

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

HIGHLANDS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Copperstone Community Development District was held on **Wednesday, December 5, 2017 at 7:00 p.m.** at the **Ayersworth Glen Clubhouse** located at **11102 Ayersworth Glen Blvd. Wimauma, Florida 33598**

Present and constituting a quorum:

Al Thomka	Board Member, Chairman
Jeff Jones	Board Member, Vice Chairman
Elizabeth Brown	Board Member, Assistant Secretary
Otis Franklin	Board Member, Assistant Secretary
Kangelia Baxter	Board Member, Assistant Secretary

Also present were:

Joseph Roethke	Regional District Manager, Rizzetta & Company, Inc.
Todd Amaden	District Engineer, Landmark Engineering
Scott Smith	Regional Manager, Community Services
Roy Van Wyk	District Counsel, Hopping Green & Sams (Via speakerphone)
Gregg Gruht	Amenity Service Manager, Rizzetta & Company, Inc
Ted Swanson	Swanson & Sons
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Roethke called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

A resident via the phone had a question about unanswered emails sent to the District Counsel, and asked for a follow-up on a report from Guardian regarding previous false alarm issues.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors Regular Meeting Held on

45  
46

November 7, 2017

On a Motion by Mr. Thomka, seconded by Ms. Brown with all in favor, the Board of Supervisors approved the minutes for the regular meeting held on November 7, 2017 for Highlands Community Development District.

47  
48  
49

**FOURTH ORDER OF BUSINESS**

**Review of Field Inspection Report**

Mr. Roethke presented the Field Inspection Report to the Board. Scott Green, a Field Services Manager with Rizzetta, walked the property with the landscaper and provided this report as a courtesy to the District. Mr. Smith reviewed the details of this report with the Board and discussed several items presented in it. Mr. Swanson provided a response to the items in the report and presented that to the board. Mr. Swanson also discussed some maintenance items, including well and irrigation issues. Mr. Swanson recommended that the Board consider hiring Rizzetta to provide these Field Inspection Reports going forward. Mr. Swanson will also work on some ideas for new plantings to replace some areas that are in need of new landscaping. Mr. Swanson entertained various questions from the Board regarding well installation status and watering restrictions. Mr. Jones requested that updates on the well install and other major projects are communicated to the Board by District staff.

61  
62  
63  
64

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal from Brandon Lock and Safe**

Mr. Roethke presented proposals from Brandon Lock and Safe and the Board decided to table this item until the next meeting.

67  
68  
69  
70

**SIXTH ORDER OF BUSINESS**

**Continued Discussion Regarding Fitness Equipment Replacement**

Mr. Roethke Presented a proposal from Fit Rev for new fitness equipment. Mr. Roethke will follow up with District Counsel to determine if there is any chance to upgrade equipment under the current lease agreement.

74  
75  
76  
77

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Part-Time Maintenance Staff**

Mr. Roethke presented a proposal for part-time maintenance staff and Mr. Smith reviewed the details of this proposal with the Board. Mr. Smith entertained various questions from the Board regarding the details of the proposal. Mr. Ogden with mailbox Medic discussed his janitorial services & maintenance proposal with the Board. Mr. Ogden entertained various questions from the Board. The Board continued this item until the next meeting.

83  
84  
85

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-11  
Updating the 2017-2018 Meeting Schedule**

86  
87 Mr. Roethke presented resolution 2018-11 to the Board, which will update the meeting schedule  
88 for the fiscal year 2017/2018  
89

On a Motion by Mr. Thomka, seconded by Mr. Franklin with all in favor, the Board of Supervisors adopted Resolution 2018-11 for Highlands Community Development District.

90  
91 **NINTH OF BUSINESS** **Consideration of Easement Agreement for**  
92 **Perimeter Wall Maintenance**  
93

94 Mr. Roethke presented an easement agreement for perimeter wall maintenance and Mr. Amaden  
95 reviewed the details of this agreement with the Board. This easement agreement will allow the  
96 District to maintain, repair, replace, install, construct, or reconstruct the perimeter wall within the  
97 easement area.  
98

On a Motion by Mr. Thomka, seconded by Ms. Baxter with all in favor, the Board of Supervisors approved the Perimeter Wall Maintenance Easement Agreement between the district and NVR, Inc. in substantial form. for Highlands Community Development District.

99  
100 **TENTH ORDER OF BUSINESS** **Staff Reports**  
101

- 102 **A. District Counsel**  
103 No Report  
104
- 105 **B. District Manager**  
106 Mr. Roethke stated that the next Board of Supervisor's meeting will be held on  
107 Tuesday January 23, 2017 at 7:00 p.m. at the Ayersworth Glen Clubhouse, 11102  
108 Ayersworth Glen Boulevard, Wimauma, Florida 33598  
109
- 110 **C. Field Service Manager**  
111 Ms. Brown reviewed the details of this report with the Board and discussed several  
112 maintenance items, including fence repairs, pest control, and camera installation. Mr.  
113 Jones asked about the holiday lighting. Mr. Roethke will put a rush on that invoice to be  
114 paid  
115
- 116 **D. Resident Request/ Concern Log**  
117 Ms. Brown reviewed the resident request/ concern log with the rest of the Board.  
118

119 **ELEVENTH SIXTH ORDER OF BUSINESS** **Supervisor Requests**  
120

121 Ms. Baxter asked about fence pressure washing and asked about monument lighting.  
122 Mr. Thomka asked for a date when the holiday lighting invoice can be paid.  
123 Mr. Franklin asked a question about community signage repairs.  
124

125 **TWELFTH ORDER OF BUSINESS** **Audience Comments**

126  
127  
128  
129

A resident asked a question about individuals holding clubhouse keys and Christmas lights.  
The Board discussed not putting up the lights this year.

On a Motion by Mr. Thomka, seconded by Mr. Franklin with a vote of 2-3, the Board of Supervisors did not approve to not install holiday lights this year for Highlands Community Development District.

130

On a Motion by Mr. Thomka, seconded by Mr. Franklin with all in favor, the Board of Supervisors allowed Ms. Brown to make the Final decision on installing holiday lights based on resident feedback for Highlands Community Development District.

131  
132  
133  
134  
135  
136

A resident asked a question about false alarm invoices and vandalism, and asked for a cost comparison for damages vs. a full-time security guard.

**THIRTEENTH EIGHTH ORDER OF BUSINESS      Adjournment**

On a Motion by Mr. Thomka, seconded by Ms. Baxter, with all in favor, the Board of Supervisors adjourned the meeting at 8:46 p.m. for Highlands Community Development District.

137  
138  
139  
140

  
\_\_\_\_\_  
Secretary/Assistant Secretary

  
\_\_\_\_\_  
Chairman/Vice Chairman