

Highland Meadows II

Community Development District

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September 6, 2018

**Board of Supervisors
Highland Meadows II
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Highland Meadows II Community Development District** will be held **Thursday, September 13, 2018 at 9:00 AM at 346 E Central Ave., Winter Haven, Florida 33880**. Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the August 9, 2018 Meeting
4. Consideration of Security Services Agreement with Community Watch Solutions
5. Consideration of Proposal from Creative Association Services for Phase 4B/C
6. Consideration of Easement
7. Discussion of District Financial Position and Consideration of Deficit Funding Agreement
8. Consideration of Request to Issue RFQ for Engineering Services
9. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager's Report
 - D. District Manager's Report
 - i. Ratification of Payment Authorization No. 167
 - ii. Balance Sheet and Income Statement
 - iii. Approval of Fiscal Year 2019 Meeting Schedule
10. Other Business
11. Supervisors Requests and Audience Comments
12. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items. Speakers must fill out a Request to Speak form and submit it to the District Manager prior to the beginning of the meeting.

The third order of business is the approval of the minutes of the August 9, 2018 Board of Supervisors meeting. A copy of the minutes are enclosed for your review.

The fourth order of business is the consideration of the security services agreement with Community Watch Solutions. A copy of the agreement is enclosed for your review.

¹ Comments will be limited to three (3) minutes

The fifth order of business is the consideration of the proposal from Creative Association Services for Phase 4B/C. A copy of the proposal is enclosed for your review.

The sixth order of business is the consideration of easement. A copy of the easement is enclosed for your review.

The seventh order of business is the discussion of the District's financial position and the consideration of a Deficit Funding Agreement. Back-up material is enclosed for your review.

The eighth order of business is the consideration of the request to issue RFQ for engineering services. Supporting documentation is enclosed for your review.

The ninth order of business is Staff Reports. Section C is the Field Manager's Report. A copy of the report is enclosed for your review. Section D is the District Manager's report. Sub-Section 1 includes Payment Authorization #167. A copy of the payment authorization and supporting documentation is enclosed for your review. Sub-Section 2 includes the balance sheet and income statement for your review. Sub-section three is the approval of the Fiscal Year 2019 meeting schedule. A copy of the schedule is enclosed for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please do not hesitate to contact me.

Sincerely,

Jill Burns
District Manager

CC: Sarah Warren, District Counsel

Enclosures