

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 Thursday, June 20, 2019 at 10:45 a.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 |
| Joel Adams | Assistant Secretary by phone |

Also, present were:

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|----------------|------------------|
| Jill Burns | District Manager |
| Clayton Smith | Field Manager |
| Roy Van Wyk | District Counsel |
| Patrick Marone | |

The following is a summary of the actions taken at the June 20, 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 there were three supervisors in attendance and one was attending by phone, 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 April 10,
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. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the March 13th, 2018 Board of Supervisors Meeting, were approved as presented.

FOURTH ORDER OF BUSINESS

Notice of Boundary Amendment

Ms. Burns stated the Boundary Amendment will be recorded & filed, which puts notice that this area has been added to the boundaries of the Highland Meadows II CDD.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Notice of Boundary Amendment to be Recorded & Filed was approved.

FIFTH ORDER OF BUSINESS

Consideration of Supplemental Engineer's Report

Ms. Burns included in your agenda package is the Supplemental Engineer's Report for the expansion area 7 and 7A. The total for the 210 lots is \$4,559,500. There are 168 lots in phase 7 and 42 in lots in phase 7A.

On MOTION by Mr. Heath seconded by Mr. Rhinehart with all in favor, the Supplemental Engineer's Report was approved.

SIXTH ORDER OF BUSINESS

Consideration of Supplemental Assessment Methodology Report

Ms. Burns discussed the Supplemental Assessment Methodology Report. This allocates the debt to properties based on the special benefit that they receive from the capital improvement plan. There is a total of 210 assessable units.

Mr. Van Wyk asked is it your professional opinion that the assessments are fairly and reasonably apportioned across the parcels within 7A and 7 areas?

Ms. Burns responded they are.

Mr. van Wyk asked is it your professional opinion that the benefit received by the parcels are equal to or exceeds the burden placed upon the lands by the special assessment?

Ms. Burns responded yes.

On MOTION by Ms. Schwenk seconded by Mr. Heath with all in favor, the Supplemental Assessment Methodology Report was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-07
Declaring Special Assessments**

Ms. Burns advised of changes on the whereas clause on the second from the bottom on page one. It should state Supplemental Assessment Methodology Report instead of Master Assessment Methodology Report and the date should be June 20, 2019. The amount in section four will be \$4,559,500 and in section five, the blank will be \$6.5M.

Mr. van Wyk advised Resolution 2019-07 makes certain findings; such as, it declares special assessments, it reflects the estimated costs of the construction of the improvements, the necessary costs of financing those improvements, the manner in which the special assessments will be imposed and how they will be made, when the special assessments will be paid, it designates the lands upon which those special assessments will be made and it provides for an assessment plat, as well as a preliminary assessment roll.

On MOTION by Mr. Heath seconded by Ms. Schwenk with all in favor, Consideration of Resolution 2019-07 Declaring Special Assessments was approved as amended.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2019-08
Setting a Public Hearing for Assessments**

Ms. Burns advised of setting the public hearing date assessment to be set for August 14, 2019 at 3:30 p.m. at this location. Staff will send a mailed notice to all of the landowners and will publish a notice in the newspaper.

On MOTION by Ms. Schwenk seconded by Mr. Heath with all in favor, Consideration of Resolution 2019-08 Setting a Public Hearing for Assessments on August 14, 2019 at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, FL 33880 was approved.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2019-09
Setting a Public Hearing Expressing the
District’s Intent to Utilize the Uniform
Method of Levying, Collecting and
Enforcing Non Ad Valorem Assessments**

Ms. Burns advised of setting a public hearing on August 14, 2019 at 3:30 p.m. at this location to express the District’s intent to utilize the uniform method of levying, collecting and enforcing non ad valorem assessments.

On MOTION by Ms. Schwenk seconded by Mr. Heath with all in favor, Consideration of Resolution 2019-09 Setting a Public Hearing Date of Auguste 14, 2019 at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, FL 33880 for Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting & Enforcing Non Ad Valorem Assessment was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Wyk had nothing further for the Board.

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. Items of discussion: The pool area wi-fi is up and running. Business internet will be separate than the resident internet. The soft closer is installed on the gate and the lock will need to be fixed. All irrigation wells are up and running. The meter was set for the lights. Irrigation repairs were made. There are stop signs and street signs missing in Phase 4A. The Board authorized replacement of stop signs and street signs at a cost \$866 and the quote from CAS for plant replacement and mulching at a cost of \$32,298, for mulching the playground with six inches of pine mulch and two benches for dog park area. The Board discussed looking into rubber mulch as a possibility at a later date.

On MOTION by Mr. Heath, seconded by Mr. Adams, with all in favor, Sign Replacement of \$866, Plant Replacement & Mulching of \$32,298, Mulching Playground with 6 Inches of Pine Mulch & 2 Benches for Dog Park Area were approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns noted the check register totaled \$185,789.49 in the general fund.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Check Register totaling \$185,789.49, was approved.

ii. Balance Sheet and Income Statement

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

iii. Ratification of Series 2017 Area 5 Requisition #90

Ms. Burns advised Requisition #90 was included in your agenda package for your ratification.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Series 2017 Area 5 Requisition #90 was ratified.

iv. Presentation of Number of Registered Voters – 1,146

Ms. Burns advised the Board there are 1,146 registered voters residing in the Highland Meadows II Community Development District.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor’s Requests


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

THIRTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman