### 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 the 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.

## HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Highland Meadows II Community Development District was held on Monday, August 17, 2023, at 3:31 p.m. located at the Tom Fellows Community Center, located at 207 North Blvd. W., Davenport, FL 33837.

Present and constituting a quorum:

Miguel Santana-Vazquez Board Supervisor, Chairperson

Deborah Galbraith Christopher Lopez Board Supervisor, Vice Chairperson Board Supervisor, Assistant Secretary

Kristen Anderson

Board Supervisor, Assistant Secretary

Genelle Moore

Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine

District Manager, Rizzetta & Company, Inc. District Manager, Rizzetta & Company, Inc.

**Brian Mendes** Tina Garcia

District Counsel, Greenspoon Marder (via phone)

Hector Pastrana

Handyman Services, HP Home Solutions

Audience

Present

### FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Mendes called the meeting to order and confirmed a guorum.

## SECOND ORDER OF BUSINESS

**Audience Comments** 

A Member of the audience states that individuals have been playing in the handicap chair inside the pool and as a result of that the chair is in need of a new cover.

A Member of the audience states that community security let a group of persons from a summer camp enter the pool area around approximately 1:30 p.m. on July 25th. The Board members inquiry why this was missing from the weekly security report.

A Member of the audience voices concern with their ongoing issue with neighbor's taking up to two spaces on street parking and states he is only the only one with this dilemma.

A member of the audience voices his concern for landscaping behind residents property. Member of the audience will work closely with district management to resolve this issue and scheduled a walkthrough.

### THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on July 13, 2023

Mr. Mendes presented the minutes of the board of Supervisors' Meeting and asked if the board request any changes. The board requested to add "Steel" to the comment of the shed (line 181). Also, to correct that Ms.Anderson disapproved the motion.

On Motion by Mr. Santana-Vazquez, seconded by Mr. Lopez, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Meeting held on July 13, 2023, as presented, for the Highland Meadows II Community Development District.

### FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for July 2023

Mr. Mendes presented the Operation and Maintenance Expenditures for July 2023 and asked if there were any questions. There were none.

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for July (\$73,262.15), for the Highland Meadows II Community Development District.

### FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-16, Redesignating Secretary

Mr. Mendes presented Resolution 2023-16 and asked the board if they had any questions. There were none.

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors Adopted Resolution 2023-16, Redesignating Scott Brizendine as Secretary of the District, for the Highland Meadows II Community Development District.

### SIXTH ORDER OF BUSINESS

## Consideration of Appointment of District Counsel

The board awarded Latham, Luna, Eden & Beaudine with the contract for representation of District Counsel.

On Motion by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Board of Supervisors Approved the Lathem, Luna, Eden, & Beaudine Engagement Letter as District Counsel, for the Highland Meadows II Community Development District.

### SEVENTH ORDER OF BUSINESS

## Public Hearing on Fiscal Year 2023/2024 Budget

Mr. Mendes called for a motion to open the public hearing on the Fiscal Year 2023/2024 Budget.

On Motion by Mr. Lopez, seconded by Mr. Santana-Vazquez, with all in favor, the Board of Supervisors Opened the Public Hearing on Fiscal Year 2023/2024 Budget, for the Highland Meadows II Community Development District.

Mr. Mendes opened the floor to public comment.

The CDD brought up in discussion to consider a field manager for the property.

Mr. Mendes called for a motion to close the public hearing on the Fiscal Year 2023/2024 Budget.

On Motion by Ms. Galbraith, seconded by Mr. Lopez, with all in favor, the Board of Supervisors Closed the Public Hearing on Fiscal Year 2023/2024 Budget, for the Highland Meadows II Community Development District.

### **EIGHTH ORDER OF BUSINESS**

Consideration of Resolution 2023-17, Adopting Fiscal Year 2023-2024 Budget

Mr. Mendes presented Resolution 2023-17 and asked the board if they had any questions. There were none. The board discussed the field manager position, and it was decided to be tabled until the next meeting.

On Motion by Mr. Lopez, seconded by Mr. Santana-Vazquez, with all in favor, the Board of Supervisors Adopted Resolution 2023-17, Adopting Fiscal Year 2023-2024 Budget, for the Highland Meadows II Community Development District.

### NINTH ORDER OF BUSINESS

### Public Hearing on Fiscal Year 2023/2024 Assessments

Mr. Mendes called for a motion to open the public hearing on the Fiscal Year 2023/2024 Assessments.

