

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 Highlands Community Development District was held on **Tuesday, October 23, 2018 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
Kangelia Baxter	Board Member, Assistant Secretary
Elizabeth Brown	Board Member, Assistant Secretary
Otis Franklin	Board Member, Assistant Secretary

Also present were:

Joseph Roethke	Regional District Manager, Rizzetta & Company, Inc.
Bryan Radcliff	District Manager, Rizzetta & Company, Inc.
Scott Green	Field Services Manager
Scott Brizendine	Rizzetta & Company, Inc.
Sarah Warren	District Counsel, Hopping Green & Sams
Ted Swanson	Swanson & Sons
Todd Amaden	District Engineer, Landmark Engineering
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 asked a question about the \$200,000.00 in escrow for amenity improvements and suggested holding off on installing them immediately.

A resident asked about amenity quotes and parking on CDD property.

A resident had a question about installing a wall along route 672

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on September 25, 2018**

Mr. Roethke presented the regular meeting minutes for September 25, 2018 to the Board for review.

On a Motion by Mr. Thomka, seconded by Ms. Baxter, with all in favor, the Board of Supervisors approved the minutes for the regular meeting held on September 25, 2018 for Highlands Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
September 2018**

Mr. Roethke presented the September 2018 operation and maintenance expenditures to the Board. Mr. Roethke informed the Board that there is an old FishKind invoice that was already paid and was included in this package in error.

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for August 2018 (\$62,282.11) for Highlands Community Development District.

FIFTH ORDER OF BUSINESS

**Review of Vendor Maintenance
Reports**

Mr. Roethke presented the field inspection report and Mr. Green reviewed the details of this report with the Board. Mr. Swanson reviewed several maintenance items with the Board. There was no discussion on the remaining maintenance reports.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal for Fitness
Equipment**

Mr. Roethke presented a fitness equipment proposal and Ms. Brown reviewed the details of this proposal with the Board. The Board did not make any decisions on this proposal at this time.

SEVENTH ORDER OF BUSINESS

**Consideration of Tree Trimming
Proposals**

Mr. Roethke presented tree trimming proposals and Ms. Brown reviewed the details of these proposals with the Board. A discussion ensued. Mr. Green suggested working with the contractor to negotiate the price on the proposal. Ms. Brown will reach out to the vendors.

EIGHTH ORDER OF BUSINESS

**Acceptance of Modification of
Professional District Services
Agreement**

Mr. Roethke presented the first addendum to the District Services contract with Rizzetta & co. to the Board. Ms. Warren reviewed the details of this addendum with the Board and confirmed District Counsel is comfortable with this agreement.

On a Motion by Mr. Thomka, seconded by Ms. Baxter, with all in favor, the Board of Supervisors approved First Addendum to District Services contract with Rizzetta & Co. for Highlands Community Development District.

NINTH ORDER OF BUSINESS

**Discussion Regarding Potential
Amenity Upgrades**

Mr. Roethke presented proposals for various amenity upgrades to the Board. A discussion ensued regarding these proposals as well as other potential amenity upgrades for the District. Once the \$200,00.00 in escrow is made available after the final series of Bonds are issued. No decisions on amenities were made at this time.

TENTH ORDER OF BUSINESS

**Public Hearing on Special
Assessments**

On a Motion by Ms. Baxter, seconded by Mr. Thomka, with all in favor, the Board of Supervisors opened the public hearing on special assessments for Highlands Community Development District.

Mr. Roethke presented Resolution 2019-01 for levying special assessments related to the 2018 Bonds and Ms. Warren reviewed the details of this resolution with the Board. District Staff entertained various questions from the audience regarding these special assessments.

On a Motion by Mr. Thomka, seconded by Ms. Baxter, with all in favor, the Board of Supervisors closed the public hearing on special assessments for Highlands Community Development District.

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors adopted Resolution 2019-01 for Highlands Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel**
Ms. Warren discussed the timing for the upcoming bond issuance.
- B. District Engineer**
Not Present
- C. District Manager**
Mr. Roethke announced that the next meeting will be held on Tuesday, November 27, 2018 at 7:00PM at the Ayersworth Clubhouse, located at 11102 Ayersworth Glen Blvd. in Wimauma, Florida 33598.
- D. Clubhouse Manager**
Ms. Brown presented the clubhouse manager report to the Board. A discussion ensued regarding several maintenance items.
Ms. Brown presented the resident request/ concern log to the Board.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Ms. Baxter asked a question about umbrellas at the pool

THIRTEENTH ORDER OF BUSINESS

Audience Comments

A resident asked about a quote for magnolia trees and a poll for amenity improvements
A resident discussed the downsides of polling the community for amenity improvements
A resident about fitness equipment leases
A resident asked about obtaining quotes for services
A resident discussed options for amenity improvements
A resident asked about an email list for surveys
A resident asked about landscape issues and irrigation checks and adding trash cans to school bus stops.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Baxter, seconded by Ms. Brown, with all in favor, the Board of Supervisors adjourned the meeting at 8:11 p.m. for Highlands Community Development District.

Secretary/Assist

Chairman/Vice Chairman