

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, August 28, 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
Jeff Jones	Board Member, Vice 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.
Sarah Warren	District Counsel, Hopping Green & Sams
Ted Swanson	Swanson & Sons
Robert Gang	Bond Counsel, Greenberg Traurig (Via Phone)
Camille Evans	Bond Counsel, Greenberg Traurig (Via Phone)
Scott Brizendine	Rizzetta & Company, Inc. (Via Phone)
Bre Parker	Rizzetta & Company, Inc. (Via Phone)
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 monument lighting and a brick wall around Highland meadows.

A resident has questions about landscaping and brick wall at Highland Meadows.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on July 24, 2018**

Mr. Roethke presented the regular meeting minutes for July 24, 2018 to the Board.

On a Motion by Mr. Thomka, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved the minutes for the regular meeting held on July 24, 2018 for Highlands Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for June
and July 2018**

Mr. Roethke presented the June 2018 & July 2018 operation and maintenance expenditures to the Board.

On a Motion by Mr. Franklin, seconded by Mr. Thomka, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for June 2018 (\$82,617.52) & July 2018 (\$36,587.39) for Highlands Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Series 2018,
Construction Requisitions**

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved the series 2018 construction requisitions for Highlands Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2018-19,
Delegation Resolution**

Mr. Roethke presented Resolution 2018-19 and Mr. Gang and Ms. Evans reviewed the details of this resolution with the Board, which will kick off the bond process for phases 3B, 4, & 5.

On a Motion by Mr. Jones, seconded by Ms. Baxter, with all in favor, the Board of Supervisors adopted Resolution 2018-19 for Highlands Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-20,
Declaring Special Assessments**

Mr. Roethke presented Resolution 2018-20 and Ms. Warren reviewed the details of this with the Board. This Resolution will adopt the Engineer's Reports and Assessment Allocation Report and will declare the special assessments for Debt Service on Phases 3B, 4, & 5. Ms. Warren Reviewed the details of the Engineers Reports with the Board, and Ms. Parker reviewed the details of the Assessment Allocation Report with Board.

On a Motion by Mr. Thomka, seconded by Mr. Jones, with all in favor, the Board of Supervisors adopted Resolution 2018-20 for Highlands Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2018-21,
Setting Public Hearing on Special
Assessment**

Mr. Roethke presented Resolution 2018-21 to the Board, which will set the date, time, & location for the Public hearing on special assessments. The public hearing will be held on Tuesday, October 23 at 7:00 p.m. at the Ayersworth Glen Clubhouse.

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors adopted Resolution 2018-21 for Highlands Community Development District.

(Mr. Gang, Ms. Evans, Mr. Brizendine, and Ms. Parker left the meeting at 7:23 p.m.)

NINTH ORDER OF BUSINESS

**Review of Vendor Maintenance
Reports**

Mr. Roethke presented the monthly landscape report to the Board for discussion. Mr. Swanson reviewed the landscape report with the Board and discussed several maintenance items, including plant replacements, irrigation repairs, and weed issues on the main boulevard. Mr. Swanson entertained various questions from the Board on several different maintenance items.

TENTH ORDER OF BUSINESS

Consideration of Drainage Issues

Mr. Roethke presented a proposal to repair drainage issues that were inspected by the District Engineer. The Board tabled this proposal until the next meeting.

ELEVENTH ORDER OF BUSINESS

**Public Hearing on Parking and
Towing Policies**

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

Mr. Roethke presented the Parking and Towing policies to the Board. Several audience members asked questions regarding the proposed parking and towing policies no changes were made to the policies as presented.

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

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2018-17,
Adopting Rules Relating to Overnight
Parking**

Mr. Roethke presented Resolution 2018-17 to the Board, which will adopt the Rules Relating to Overnight Parking.

On a Motion by Mr. Thomka, seconded by Mr. Franklin, with all in favor, the Board of Supervisors adopted Resolution 2018-17 for Highlands Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Towing Services
Agreement**

Mr. Roethke Presented a towing services agreement to the Board.

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved towing services agreement, as amended to include Stepps Towing as the contractor for Highlands Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-18,
Setting and Adopting Meeting
Schedule for Fiscal Year 2018/2019**

Mr. Roethke presented Resolution 2018-18, which will adopt the meeting schedule for the next fiscal year.

On a Motion by Mr. Thomka, seconded by Ms. Brown, with all in favor, the Board of Supervisors adopted Resolution 2018-18 for Highlands Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Ratification of FY 16/17 Financial
Audit**

Mr. Roethke presented the FY 2016/2017 Audit to the Board for Ratification. It was noted that this was a clean audit; the auditor's opinion was unqualified, and there were no instances or adverse findings reported for this District.

On a Motion by Mr. Jones, seconded by Ms. Baxter, with all in favor, the Board of Supervisors accepted the FY 2016/2017 Audit Report for Highlands Community Development District.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Warren asked the Board to work with the landowners and authorize an RFP for construction for Phases 3B, 4, & 5.

On a Motion by Ms. Brown, seconded by Ms. Baxter, with all in favor, the Board of Supervisors accepted the FY 2016/2017 Audit Report for Highlands Community Development District.

B. District Engineer

Not Present.

C. District Manager

Mr. Roethke announced that the next meeting will be held on Tuesday, September 25, 2018 at 7:00PM at the Ayersworth Clubhouse, located at 11102 Ayersworth Glen Blvd. in Wimauma, Florida 33598.

D. Clubhouse Manager

Ms. Brown reviewed the clubhouse manager report with the Board. Ms. Brown asked for the Board's opinion on the annual flower rotation. Ms. Brown presented a proposal to trim all the oak trees along the boulevard, but the Board did not take action on this proposal at this time. Ms. Brown also presented a proposal for holiday décor to the Board. This proposal was tabled and will be added to the next meeting agenda.

1. Resident Request/Concern Log

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

SEVENTEENTH ORDER OF BUSINESS Supervisor Requests

Mr. Franklin discussed the brick wall concerns that resident discussed at the beginning of the meeting.

Ms. Baxter discussed monument lighting for Highland Meadows subdivision.

EIGHTEENTH ORDER OF BUSINESS Audience Comments

A resident asked an HOA question and a security question.

A resident asked about an issue with the pool gate issues.

A resident asked a question about the landscaping

A resident asked the Board to match funds on Brick wall installation.

NINTEENTH ORDER OF BUINSESS Adjournment

On a Motion by Mr. Thomka, seconded by Mr. Franklin, with all in favor, the Board of Supervisors adjourned the meeting at 8:38 p.m. for Highlands Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman