead of pouring additional concrete in order to save on the cost and there is sufficient room on the pavers to do so. Ms. Blue asked how much just the footers would cost. Ms. Plantikow will check the pricing

for the footers. Mr. Thomka is not in favor due to the cost. Ms. Blue responded that there are not enough shaded areas in the existing pool area, and the splash park will not have any shaded areas so she thinks it is something that the District needs to consider. Ms. Plantikow said that it is shown with a bench but suggested putting a couple of tables and chairs instead. The Board looked at different options for the shade of the cabana. They will provide income to the CDD when rented out. A discussion took place about how to manage issues with renting out the cabanas. Ms. Plantikow noted that there could be an attractive chain system on the cabanas and security can monitor them as well. Ms. Blue asked Ms. Plantikow to get the final price on the splashpad as soon as possible. Ms. Plantikow contacted Seven Oaks because they have about the same size splash park as they do and she spoke to Theresa, she did not have numbers but Ms. Plantikow went into public records to check but their utility cost for recreation was bundled into one lump sum with a total utility cost of \$16,000.00. Ms. Gaarlandt noted that she has tried with the utility companies to get estimates but they will not provide those. Ms. Blue asked if the \$8,000.00 included footers and Ms. Plantikow confirmed that it does include footers. Ms. Plantikow will find out the cost of the footers. Ms. Blue requested a breakdown of the first section, a breakdown of the maintenance, and a solid price so that they can make a decision. Ms. Plantikow will find out the max capacity for the pool. The Board considered sending out another survey regarding the Splash Park. Ms. Plantikow commented that when she sends out an email blast she typically gets only a few hundred responses. Ms. Blue suggested that she use Survey Monkey which is a free app for surveys which will make it easier for residents and for her. Ms. Plantikow will ask for a bid for shellock pavers that are specially for wet areas and do not need to be sealed.

Additional Security Measures:

Ms. Gaarlandt referred to the budget behind tab 9 of the agenda and noted that due to budget issues with the carry over that were discussed previously it was originally considered to cut Security, so whatever the District does will have to come out of the contingency budget and not out of the line item for Security. Mr. Viasalyers explained that the Security costs are a rough estimate. Mr. Jones noted at the last meeting there were concerns about minors vandalizing at the pool, restrooms, and playground and he suggested offering an award to someone that comes forward with information about the individuals involved. Mr. Fuller said that might help the District with figuring out who vandalized the property but going forward it will most likely not help preventing it from happening again. It was suggested gating the entrances of the community. Ms. Blue said she likes the idea but a gate breaks down a lot and it is easy to open it up for other people. Mr. Van Wyk noted that these are public roads and the only gate the District could put in is a soft gate, which would have to be manned and the cost of that would be high. You can record their tag information but you cannot deny anyone access. At the last meeting, there were suggestions for cameras. Ms. Gaarlandt said that they have worked on getting a proposal since the last meeting, but the vendor has not yet responded. It is generally extremely difficult to get vendors to respond. As for the surveillance company, they cannot give a proposal without knowing what the camera system is. Ms. Plantikow noted that after the last incident she changed the pool and gym codes and that put a stop to the issue, at least for now. She is hosting a basketball tournament for the kids to help them feel part of the

community so that they don't allow others to come in and destroy what they have. The Board reviewed the proposal for the additional fencing totalling \$43,000.00 for the splash park, the playground area, and a dog park. Ms. Gaarlandt noted that as far as implementing the ID card system, the additional fencing does not have to be done at the same time, because the wiring for the card access is already in place for much of it. Ms. Plantikow explained the card system to the Board. The scan card will tell her who is coming in and she will know if there is an issue with a resident and e would have the ability to lock that card out for a period of time. In her opinion the code is inefficient and does not work; the security cameras are a great idea but someone has to monitor that. Ms. Blue asked if the door beeps if it stays open too long. Ms. Gaarlandt will verify that an alarm will sound and noted that the card will only be able to be scanned once within a certain period of time. Ms. Blue suggested sending a warning to resident via email about abuse of the access card and explain that it will be locked if it happens again. Mr. Van Wyk explained the proper process for denying access to residents. A discussion took place.

On Motion by Ms. Blue, seconded by Ms. Brown, with all in favor, the Board approved the Brandon Lock & Safe proposal for the Key Card Security System in the amount of \$7,696.00.

Ms. Plantikow will lay out the process for the residents to come in to take their photo for the access card. It was mentioned that the Board Members could volunteer on those day because residents might have questions. Ms. Blue reminded the Board that they are not allowed to discuss District business outside of a public meeting because it is a violation of the Sunshine Law, however, they can answer questions. Ms. Plantikow noted that she does have some volunteers in the community.