On Motion by Mr. Lopez, seconded by Mr. Santana-Vazquez, with all in favor, the Board of Supervisors Opened the Public Hearing on Fiscal Year 2023/2024 Assessments, for the Highland Meadows II Community Development District.

Mr. Mendes opened the floor to public comment.

The CDD brought up in discussion to consider a field manager for the property.

Mr. Mendes called for a motion to close the public hearing on the Fiscal Year 2023/2024 Assessments.

On Motion by Ms. Galbraith, seconded by Mr. Santana-Vazquez, with all in favor, the Board of Supervisors Closed the Public Hearing on Fiscal Year 2023/2024 Assessments, for the Highland Meadows II Community Development District.

### TENTH ORDER OF BUSINESS

# Consideration of Resolution 2023-18, Imposing Special Assessments

Mr. Mendes presented Resolution 2023-18 and asked the board if they had any questions. There were none.

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors Adopted Resolution 2023-18, Imposing Special Assessments, for the Highland Meadows II Community Development District.

### **ELEVENTH ORDER OF BUSINESS**

Consideration of District Engineer's Agreement

Kimbly-Horns hourly rate is still being reviewed by counsel.

#### TWELFTH ORDER OF BUSINESS

Consideration of Soccer Field/Dog Park Fence Repairs

The board reviewed and discussed all fence proposals and HP Home Solutions is awarded the contract for fence repairs on the dog park/soccer field.

## HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT August 17, 2023 - Minutes of Meeting Page 5

The board requested an evaluation by district staff is to be done to determine the price difference from A & E's final invoice of the fence contract.

On Motion by Ms. Anderson, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors approved an evaluation by district staff to determine the price difference from A & E's final invoice of the fence contract, for the Highland Meadows II Community Development District.

On Motion by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Board of Supervisors awarded HP Solutions the contract for fence repairs, for the Highland Meadows II Community Development District.

### THIRTEENTH ORDER OF BUSINESS

**Consideration of Fence Direct Proposal** 

The Board requested other proposals be gathered for the Phase 3 fence project.

### FOURTEENTH ORDER OF BUSINESS

**Consideration of Maintenance Proposals** 

Discussion and negotiations ensued between the board, HP Home solutions, and Prestige. The board awards HP Home Solutions to be the new overall maintenance company for the community.

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors approved HP Home Solutions to be the overall maintenance company, for the Highland Meadows II Community Development District.

### FIFTHTEENTH ORDER OF BUSINESS

Consideration of No Parking Sign Repairs

This item was tabled by the board of supervisors.

### SIXTEENTH ORDER OF BUSINESS

Consideration of Painting Proposals

This item was tabled by the board of supervisors for next meeting. The district manager stated he will gather proposals.

### SEVENTEENTH ORDER OF BUSINESS

Consideration of Dog Park/Soccer Field Gate Access Control Proposals

This item was tabled by the board of supervisors for next meeting.

## EIGHTEENTH ORDER OF BUSINESS

Discussion of HOA Table

No discussion ensued.

## NINTEENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Ms. Garcia resigned as district counsel.

On Motion by Mr. Santana-Vazquez, seconded by Mr. Lopez, with a vote of 4-1 (Ms. Anderson Apposes), the Board of Supervisors accepted district counsels' resignation, for the Highland Meadows II Community Development District.

- B. District Engineer
   The District Engineer is pending a contract.
- C. District Manager No Report.

### TWENTITH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no audience comments put forward.

The board decided moving forward there will be no revised agendas for the board of supervisors CDD meetings. Nothing can be added past the final agenda.

On Motion by Mr. Santana-Vazquez, seconded by Mr. Lopez, with all in favor, the Board of Supervisors approved the removal of revised agendas from all future meetings, for the Highland Meadows II Community Development District.

The board granted Mr. Lopez and his team access to remove the steel shed and replace it with the new shed that is approximately \$300 more costly than the steel shed.

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors approved the removal and replacement of the steel shed, for the Highland Meadows II Community Development District.

The board requested that a discussion be added to the next agenda for allowing food in the pool area.

## TWENTY-FIRST ORDER OF BUSINESS Adjournment

On a Motion by Mr. Santana-Vazquez, seconded by Ms. Anderson, with all in favor, the Board of Supervisors adjourned the meeting at 6:29 p.m. for the Highland Meadows II Community Development District.

## HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT August 17, 2023 - Minutes of Meeting Page 7

Assistant Secretary

Chairperson/Vice Chairperson