

1 **MINUTES OF MEETING**

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3 *Each person who decides to appeal any decision made by the Board with respect to any matter*  
4 *considered at the meeting is advised that person may need to ensure that a verbatim record of*  
5 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*  
6 *based.*  
7

8 **HIGHLANDS**  
9 **COMMUNITY DEVELOPMENT DISTRICT**

10  
11 The regular meeting of the Board of Supervisors of the Highlands Community Development  
12 District was held on **Tuesday, April 24, 2018 at 7:00 p.m.** at the Ayersworth Glen Clubhouse  
13 located at 11102 Ayersworth Glen Blvd. Wimauma, Florida 33598  
14

15 Present and constituting a quorum:

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17	Al Thomka	<b>Board Member, Chairman</b>
18	Jeff Jones	<b>Board Member, Vice Chairman</b>
19	Elizabeth Brown	<b>Board Member, Assistant Secretary</b>
20	Otis Franklin	<b>Board Member, Assistant Secretary</b>
21	Kangelia Baxter	<b>Board Member, Assistant Secretary</b>
22		

23 Also present were:

24		
25	Joseph Roethke	<b>Regional District Manager, Rizzetta &amp; Company, Inc.</b>
26	Sarah Warren	<b>District Counsel, Hopping Green &amp; Sams</b>
27	Ted Swanson	<b>Swanson &amp; Sons</b>
28	Tara Scheve	<b>Turf's Up Hydroseeding</b>
29		<i>(via phone)</i>

30 Audience

31  
32 **FIRST ORDER OF BUSINESS**

**Call to Order**

33  
34 Mr. Roethke called the meeting to order and conducted roll call.  
35

36 **SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

37  
38 A resident asked a question about monument lighting and brick wall installation.

39 A resident asked a question about patio furniture and speed bumps

40 A resident asked a question about vinyl fencing and monument lighting.

41 A resident asked a question about a marsh in Phase 2B that needs to be maintained.

42 A resident asked a question about mosquito spraying.

43 A resident asked a question about street light installation.  
44

45 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of Board of**  
46 **Supervisors' Regular Meeting held on**  
47 **March 27, 2018 and the Audit Committee**  
48 **Meeting**  
49

On a Motion by Ms. Brown, seconded by Ms. Baxter with all in favor, the Board of Supervisors approved the minutes for the regular meeting and the audit committee meeting held on March 27, 2018 for Highlands Community Development District.

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52 **FIFTH ORDER OF BUSINESS** **Consideration of Operation and**  
53 **Maintenance Expenditures for March**  
54 **2018**  
55

On a Motion by Mr. Franklin, seconded by Mr. Jones with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for March 2018 (\$80,926.07) for Highlands Community Development District.

56  
57 **SIXTH ORDER OF BUSINESS** **Review of Vendor Maintenance Reports**  
58

59 Mr. Swanson reviewed the landscape report with the Board. Mr. Swanson and Ms. Scheve  
60 discussed options for hydroseeding for the main boulevard within the District. There is  
61 approximately 120,000 square feet of area that is being considered, and at \$0.10 per square foot,  
62 the total cost would be \$12,000.00. A discussion ensued and the Board considered hydroseeding  
63 all the areas, including the entrances that were approved to have new sod installed at a not-to-  
64 exceed amount of \$8,000.00. The Board would like to table this decision until the net meeting,  
65 which includes holding off on the sod installation that was approved at the last meeting.

66  
67 Mr. Swanson discussed some irrigation issues with the Board, which are being addressed as they  
68 arise.  
69

On a Motion by Mr. Thomka, with no second, the Board of Supervisors did not approve the motion to install turf at entrances at a not-to-exceed amount of \$8,000.00 and hydroseed on the boulevard at a not-to-exceed amount of 12,000.00. The motion failed.

