

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 special meeting of the Board of Supervisors of the Highland Meadows II Community Development District was held on **Monday, July 13, 2023, at 3:34 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	Board Supervisor, Vice Chairperson
Christopher Lopez	Board Supervisor, Assistant Secretary
Kristen Anderson	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Brian Mendes	District Manager, Rizzetta & Company, Inc.
Bryan Schaub	Landscaper Inspector, Rizzetta & Company, Inc
Tina Garcia	District Counsel, Greenspoon Marder <i>(via phone)</i>
Mark Wilson	Kimley-Horn <i>(via phone)</i>

Audience **Present**

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

The Board entertained audience comments regarding concerns with the installation of the card readers at the dog park, street signs on Merlin Street, vehicles parked in front of homes, and the need for speed bumps. Mr. Lopez asked that proposals be obtained for installing speed bumps.

THIRD ORDER OF BUSINESS

Landscaping Update

Mr. Schaub reviewed the report, noting that there is an erosion issue in the S/E corner of the community, so it is not being mowed right now. He also noted that various proposals

are needed and irrigation issues. He also stated that the RFP process is underway. Mr. Lopez is going to do a walkthrough to document trees that are blocking signs.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Regular Meeting held on
June 15, 2023**

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular Meeting held on June 15, 2023, as presented, for the Highland Meadows II Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for April
2023**

Ms. Garcia provided an update on the billing issues from her firm, explaining that credit has been issued in the amount of \$922.50. A board discussion ensued regarding certain billing of hours and whether a larger credit is required.

On Motion by Mr. Lopez, seconded by Mr. Santana-Vazquez, with three in favor and one against (Ms. Anderson), the Board of Supervisors request an additional \$3,700 credit from Greenspoon Marder, for the Highland Meadows II Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for May 2023**

On Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for May (\$11,871.46), for the Highland Meadows II Community Development District.

SIXTH ORDER OF BUSINESS

**Continued Discussion of Neighborhood
Watch**

It was stated that twelve people are needed for a neighborhood watch program and four people will be attending the next meeting. Detective Pachecko volunteers to continue working with the program and Phil Guilbeau of Security and Investigations, Inc, is the lead contact for the program.

SEVENTH ORDER OF BUSINESS

**Continued Discussion of Additional Gate
for Soccer Field**

Ms. Anderson proposes to remove one of the double-gates of the fence that separates the dog park from the soccer field and add an additional gate behind the other soccer goal. A request was made to consider increasing the height of the fences to 15' behind the soccer goals to match the height on the sides of the soccer field. Mr. Mendes will gather the proposals.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2023-13 ,
Non-Resident Patrons Annual Fee**

Mr. Mendes presented the resolution and there were no questions put forward.

On Motion by Mr. Lopez, seconded by Mr. Santana-Vazquez, with all in favor, the Board of Supervisors approved Resolution 2023-13, ratifying the non-resident patrons annual fee at \$2,500, for the Highland Meadows II Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of No Parking Sign
Repair Proposals**

Ms. Anderson asked that all of the no parking signs throughout the community that are in need of adjusting be tended to. It was noted that Mr. Lopez is doing a walkthrough of the community to notate all the signs needing adjusting.

TENTH ORDER OF BUSINESS

Consideration of Painting Proposals

This item was tabled as the proposals won't be available until next month.

ELEVENTH ORDER OF BUSINESS

**Consideration of Towing Company
Proposals**

The Board reviewed the various proposals and discussed the need for authorization from a Board member to notify the towing company during certain hours. Each Board Supervisor will be on the authorization list with a specific code # for identification purpose. Some Supervisors expressed that they would prefer to notify the management company if they are notified of the need to tow a vehicle.

On Motion by Mr. Santana-Vazquez, seconded by Mr. Lopez, with three in favor and one against (Ms. Anderson), the Board of Supervisors approved each Supervisor having authorization to request a tow from (6am-10pm), for the Highland Meadows II Community Development District.

On Motion by Ms. Galbraith, seconded by Ms. Anderson, with all in favor, the Board of Supervisors approved the tow service provider not needing authorization to tow from (10pm-6am), for the Highland Meadows II Community Development District.

On Motion by Mr. Santana-Vazquez, seconded by Mr. Lopez, with all in favor, the Board of Supervisors approved the proposal form Bolton's Towing Service, for the Highland Meadows II Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Dog Park/Soccer Field Gate Access Proposals (USC)

The district is still in the process of gathering proposals.

THIRTEENTH ORDER OF BUSINESS

Discussion of irrigation for Phase 3 Park

Mr. Mendes explained that Fence Direct wants an update on the summary of work to be completed by Prince for the irrigation. The Board asked that other fence proposals be obtained along with a proposal for Prince for the irrigation work.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Garcia spoke regarding the code enforcement violation that occurred in March. She stated that she will be present at the July 26th court hearing and anticipates the fine to be reduced by 90%.

Ms. Garcia stated that she will coordinate with Mark Wilson regarding the new District Engineer Agreement.

Ms. Garcia stated her effective resignation until other legal could be secured and that the CDD begin seeking bids for new legal services. She stated, "My integrity being challenged and being told that certain individuals would not be heading my legal advice". I do not appreciate that. I take my roll very seriously."

B. District Engineer

No report.

C. District Manager

Mr. Mendez briefly reviewed the financial status of the district. He also reminded the Board that the next meeting is scheduled for August 17, 2023, at 3:30 p.m. and will include adopting the FY 2023/2024 budget.

FIFTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no audience requests put forward.

Mr. Mendez was asked to review the soccer leagues that are participating on the CDD's soccer fields.

Mr. Santana-Vazquez asked that CSS Clean Star Services of Central Florida, Inc. be terminated along with a request for back pay due to non-performance. He also asked that all Board members have access to the video from the new security cameras.

Mr. Lopez requested the CDD purchase a storage shed and locate it inside of the fencing at the pool facility. He provided multiple options to the Board and the decision was made to move forward on the purchase of a 8' x 6' shed in the amount of \$395.10 and authorized Mr. Lopez to make the purchase. Mr. Lopez will submit the receipt to the management company for reimbursement by the District. He asked that the Wi-Fi password be reset and the new one provided to the Board. He would also like to see a listing of all active contracts and a resolution allowing him to make modifications to the property to memorialize the previously board-approved authorization.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Santana-Vazquez, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors adjourned the meeting at 6:02 p.m. for the Highland Meadows II Community Development District.



Assistant Secretary

Chairperson/Vice Chairperson