

MINUTES OF MEETING
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 Wednesday, April 10, 2019 at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Scott Shapiro	Vice Chairman by phone
Andrew Rhinehart	Assistant Secretary
Lauren Schwenk	Assistant Secretary

Also present were:

Jill Burns	District Manager
Clayton Smith	Field Manager by phone
Roy Van Wyk	District Counsel

The following is a summary of the actions taken at the April 10, 2019 meeting, and a copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and stated that the Supervisors listed above were in attendance, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There being no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 13, 2019 Board of Supervisors Meeting

Ms. Burns asked for questions, comments, or corrections to the minutes. The Board had no corrections or comments.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the minutes of the March 13, 2018 Board of Supervisors meeting, were approved, as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-06 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing

Ms. Burns noted that Phases 7A and 7B would be an additional 211 lots and they anticipate them being approved prior to the next fiscal year starting. They went ahead and accounted for those units in the 2020 budget, which brings the total to 1,463. Ms. Burns noted that as a result of having about \$100,000 reallocated to various line items, they put more in Capital Reserves and increased line items that would increase based on the addition of Phase 7. The line items they increased include Trustee Fees (due to the bond issuance of Phase 7), property appraisers fee, landscape maintenance and streetlights, and property insurance. She noted they added additional funds to security at the pool, and that would allow them to have enough money to have someone work 40 hours a week year-round.

Mr. Shapiro asked how many years the roads would last before they need to have maintenance done on them. Ms. Burns noted that most Reserve Studies state they will get around 15-20 years of life on a roadway after it has been installed.

Ms. Burns noted there were no major capital improvement projects that had been requested. The replacement of speed limit signs was their biggest request and they redid them this year. Next year will be roadways and amenity improvements for Capital Reserves. Mr. Wood noted that people would rather pay a little more gradually then have to come up with \$500 or \$1,000 to resurface the roads. Ms. Burns noted the date they are suggesting is July 10th at 3:30 p.m.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, Resolution 2019-06 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing for July 10, 2019 at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with McDirmit Davis to Provide Auditing Services for Fiscal Year 2018

Ms. Burns noted McDirmit Davis is the District’s current auditor and their proposed fee is \$4,200.

On MOTION by Mr. Heath seconded by Mr. Rhinehart with all in favor, the Agreement with McDirmit Davis to Provide Auditing Services for Fiscal Year 2018 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further for the Board.

B. Engineer

Mr. Wood had no additional comments.

C. Field Manager’s Report

Mr. Smith presented the Field Manager’s Report, which was included in the agenda package. He stated the pond bank was repaired by Lennar. The pool time was changed to allow access from 8:00 a.m. to 8:00 p.m. to coincide with daylight savings. The irrigation well is in the process of being repaired. Mr. Smith noted they are about a week out from getting the final meter and light set. Regarding irrigation repairs, the busted heads and non-functioning zones will be repaired for the summer season. For upcoming projects they will be doing plant replacement and mulching throughout the community. Brett has received a mulch quote but has not provided it to Mr. Smith yet. Mr. Smith suggested providing benches or chairs in the dog park, the Board agreed they should get a couple. Mr. Smith would bring back quotes for the Board.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns noted the check register totaled \$64,191.66 in the General Fund. The bank drafts for all the utilities was \$5,978.88. The total for both was \$70,170.54.

Mr. Heath questioned the \$48,000 that was paid to Tucker Paving on January 25th. Mr. Woods noted that was the turn lane.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Check Register totaling \$70,170.54, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns asked for questions on the financials, the Board had none.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Burns asked for any other comments or requests. There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

On MOTION by Mr. Heath seconded by Mr. Rhinehart with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman