#### MINUTES OF WORKSHOP

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 COMMUNITY DEVELOPMENT DISTRICT II

The Workshop of the Board of Supervisors of the Highland Meadows Community Development District II was held on **February 1, 2024, at 5:00 p.m.** located at Shamrock First Baptist Church located at 2661 Marshall Rd., Haines City, FL 33844. The following is the minutes of the Workshop:

# Present were:

Deborah Galbraith Kristen Anderson

Kristen Anderson Miguel Santana

Board Supervisor, Chairperson Board Supervisor, Vice Chairperson Board Supervisor, Assistant Secretary

(via phone)

Genelle Moore Joellen Dibrango Board Supervisor, Assistant Secretary Board Supervisor, Assistant Secretary

Also present were:

Brian Mendes Kristen Trucco

District Manager, Rizzetta & Company, Inc.

ten Trucco District Counsel, LLEB

Richard Mills District Engineer, Kimley-Horn

Audience

Present

#### FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Mendes opened the workshop at 5:16 p.m.

#### SECOND ORDER OF BUSINESS

**Public Comments** 

A member of the audience discussed the fence on Pentas, also requested the opinion of the district engineer on how to solve ongoing vandalism issue.

A member of the audience inquired on the CDD in general and on Nextdoor apps. The board responded and gave a general overview of the CDD.

A member of the audience stated that there are Phase 3A issues with washout near mailboxes and there is an excessive runoff erosion situation. The district engineer stated he is going to inspect the area.

Ms. Anderson requested to add sign repair project to the next agenda.

Mr. Santana commented on the sign repair project and miscommunication between A&E and that the vendor is to work with the DE.

Mr. Mendes stated he will place this topic at the bottom of the agenda.

A member of the audience inquired if there can be a maintenance crew hired on a retainer basis within the community.

Ms. Anderson stated that the CDD can work with the HOA of all phases for a vendor list of contractors in the Highland Meadows II community that can provide certain services.

Mr. Santana commented on a consistent vendor in the community to service small projects and suggested a sign in sheet for all vendors on property.

#### THIRD ORDER OF BUSINESS

Discussion of Parking Rules and **Procedures** 

A member of the audience inquired on parking rules and procedures and if there will be any changes to Phase 5 parking. Also, the audience member suggested to turn one of the retention ponds into a parking lot.

The district manager responded to the comments.

Ms. Anderson commented saying that the district engineer needs to identify if this is possible due to green spaces.

Ms. Galibrath commented on vehicles that are blocking the sidewalks.

Ms. Anderson stated that she wants to coordinate with the district manager on sending a e-blast to the phase three residents.

Mr. Santana made comments on the parking rule revisions. The district manager responded to those comments.

A member of the audience commented on zoning issues she's been working on, also stating that she is waiting on the traffic manager for Polk County to respond. Discussion ensued amongst the board on this topic.

Ms. Galibrath commented cautioning residents from e-blasting community on their own accords. She also advised residents against knocking on peoples doors in regard to CDD issues.

Mr. Mendes also addressed the parking inquiries.

Mr. Santana inquired about having a public hearing in the next meeting.

The board and district manger responded that the public hearing has been finalized.

Discussion ensued amongst the residents and the board for adding cameras throughout the property to monitor vandalism.

Discussion ensued amongst the residents and the board for reinforcing the fences.

Discussion ensued amongst everyone to work on reinforcing the fence locations found in vandalism issues to replace with concrete walls.

A member of the audience stated that the board should not consider putting a gate in these areas that have been vandalized.

- Mr. Santana commented on the vandalism issue.
- Ms. Anderson discussed the Phase 3 fence project.
- Ms. Galibrath commented on a previous discussion on this matter between the board.
- Ms. Anderson clarified that the discussion in the September meeting, that the original conversation of the fence was hectic and was tabled for October.

The board discussed this topic further.

- Mr. Mendes briefed the board on the history of the Phase 3 fence issues and commented Rizzetta is willing to match HP's \$1,500 credit toward replacing the fence.
- Mr. Santana stated that the district manager did not work with the chair on this project.

### FIFTH ORDER OF BUSINESS

## **Discussion of Amenity Cards**

- Ms. Anderson inquired on why district staff needed to reset the card access system.
- Mr. Mendes informed the board on the issue with the system being compromised because former supervisor locked management out. Further saying that the system was reset and now everything working as normal.
- Ms. Anderson requested that counsel send out expectation and recommendations to the board on dealing with vendors and having access to the camera systems.
- Ms. Moore commented that she does not believe supervisors should have access to the camera system.
- Mr. Santana inquired about why supervisors should not have access to the camera system.
  - The rest of the board responded to Mr. Santana that it is too much of a liability.
  - A member of the audience stated that her neighbor needs to clean their green fence.

# SIXTH ORDER OF BUSINESS

Adjournment

The workshop was adjourned at 6:47 P.M.

Assistant Secretary

Chairperson/Vice Chairperson