70  
71 **SEVENTH ORDER OF BUSINESS** **Consideration of Proposal for Reserve**  
72 **Study**  
73

74 Mr. Roethke presented the proposal for reserve study to the Board. The Board discussed but  
75 decided to table this proposal until a future meeting.  
76

77  
78 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding Amenity Polices and**

**Rates**

Mr. Roethke presented the Amenity Policies and Rates to the Board. A discussion ensued regarding several items within the policies, including access cards for patrons under 16, alcohol use, fireworks, grills, bounce houses, clubhouse operating hours, pool toys/floats, fitness center age restrictions, pool rentals, and access suspension. The Board discussed and made several changes. Ms. Warren will make the changes and update the document. Copies of the updated policies will be kept at the clubhouse and will also be added to the CDD website.

On a Motion by Mr. Thomka, seconded by Mr. Franklin with all in favor, the Board of Supervisors approved the Amenity Policies and Rates as amended for Highlands Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposals for Fitness Center Monitor Installation**

Mr. Roethke presented the proposal for Fitness Center Monitor Installation to the Board. Ms. Brown reviewed the details of this proposal with the Board. A discussion ensued.

On a Motion by Mr. Franklin, seconded by Mr. Jones with all in favor, the Board of Supervisors approved a proposal from Brandon Lock & Safe for fitness center monitor installation in the amount of \$514.41 for Highlands Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Staples Dispenser Loan Agreement**

Mr. Roethke presented the Staples Dispenser Loan Agreement to the Board. Ms. Brown reviewed this agreement with the Board. There is not cost to install these dispensers as long as the District continues to source the supplies through Staples.

On a Motion by Mr. Thomka, seconded by Mr. Franklin with all in favor, the Board of Supervisors approved the Staples Dispenser Loan Agreement for Highlands Community Development District.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**  
No report.

**B. District Engineer**  
Mr. Jones requested that the Engineer and a representative from the developer attend a future meeting to discuss questions posed by the residents on previous development

114 areas. A discussion ensued.  
115

116 **C. District Manager**

117 Mr. Roethke stated that the next Board of Supervisor's meeting will be held on  
118 Tuesday May 22, 2018 at 7:00 p.m. at the Ayersworth Glen Clubhouse, 11102  
119 Ayersworth Glen Boulevard, Wimauma, Florida 33598.

120 Mr. Roethke informed the Board that the proposed budget will be presented at this  
121 meeting.  
122

123 **D. Clubhouse Manager**

124 Ms. Brown reviewed the Clubhouse Manager Report with the Board. The Board  
125 discussed several maintenance items. Ms. Brown presented proposals for pressure  
126 washing to the Board.  
127

On a Motion by Mr. Jones, seconded by Ms. Baxter with all in favor, the Board of Supervisors approved a proposal from Gladiator Pressure Cleaning for pressure washing the pool deck and chairs in the amount of \$425.00 for Highlands Community Development District.

128 Ms. Brown presented additional pressure washing quotes to the Board for other areas of the community.  
129 The board reviewed the proposals.  
130  
131

On a Motion by Mr. Jones, seconded by Mr. Thomka with all in favor, the Board of Supervisors approved a proposal from Gladiator Pressure Cleaning for additional pressure cleaning in the amount of \$2,575.00 for Highlands Community Development District.

132 Ms. Brown reviewed the Resident Request/Concern Log with the Board.  
133  
134

135 **ELEVENTH SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

136  
137 Mr. Jones asked for quotes on patio furniture.  
138 Mr. Jones asked for an update on rock wall repairs.  
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140 **TWELETH ORDER OF BUSINESS**

**Audience Comments**

141  
142 A resident asked a question about having volunteers from the community to perform maintenance  
143 throughout the district.  
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145  
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147 **THIRTEENTH ORDER OF BUSINESS Adjournment**  
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On a Motion by Mr. Thomka, seconded by Mr. Jones, with all in favor, the Board of Supervisors adjourned the meeting at 9:47 p.m. for Highlands Community Development District.

151



152

Secretary/ Assistant Secretary

  


Chairman/ Vice Chairman