The Board noted that they need to wait on approving benches and trashcans until they know what the Splash Pad will cost. Mr. Thomka asked if the Splash Park included the installation of the pavers or if the CDD is paying for that separately Ms. Blue confirmed it is included. There were two surveys sent out about the Splash Park, one was whether the residents wanted it and the other was what water features they wanted.

Ms. Gaarlandt mentioned that another big ticket item is the drinking fountain at the basketball court. Ms. Blue said that she would rather wait considering additonal spending until the District gets final numbers on the Splash Park. Ms. Gaarlandt said that she will bring the original survey back to the meeting next month and noted that about 80% of the residents wanted the Splash Park. The Board asked Ms. Plantikow to survey the residents when they have their photo taken for the key card.

Ms. Gaarlandt noted that these were previously approved.

On Motion by Ms. Blue, seconded by Mr. Jones, with all in favor, the Board approved ratification of Payment Authorization Numbers 396-400.

ELEVENTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the monthly financial statements. No action is required at this time.

TWELFTH ORDER OF BUSINESS

Staff Reports

District Counsel – Mr. Van Wyk noted that there is a construction Easement in place over Phase 3C and it needs to be released as part of the platting process. He requested the Board’s authorization for District staff to execute a release of the Phase 3C Construction Easement.

On Motion by Ms. Blue, seconded by Mr. Fuller, with all in favor, the Board authorized staff to execute the Release of the Phase 3C Construction Easement.

District Engineer – The District Engineer is not present but Ms. Gaarlandt noted that there is an update from last month and the District did get the blueprints for the Phase 2A and 2B entrances. Mr. Viasalyers has set up meetings with several electricians to come out and see what needs to be done to get the light fixtures in place.

District Manager – Ms. Plantikow provided a status report and noted that the signs have been fixed and the pool and pavers have been taken care of. She noted that the pressure washing throughout the community is done. Mr. Swanson has been doing great. She did surveys on the pond signs and Splash Park features that the Board requested. The resident that wanted to host a salsa class did not have enough people sign up so that is being held off for now. The Zumba class is doing well so the resident hosting that event wants to continue providing that class and might also consider doing Zumba in the pool. Danielle, who does the wellness classes, is setting a date with Ms. Plantikow to do it once per month and Mr. Gallimore will

speak to the Board later about free financial advice and information for residents in the community.

Ms. Plantikow is dealing with constant problems with the alarm system, which goes off for no apparent reason. She has had Guardian out to look at it, and she gets calls every other day, several times per day, and into the night. Mr. Viasalyers put a top bolt on one side of the front door which helps but she noticed that there is just enough room that when you pull on the door it sets off the sensor. She suggested moving the sensor to the other door. Ms. Brown said that the District is in the 5th violation with the alarm going off. Ms. Gaarlandt noted that there is only a 90 second window before they dispatch the Police which is why Guardian needs to fix the issue. Ms. Blue said that the way the doors are constructed they need new framing. Ms. Plantikow will get a proposal for the framing. Ms. Plantikow will call Guardian and have them reposition the sensor. Ms. Plantikow noted that she received the survey back from the last meeting about the no trespassing signs and most of the responses favored a sign that says “catch and release, residents only” and she noted that there is price quote for a smaller sign to attach to the larger signs as it is too expensive to have the larger signs redone. Ms. Plantikow directed the Board’s attention to the survey results at the end of the packet. A discussion took place regarding the signs because if they take out the signs and have “residents only” they can no longer trespass people, because in order to trespass someone the District must meet the requirement of the trespass Statute and if the District has both signs up they have greater regulatory abilities

On Motion by Mr. Jones, seconded by Ms. Blue, with all in favor, the Board approved leaving the signs the way they are and letting resident know they can fish.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Ms. Gaarlandt asked that the members of the public wishing to speak state their name and address and limit their time to 3 minutes.

