

**MINUTES OF MEETING**

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

*Thursday, May 14, 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. (via phone)
Todd Amaden	Landmark Engineering
Joe MacLaren	Fishkind & Associates, Inc.
Jane Gaarlandt	Fishkind & Associates, Inc.

**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 members of the public present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of  
the April 16, 2015 Board of  
Supervisors' Meeting**

The Board reviewed the minutes of the April 16, 2015 Board of Supervisors' Meeting.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the minutes of the April 16, 2015 Board of Supervisors Meeting.

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2015-07, Approving a Proposed Budget for FY 2015/2016 and Setting a Public Hearing Date Thereon**

Mr. MacLaren presented the proposed budget and noted that it will turn into assessments that will be levied. The O&M Budget is estimated at a total of \$173,000.00, and for the purpose of the O&M assessments an ERU of 1.0 has been assigned to each of the Phase 2 lots and 0.1 to each of the Phase 3 & 4 planned lots which will provide a breakdown of the O&M assessments. Mr. Van Wyk asked Mr. MacLaren how he came up with the ERU values. Mr. MacLaren responded that Phase 3 & 4 are not planned to be developed for a long time and they really do not benefit from the District's activities right now which is why he felt that a low ERU was appropriate for them. Mr. MacLaren stated that he reviewed the budget with both Mr. Shapiro and Mr. Adams. Mr. Adams expressed an interest in keeping the O&M invoices for the Developers off roll rather than putting it on roll for the developer owned lot. Mr. Shapiro asked that it be noted that the 84 lots for Phase 2B are being conveyed to LGI on June 5, 2015 so all of Phase 2B will be owned by LGI. In Phase 2A Highland Homes had taken 5-6 lots and Mr. Shapiro was not sure if Mr. MacLaren had been notified. Mr. MacLaren responded that he had been notified. Mr. Van Wyk noted that the builder owned lots would be collected on roll and the Developer owned lots off roll which is a benefit to District. Mr. Heath noted that the only lots going on roll are the lots owned by LGI. The Board agreed to also collect the 5-6 Highland Homes lots on the roll. Mr. MacLaren recommended Thursday August 13, 2015 at 11:30 a.m. at the current location as the public hearing date.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved Resolution 2015-07, Approving a Proposed Budget for Fiscal Year 2015/2016 and Set August 13, 2015 at 11:30 a.m. as the Public Hearing Date.

**FIFTH ORDER OF BUSINESS****Consideration of Agreement with Polk County Tax Collector**

Mr. MacLaren noted that this agreement had previously been approved and requested the Board's ratification of the agreement with the Polk County Tax Collector to collect any assessments that the District wishes to place on roll. Ms. Warren noted that the agreement is actually with the Property Appraiser.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Board ratified the Agreement with Polk County Property Appraiser.

**SIXTH ORDER OF BUSINESS**

**Consideration of Direct Collection Agreement with Highland Meadows, LLC**

Mr. Van Wyk explained that this provides for quarterly billing and payments based on whatever amount the District ultimately impose as assessments on those parcels. He also noted that the budget is still flexible until 60 days out so they can still modify the budget and adjust the assessments. This will provide for those direct collections that the Board had talked about in lieu of being placed on the roll.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Direct Collection Agreement with Davenport Investment I, LLC.**

Mr. MacLaren requested approval of both of the collection agreements.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Direct Collection Agreements with Highland Meadows, LLC and Davenport Investment I, LLC.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Payment Authorizations Nos. 33-35**

These had previously been approved by the Chair and funded.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board ratified Payment Authorizations Nos. 33-35.

**NINTH ORDER OF BUSINESS**

**Review of Monthly Financials**

There was no action required by the Board. Mr. Shapiro asked if LGI paid both O&M and Debt Service on their lots. Mr. MacLaren responded that LGI paid their Debt Service for May 1 on April 30, they have not yet paid for their O&M but they still have another 5 days before it is due. Mr. Shapiro suggested that Mr. MacLaren send them an email reminding them that it is critical that they pay their O&M by that date.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**District Counsel** – Mr. Van Wyk noted that Staff is still moving forward with the Boundary Amendment. The consents and the petition draft and are ready and they are just waiting on final exhibits. Mr. MacLaren asked if they will be adding more lots. Mr. Van Wyk responded that they will be adding 20 more acres. Mr. Heath noted that it might be close to 80 lots. Mr. MacLaren noted that the District manager usually drafts a document that outlines assessments for those 80 units and any changes to the costs of the CIP will be subject to bond debt assessments as well. Mr. Heath stated that the additional acres are not yet part of the District. Mr. Van Wyk asked if the zoning was done. Mr. Heath responded that it was not yet done, but the first reading was scheduled for May 26th. Mr. Van Wyk noted that the Council always do a hearing on whether to accept the petition and he will try to get it in front of them during the first reading and have both readings be close together.

**District Engineer** – Mr. Amaden stated that he has received what he needed from the Engineer and the Developer so those exhibits would be prepared shortly.

**District Manager** – No Report

#### **ELEVENTH ORDER OF BUSINESS**

#### **Supervisor Requests and Audience Comments**

There were no other questions or comments

#### **TWELFTH ORDER OF BUSINESS**

#### **Adjournment**

Ms. Gaarlandt suggested a motion to adjourn.

ON MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board adjourned the May 14, 2015 Board of Supervisor's Meeting for the Highland Meadows II Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman