

**HILLTOP POINT
COMMUNITY DEVELOPMENT DISTRICT**

July 22, 2022, Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Hilltop Point Community Development District was held on **Friday, July 22, 2022, at 10:15 a.m.** at the Long Lake Reserve Amenity Center located at 19617 Breynia Dr., Lutz, FL 33558.

1. CALL TO ORDER

Brian Lamb called the Regular Meeting of the Board of Supervisors of the Hilltop Point Community Development District to order on **Friday, July 22, 2022, at 10:26 a.m.**

Board Members Present and Constituting a Quorum:

Betty Valenti	Chair
Keith Malcuit	Vice-Chair
Lee Thompson	Supervisor
John Blakley	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Inframark
Bryan Radcliff	District Manager, Inframark
Erin McCormick	District Counsel, Erin McCormick Law

There were no members of the general public present.

2. AUDIENCE QUESTIONS OR COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Manager**
- C. District Engineer**

There were no staff reports at this time.

4. BUSINESS ITEMS

A. Approval of Selection Criteria for the RFP for Amenity Center

Mr. Malcuit presented the RFP for the construction of the amenity center to the Board. The Board Approved the RFP Selection Criteria, designated Keith Malcuit and District Management (Brian Lamb and Bryan Radcliff) as representatives to review proposals and rescinded the previous motion to use a committee for the RFP process.

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MOTION TO:	Approved the RFP Selection Criteria, designated Keith Malcuit and District Management (Brian Lamb and Bryan Radcliff) as representatives to review proposals and rescinded the previous motion to use a committee for the RFP process.
MADE BY:	Supervisor Malcuit
SECONDED BY:	Supervisor Valenti
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Authorization of Advertisement for RFP for Amenity Center

The Board instructed District Management to run the advertisement for the RFP for Amenity Center on 07/27/2022.

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C. Appointment of Committee to Review Proposals

There were no discussion on the Appointment of Committee to Review Proposals at this time.

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D. Consideration of Landscape Maintenance Proposals

The Board reviewed landscape proposals from Steadfast and Amazing Services. The Board agreed to Table the consideration of these proposals to our next meeting pending a common scope of services. The Board also requested Yellowstone be added to the list of vendors.

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**E. Consideration of District Engineering Services Proposal
i. Stantec Consulting Service, Inc.**

The Board reviewed a proposal for District Engineering services submitted by Stantec. The Board Approved a motion to rank Stantec as their number one ranked vendor and instructed district staff to enter into negotiations with Stantec and provide a proposal with price at the next scheduled meeting.

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MOTION TO:	Approved to rank Stantec as their number one ranked vendor and instructed district staff to enter into negotiations with Stantec and provide a proposal with price at the next scheduled meeting.
MADE BY:	Supervisor Malcuit
SECONDED BY:	Supervisor Thompson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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F. General Matters of the District

There were no general matters of the District at this time.

5. CONSENT AGENDA ITEM

A. Consideration of Board of Supervisors Continued Meeting Minutes June 03, 2022.

B. Consideration of Board of Supervisors Regular Meeting Minutes June 24, 2022

C. Consideration of Operations and Maintenance Expenditures June 2022

D. Review of Financial Statements for Month Ending June 30, 2022

The Board reviewed the Consent Agenda items.

MOTION TO:	Approve the Consent Agenda Item A-D.
MADE BY:	Supervisor Valenti
SECONDED BY:	Supervisor Malcuit
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

6. BOARD MEMBERS' COMMENTS

There were no comments from the Board.

7. PUBLIC COMMENTS

There were no public comments.

8. ADJOURNMENT

MOTION TO:	Adjourn at 10:52 P.M.
MADE BY:	Supervisor Blakley
SECONDED BY:	Supervisor Valenti
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 08-26-22.

DocuSigned by:
Brian Lamb
Signature

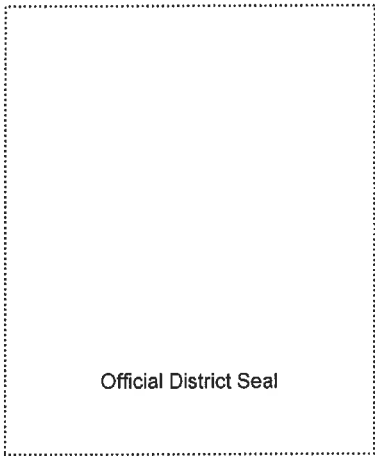
Brian Lamb
Printed Name

Title:
 Secretary
 Assistant Secretary

DocuSigned by:
Betty Valenti
Signature

Betty Valenti
Printed Name

Title:
 Chairman
 Vice Chairman



Recorded by Records Administrator

Betty Valenti
Signature

08-26-2022
Date