Mr. Scott Gallimore mentioned that since moving into the community he has had to frequent other communities of friends or public parks to play basketball or tennis. The basketball court in the community is not a full court, it is a couple of feet short on each side and has no lights. Other community with similar issues have added concrete on both sides and repositioned the posts in order to remedy the issues. He did not want to oppose the

Splash Park or dog park, but they are high ticket items. He noted that the Clubhouse is lacking in sporting activities compared to other communities. He came from a community that did the swipe cards and it does help a lot with security. He works with a Company called Financial Education Services and each employee is asked to give back to the communities in which they live. He would like for Ayersworth Glen to have a consistent forum for residents to be educated on personal financial matters. He explained that his company gave away scholarships for high school seniors and college freshman if they learned money management. He would like the opportunity to present it to the community. Mr. Thomka mentioned that it sounds like a sales pitch and the board cannot endorse any company to do so, Mr. Gallimore explained that there have been a couple of seminars so far and there are no sales involved, all he is offering the community is an opportunity to asked questions to be answered. Mr. Thomka said that Mr. Gallimore can meet with the Field Manager and rent a room to make a presentation and he does not need Board approval for that. Mr. Gallimore responded that he is asking for a weekly class for residents and said that it is a non-profit organization and he is not selling anything. Ms. Brown said that he is presenting his class like the Zumba class teacher presented her class to the Board. His company would give scholarships to students in the neighborhood that did not know there were scholarships available. A discussion took place among Board Members.

On Motion by Mr. Thomka, seconded by Ms. Blue, with all in favor, the Board authorized waiving the \$50 rental fee but not the security deposit if Mr. Gallimore reserve the clubhouse rental for his class through Ms. Plantikow.

Mr. Jackson said that he was asked this morning about the pump at his house as the flowers are not getting watered and he found out that the pump is bad. Mr. Swanson responded that the pump is being fixed. Mr. Jackson also noted that there are kids breaking signs and standing on walls and he addressed the problem at the HOA meeting. Mr. Thomka said that he was pulling out of his garage and went up the street and noticed kids taking decorative rocks out of a neighbor's yard and throwing them up the street. He stopped and pretended like he was taking their photo and told the 5 kids that he was going to turn the photo into the police if the rocks were not picked up and when he returned there were no rocks to be found.

Mr. Hanseeko suggested that the District plant flowers at the entrances. Ms. Plantikow responded that the flowers were just replaced yesterday. Mr. Hanseeko asked about the easement from the sidewalk to the house. Ms. Baxter responded that it will be addressed at the HOA meeting tomorrow at 6:00 p.m. and there is a temporary easement on the property. Their property was not cleaned and theirs is behind a fence. Ms. Gaarlandt noted that is an HOA issue. Ms. Baxter suggested emailing the Highland Meadows HOA or she will speak to them after the meeting.

Ms. Gonzalez noted that her property is curved and believes that the person who cuts the grass around the ponds thinks that part of it is her property, which is it not, and she wanted to make the District aware that there are weeds growing.

Ms. Plantikow reported an incident that happened a week and a half ago where two middle school girls were jumped by high school girls in the field. Since it happened on District property Ms. Plantikow wanted to make the Board aware. The mother came in and gave her the information including a video. The incident started on the school bus and continued on the field with the brother of sister of one of the videotaping the incident. They met next to where the cabanas are after business hours and security was not here that day and the high schoolers were ganging up on one girl and punching her, pulling her hair, and slapping her. Ms. Plantikow talked to the mother and they know the identity of the girls. Ms. Plantikow asked how the Board would like her to handle it as far as letting them use the Amenities. Mr. Van Wyk explained that it was teenage girls fighting outside the property and asked if the mother handled it properly. Ms. Plantikow responded that the mother did not know about it until the next day because the girls were afraid to tell her and the police were not contacted as far as she knows but contacted the other parent who lives in the community and they talked about it. Mr. Thomka said that he would have turned the video over to the police. Mr. Fuller said that if the mother did not press charges she might have worked things out with the other parent and he recommended leaving it. Mr. Van Wyk said that the Board can bring them in and restrict privileges but he does not think that it has gotten to that point. However, he would like to bring up another incident regarding an altercation at the Amenity Center where a resident showed up inebriated and got into an altercation with another resident and had to be escorted off the property by security after many threats. Board has the ability to restrict privileges and if that is something that they want to do, they have to send notice to that person to appear in front of this Board so that they can have the opportunity to tell their side of the story and the Board can decide to suspend or revoke privileges to use the Amenity facility. Mr. Van Wyk thinks this incident is more serious than the teenage girls fighting and may warrant the Board's intervention. A discussion took place among Board Members.

On Motion by Mr. Thomka, seconded by Ms. Blue, with all in favor, the Board authorized staff to send notice to the person involved so they and Security can appear before the Board to hear both sides so that the Board can make an informed decision.

There were no other questions or comments.

On Motion by Mr. Thomka, seconded by Mr. Jones, with all in favor, the Wednesday, April 12, 2017 Board of Supervisors Meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman