

## **MINUTES OF MEETING**

### ***HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING***

*Thursday, February 12, 2015 at 11:30 a.m.*

*Holiday Inn Winter Haven*

*200 Cypress Gardens Boulevard,*

*Winter Haven, Florida 33880*

Board Members present at roll call:

Rennie Heath	Board Member
Andrew Rhinehart	Board Member
Lauren Schwenk	Board Member
Scott Shapiro	Board Member (via phone)

Also Present:

Roy Van Wyk	Hopping Green & Sams, P.A.
Sarah Warren	Hopping Green & Sams, P.A.
Joe MacLaren	Fishkind & Associates, Inc.
Jane Gaarlandt	Fishkind & Associates, Inc.
Todd Amaden	Landmark Engineering
Al Cassidy Jr.	Landowner Representative

### **Board of Supervisors' Meeting**

#### **FIRST ORDER OF BUSINESS**

#### **Call to Order and Roll Call**

The meeting was called to order. The Board Members and staff in attendance are outlined above.

#### **SECOND ORDER OF BUSINESS**

#### **Public Comment Period**

There were no comments from the public at this time.

#### **THIRD ORDER OF BUSINESS**

#### **Consideration of the Minutes of the October 28, 2014 Board of Supervisors' Meeting**

The Board reviewed the minutes of the October 28, 2014 Board of Supervisors' Meeting.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved the minutes of the October 28, 2014 Board of Supervisors Meeting.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-02, Ratifying the Sale of Series 2014 Bonds**

Ms. Warren explained that this resolution asks the Board to ratify the action that the Board took in connection with the sale of the Series 2014 Bonds including execution of all of the agreements.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Resolution 2015-02, ratifying the sale of the Series 2014 Bonds.

**FIFTH ORDER OF BUSINESS**

**Disclosure of Public Financing**

The Disclosure of Public Financing needs to be recorded in the County property records. Ms. Warren explained that section 190.009 of the Florida Statutes requires that the District take affirmative action to disclose when public financing has been used to finance improvements.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Board approved the Disclosure of Public Financing.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Improvements**

Ms. Warren requested that the District accept conveyance of the Phase 2A common area parcels from the Developer. Mr. Van Wyk noted that the plat was supposed to be recorded this week and as soon as the District does that then they will do the follow up documents for the actual bills of sale for the real property in Phase 2A. The District is also going to be acquiring the completed improvements in 2A which are inclusive of the water, sewer,

roadways, and the buffer wall and Mr. Van Wyk will be bringing the Board those as well. Mr. Van Wyk asked the Board to authorize the conveyance of those improvements to the District via bill of sale.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved the acceptance of Phase 2A Improvements.

Mr. Adams joined the meeting.

**SEVENTH ORDER OF BUSINESS**

**Consideration of District Website Options**

All Community Development Districts pursuant to a new Florida Statute are required to have an independent website operational by October 1, 2015. Mr. Fishkind has partnered with a website hosting company called VB Global Tech which was started by UCF graduates. The District manager has an agreement with them to host all of the District's websites. There are three options to choose from one is basic, one is medium, and one is deluxe. There will be no cost incurred until October 1, 2015. Mr. MacLaren explained that there is some work from Fishkind & Associates that will be ongoing with the website. There needs to be email addresses for the Board Members provided on the website that would route to the District manager. Ms. Gaarlandt noted that the email addresses for the Board Members are included in the Community Care option but not the Community Basics option. The Community Basic option is intended for inactive Districts, the Community Care Option offers up to five email addresses for the Board Members that would be routed to the District Manager, and Community Interactive is for Districts with large communities that have a lot of mailings for residents. Mr. MacLaren asked if in the absence of meetings the Board would delegate authority to one Board Member to research the options. The Board Members discussed selecting the Community Basic option right now and then upgrading as needed.

On MOTION by Ms. Schwenk, seconded by Mr. Adams, with all in favor, the Board approved the Community Basic option not to exceed \$2,000.00 to build the website and \$900.00 annual expenses.

**EIGHTH ORDER OF BUSINESS**

**Ratification of NAVITAS  
Equipment Finance Agreement**

Ms. Schwenk explained that this was for the leasing of the playground equipment that the District received. Mr. Heath asked if this was lease to own. Ms. Schwenk confirmed that it is lease to own. Ms. Gaarlandt noted that they had to get some additional insurance for the equipment as it was required by the finance company. Mr. MacLaren asked if the District owns the area that the playground equipment is on. Ms. Schwenk mentioned that 2B owns it. Mr. Adams asked if the Board could make a motion to accept the easement over the parcel where the playground equipment is located.

On MOTION by Mr. Adams, seconded by Mr. Heath, with all in favor, the Board accepted the easement over the parcel where the playground equipment is located and authorized the Chair subject to review by counsel to execute the easement when it is ready and ratify at a future Board Meeting.

Ms. Schwenk requested a motion to approve the NAVITAS Equipment Finance Agreement.

On MOTION by Mr. Heath, seconded by Mr. Schwenk, with all in favor, the Board approved the NAVITAS Equipment Finance Agreement.

**NINTH ORDER OF BUSINESS**

**Ratification of Payment  
Authorizations Nos. 16-26**

These had previously been approved by the Chair and funded.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Board ratified Payment Authorizations Nos. 16-26.

**TENTH ORDER OF BUSINESS**

**Ratification of Funding Request  
No. 4**

Mr. MacLaren asked if LGI had purchased lots. Mr. Heath stated that LGI purchased 100 lots. Mr. MacLaren asked if they had closed on the lots. Mr. Heath confirmed that they had. Mr. MacLaren asked if the District had collected O&M at closing. Mr. Shapiro said that he thought they did but that he would look into it. Mr. MacLaren noted that the District was down to \$8,000 in the general fund account so Ms. Lane had drafted another Funding

Request to the Developer for \$25,000.00 Mr. Shapiro noted that it didn't look like they had collected O&M at closing. There was a discussion about collecting assessments. Mr. Van Wyk suggested drafting an assessment resolution for the next meeting. Ms. Schwenk noted that the District needed to hire a company to provide landscape maintenance services and noted that she would look into possible options. Mr. Adams said he would look into options as well. Mr. MacLaren asked to be notified when a bulk lot closing took place so that O&M could be paid at closing. Mr. Shapiro noted that he had allocated the O&M evenly to the LGI lots.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**District Counsel** – No Report

**District Engineer** – No Report

**District Manager** – No Report

**NINTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

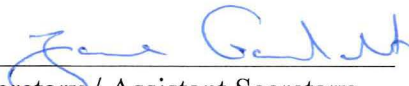
There were no other questions or comments

**TENTH ORDER OF BUSINESS**

**Adjournment**

There were no other questions or comments. Mr. MacLaren suggested a motion to adjourn.

ON MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board adjourned the February 12, 2015 Board of Supervisor's Meeting for the Highland Meadows II Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman