

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, November 14, 2018 at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum were:

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| Rennie Heath | Chairman |
| Andrew Rhinehart | Assistant Secretary |
| Lauren Schwenk | Assistant Secretary |

Also present were:

| | |
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| Jill Burns | District Manager |
| Clayton Smith | Field Manager |
| Sarah Sandy | District Counsel by phone |

The following is a summary of the actions taken at the November 14, 2018 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 at 3:30 p.m. and noted a quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period (*Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting*)

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oath to Newly Elected Board Members

Ms. Burns noted a Landowners' meeting was held the week prior, and she swore in Rennie and Andrew at that meeting. Ms. Burns added that Scott was not in attendance, so he would be sworn in at the next meeting.

B. Consideration of Resolution 2019-01 Canvassing and Certifying the Results of the Landowners Election

Ms. Burns noted that Rennie and Scott were elected to four-year terms, and Andrew was elected to a two-year term.

On MOTION by Ms. Schwenk seconded by Mr. Rhinehart with all in favor, Resolution 2019-01 Canvassing and Certifying the Results of the Landowners Election, was approved.

C. Consideration of Resolution 2019-02 Electing Officers

Ms. Burns noted every time the Board reelects Board Members, they reelect officers as well. Ms. Burns stated the previous officers were Rennie as Chairman, Scott as the Vice Chairman, and the other three Board Members as Assistant Secretaries. Ms. Burns noted she was Secretary, George Flint from GMS was an Assistant Secretary, and Ariel Lovera and Katie Costa were Treasurer and Assistant Treasurer. Ms. Burns asked the Board if they would like to keep the officers the same. The Board unanimously stated yes.

On MOTION by Mr. Rhinehart seconded by Ms. Schwenk with all in favor, Resolution 2019-02 Electing Officers, was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the October 10, 2018 Meeting

Ms. Burns asked for questions, comments, or corrections to the minutes.

On MOTION by Ms. Schwenk seconded by Mr. Rhinehart with all in favor, the Minutes of the October 10, 2018 Meeting, were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-03 Approving the Boundary Amendment

Ms. Burns noted there was a parcel approximately 34.97 acres that they are looking to include in the District boundaries. Ms. Burns asked Ms. Sandy to give a brief overview. Ms. Sandy explained that this resolution would just give additional authorization. Mr. Heath asked if it was only one parcel, Ms. Sandy stated it included the ten acres. Mr. Smith noted that the parcel ID's were listed on the back, and there were four parcels total.

On MOTION by Mr. Rhineheart seconded by Ms. Schwenk with all in favor, Resolution 2019-03 Approving the Boundary Amendment, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Revised Rules Relating to Parkin Enforcement and Discussion Regarding Towing Notification and Signage

Ms. Burns noted they had received multiple calls regarding confusion about the rules as that were written. Ms. Burns pointed out a section in the beginning that references definitions, and one of the definitions was overnight towing. She stated the rules in place did not have anything to do with hours. Ms. Burns reviewed the new rules with the removal of some definitions to clear up the confusion. Ms. Burns noted they are not changing the rules, they were only clarifying the language.

Ms. Schwenk asked how the parking was going with the one side rule in place. Ms. Burns answered that they have only received complaints from people who have been towed and were not notified. Ms. Burns stated that they sent new residents the towing rules and enforcement, and they also made flyers which were given to closing agents, builders, and everyone in the community.

Ms. Burns noted that the towing signs at the front of every phase are installed by the towing company, they simply saw it is a tow away zone. Ms. Burns stated the complaints they have received from people who have been towed is that there is not necessarily signage saying what the policy is. Ms. Burns stated that, according to the statute, they have covered all of their bases. Ms. Burns noted they had a request to put a sign at the front of each phase stating the actual policy, but with your limited funds I would not suggest doing that. Ms. Burns stated she wanted the Board to be aware of the feedback they had been receiving.

On MOTION by Ms. Schwenk seconded by Mr. Rhinehart with all in favor, the Revised Rules Relating to Parking Enforcement and Discussion Regarding Towing Notification and Signage, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated she had nothing additional at this time. She noted they are in the process of getting together the boundary amendment petition.

B. Engineer

There being none, the next item followed.

C. Field Manager's Report

Mr. Smith presented the Field Manager's Report, which was included in the agenda package. He noted the pool latch was having issues, but they fixed it and it is working fine now. Mr. Smith noted he straightened the signs on the door, because they kept sliding. He added that a homeowner called about a section of fence that had fallen down, and it looked like someone had either ran into it or bumped into it. Mr. Smith read and reviewed a list of completed items. Mr. Smith reviewed pending items, starting with the irrigation throughout the community. He noted he did some wet checks in phase 2A as well as 2B, and they had a call about some in phase 3. Mr. Smith noted Brett is aware of it, and he has a guy that is coming out on Monday to fix the irrigation valves in phase 2A. Mr. Smith discussed Brett going forward with a plant replacement proposal for the area around the pool. Mr. Smith noted that in phase 3 someone had taken possibly a front end loader and torn up the edges of the dry pond. Ms. Burns stated she would get with Lennar on that.

D. District Manager's Report

i. Balance Sheet and Income Statement

Ms. Burns presented the Unaudited Financial Statements through September. Ms. Burns stated they expect funds from the tax collector within the next couple of weeks, so they will be able to have funding to do some of the items they have been discussing and also pay some of the invoices they've been holding as well.

ii. Ratification of Payment Authorization #173-174

On MOTION by Mr. Heath seconded by Mr. Rhineheart with all in favor Payment Authorization #173-174 were ratified.

iii. Ratification of Requisitions #41-47

On MOTION by Ms. Schwenk seconded by Mr. Rhinehart with all in favor Requisitions #41-#47 were ratified.

iv. Discussion on Priority of Previously Approved Projects

Ms. Burns stated that the Board previously approved \$12,150 to replace the speed limit signs from 30 mph to 15 mph, and also approved irrigation on Woodlark Drive in the amount of \$4,025. Ms. Burns noted they found out after they received that quote that there are no meters installed, so they would have to install meters. She noted to install meters it would cost approximately \$20,000. Ms. Burns stated they have \$27,500 in the contingency line item for the fiscal year that started on October 1st. Ms. Schwenk noted that the speed limit was more of a concern to the Board. Mr. Heath suggested doing to speed limit signs now, and doing irrigation later.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman