

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, May 28, 2019 at 7:00 p.m.** at the Ayersworth Glen Clubhouse located at 11102 Ayersworth Glen Blvd. Wimauma, Florida 33598

Present and constituting a quorum:

Kangelia Baxter	Board Member, Chairman
Otis Franklin	Board Member, Vice Chairman
Trang Chu	Board Member, Assistant Secretary
Elizabeth Brown	Board Member, Assistant Secretary
John Cleveland	Board Member, Assistant Secretary

Also present were:

Bryan Radcliff	District Manager, Rizzetta & Company, Inc.
Sarah Warren	District Counsel, Hopping Green & Sams (phone)
Logan Bell	Aquatic Systems
Scott Smith	Regional Manager Community Services, Rizzetta & Company
Patrick Bell	Field Services Manager, Rizzetta & Company
Joseph Harrison	Down to Earth Landscaping
John Amarosa	Down to Earth Landscaping
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting held on April 23, 2019

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 held on April 23, 2019 for Highlands Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for April 2019**

On a Motion by Ms. Brown, seconded by Ms. Baxter, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for April 2019 (\$40,311.16) for Highlands Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Series 2018,
Construction Requisitions CR 14-19**

On a Motion by Ms. Brown, seconded by Mr. Franklin, with all in favor, the Board of Supervisors ratified construction requisitions 20-21 for Series 2018 Phases 3B & 5 for Highlands Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Change Order # 5 Phases
4&5**

On a Motion by Ms. Brown, seconded by Mr. Franklin, with all in favor, the Board of Supervisors ratified change order #5 for Phases 4&5 for Highlands Community Development District.

SEVENTH ORDER OF BUSINESS

Review of Vendor Maintenance Reports

1. Field Inspection Report

Mr. Patrick Bell presented his field inspection report to the Board. Mr. Harrison presented several landscape proposals to the Board. The Board agreed to table these proposals till next months meeting.

2. Landscape Report
3. Aquatics Systems Report
 - a. May 2019 Waterway Inspection Report
 - b. Review of Aquatic Systems Budget Increase

Mr. Logan Bell presented his Aquatic Systems report to the Board. The Board requested a proposal for midge fly treatment at next months meeting.

4. Pinch-a-Penny Report
5. Janitorial Report from Gloria Cleaning Service

On a Motion by Ms. Baxter, seconded by Mr. Franklin, with all in favor, the Board of Supervisors approved the budget increase from Aquatic Systems for Highlands Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Security Services
Addendum**

The Board agreed to table this until next months meeting.

NINTH ORDER OF BUSINESS

**Consideration of Professional Amenity
Services Addendum**

Scott Smith presented an addendum to the Professional Amenity Services Agreement.

On a Motion by Mr. Franklin, seconded by Ms. Chu, with all in favor, the Board of Supervisors approved the addendum to the Professional Amenity Services Agreement for Highlands Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Landscape
Maintenance Addendum**

The Board agreed to keep the Landscape contract as is and not add any additional services for trash pickup.

ELEVENTH ORDER OF BUSINESS

**Consideration of Pressure Washing
Proposal**

Mr. Radcliff presented two proposals for pressure washing to the Board.

On a Motion by Mr. Franklin, seconded by Ms. Chu, with all in favor, the Board of Supervisors approved the pressure washing proposal from Magic Bubbles in the amount of \$14,750.00for Highlands Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Outdoor Lighting
Agreement**

Mr. Radcliff presented an outdoor Lighting proposal and contract to the Board.

On a Motion by Ms. Brown, seconded by Mr. Franklin, with all in favor, the Board of Supervisors approved the proposal for outdoor lighting from TECO for Highlands Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Presentation of Proposed Budget for
Fiscal Year 2019/2020**

Mr. Radcliff presented the proposed Budget for the Fiscal Year 2019/2020 to the Board for review.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-09,
Approved Proposed Budget and Setting
the Public Hearing**

Mr. Radcliff presented Resolution 2019-09 to the Board, which approved the proposed Budget for the Fiscal Year 2019/2020 and sets the public hearing for the proposed budget for Tuesday, August 7th, 2019 at 7:00 p.m. at the Ayersworth Glen Clubhouse located at 11102 Ayersworth Glen Boulevard, Wimauma, Florida 33598.

On a Motion by Ms. Brown, seconded by Mr. Franklin, with all in favor, the Board of Supervisors adopted Resolution 2019-09 for Highlands Community Development District.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Warren presented her District Counsel report to the Board. Ms. Warren updated the Board on the Career Source program.

B. District Engineer

Mr. Amaden was not present.

C. District Manager

Mr. Radcliff announced that the next meeting will be held on Tuesday, June 25, 2019 at 7:00PM at the Ayersworth Clubhouse, located at 11102 Ayersworth Glen Blvd. in Wimauma, Florida 33598. Mr. Radcliff announced the number of qualified registered electors for the CDD as of April 15, 2019.

Mr. Radcliff presented a proposal for a credit card system to be used in the clubhouse.

On a Motion by Ms. Brown, seconded by Mr. Franklin, with all in favor, the Board of Supervisors approved the proposal from Square Up in the amount of \$ 400.00 for Highlands Community Development District.

D. Clubhouse Manager

Ms. Brown presented the clubhouse manager report to the Board.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Franklin commented on the condition of the sod.

Mr. Cleveland commented on the occupancy of the pool.

Ms. Baxter commented on parking on District Services.

SEVENTEENTH ORDER OF BUSINESS


Audience Comments

There were no audience comments.

EIGHTEENTH ORDER OF BUINSESS

Adjournment

On a Motion by Mr. Franklin, seconded by Ms. Baxter, with all in favor, the Board of Supervisors adjourned the meeting at 7:50 p.m. for Highlands Community Development District.



Secretary/ Assistant Secretary



Chairmah/Vice Chairman