

MINUTES OF MEETING

HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Thursday, January 19, 2017 at 9:39 a.m.

Offices of Cassidy Homes

346 East Central Ave.

Winter Haven, FL 33880.

Board Members present at roll call:

Lauren Schwenk	Board Member	
Rennie Heath	Board Member	
Scott Shapiro	Board Member	
Joel Adams	Board Member	(via phone)

Also Present:

Jane Gaarlandt	Fishkind & Associates, Inc.	
Joe MacLaren	Fishkind & Associates, Inc.	
Roy Van Wyk	Hopping Green & Sams, P.A.	
Camille Evans	Greenberg Traurig	(via phone)
Bob Gang	Greenberg Traurig	(via phone)

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 are no members of the public present.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the December 20, 2016 Board of Supervisors' Meeting

The Board reviewed the minutes of the December 20, 2016 Board of Supervisors' Meeting.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved the Minutes of the December 20, 2016 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Public Hearing on the Imposition of Special Assessments on the Assessment Area

- a) Public Comments and
Testimony**
- b) Board Comments**
- c) Consideration of Resolution
2017-09, Levying Special
Assessments**

Mr. Van Wyk requested a motion to open the public hearing.

On MOTION by Mr. Shapiro, seconded by Ms. Schwenk, with all in favor, the Board opened the Public Hearing.

The public hearing was noticed in the paper and a mailed notice was sent as required by Florida Statute. Mr. Van Wyk called for public comments, there were none. He noted at the last meeting staff provided an Assessment Methodology and an Engineer's Report for Phases 4B/C, 5, and 6. At the last meeting Mr. Amaden confirmed that the costs were reasonable and that the costs were appropriate for this type of project and that there was no reason the District could not complete the project. Also at the last meeting, Mr. MacLaren provided the Board with an Assessment Methodology that took the amounts provided for in the Engineer's Report and apportioned them across the properties and estimated the cost of the issuance of the Bonds that would be necessary to fund the improvements outlined in the Engineer's Report. Mr. Van Wyk explained that today the District is holding a public hearing to finalize and impose the Special Assessments as set forth in the Assessment Methodology. There are no changes to the Methodology or the Engineer's Report and the Assessment Plat has been on file with the District's Records office. A discussion took place relating to missing parcels in one of the maps that was an exhibit to the Engineer's Report. The incorrect map had also been used in the published notice for the assessment hearing. Mr. Van Wyk recommended continuing the public hearing and consideration of the assessment resolution while revised notices of the proposed assessments were published and mailed. Mr. Van Wyk recommended the Board continue the public hearing to 25 days from now and republish the notices.

On MOTION by Mr. Shapiro, seconded by Mr. Heath, with all in favor, the Board continued the Public Hearing until February 13, 2017 at 9:00 a.m. at 346 East Central Avenue, Winter Haven, Florida 33880.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-10, Delegation Resolution

Ms. Evans explained that this resolution contemplates the authorization of Special Assessment Bonds Series 2017 for assessment area 5 and assessment area 6 which coincide with Phase 5 and Phase 6. The assessment area 5 Bonds will be issued in an aggregate principle amount not to exceed \$7,000,000.00 and the assessment area 6 Bonds will be issued in an aggregate principle amount not to exceed \$3,000,000.00. The assessment area 5 Bonds will be issued under a form of Fifth Supplemental Trust Indenture and the assessment area 6 Bonds will be issued under a form of a Sixth Supplemental Trust Indenture. Attached to the resolution are Exhibits A, B, C, D, E, and F which include a form of the Fifth and Sixth Supplemental Trust Indentures, a form of the Bond Purchase Contract, a form of the Preliminary Limited Offering Memorandum, a form of Rule 15c2-12 Certificate, and a form of the Continuing Disclosure Agreement. There were no questions from the Board members. Mr. Maclaren requested a motion to approve Resolution 2017-10.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved Resolution 2017-10, Delegation Resolution.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2017-11, Setting a Public Hearing on Adoption of Amenity Policies

Mr. Van Wyk explained that District staff provided the Board with a draft of the Amenity Policies. Behind the policies are the Notice of Rulemaking and within that notice, rates would be set as well. The key items are the non-resident user fee to be estimated at \$2,500 per year per user for a one-year Use Agreement. The policies and rate schedule are not being adopted until the public hearing. Mr. Van Wyk requested that the Board authorize District staff to provide Notice of Rulemaking and Rule Development for the policies.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Board approved Resolution 2017-11, Setting March 9, 2017 at 9:00 a.m. at 346 East Central Avenue, Winter Haven, Florida 33880 as the Public Hearing Date of Adoption of Amenity Policies and authorized District Staff to provide notice of Rulemaking and Rule Development.

SEVENTH ORDER OF BUSINESS

Discussion of Status of Amenity Center Documents/Assignment of SRD Construction Contract

a) Consideration of Proposal for Amenity Center Insurance

Mr. Van Wyk asked if the Amenity Center was ready to be opened. Ms. Schwenk stated that it should be open within the next 30-45 days. The pool area and deck are currently being finished and then landscaping and irrigation will be finished after that.

Mr. Maclaren obtained an insurance proposal from the District's current insurance provider, Florida Insurance Alliance, who had an additional annual premium of \$6,841.00, on a prorated basis it comes out to \$4,800.00 for the remainder of the District's Fiscal Year. Mr. MacLaren thought that was high and is trying to get an additional quote. He recommended the Board authorize a-not-to exceed amount for insurance of \$6,841.00.

On MOTION by Mr. Shapiro, seconded by Ms. Schwenk, with all in favor, the Board authorized Fishkind & Associates to secure insurance not-to-exceed \$6,900.00.

Ms. Schwenk asked if the District has transferred the Amenities. Mr. Van Wyk said that it has not been deeded over and it is still in the name of the Developer. Ms. Schwenk will call Ms. Strong to prepare the deed. The deed and the bill of sale need to be in place at the same time and then the Board will transfer all the improvements over to the District. Ms. Schwenk will get the documents ready so it can be approved at the next meeting.

EIGHTH ORDER OF BUSINESS

Ratification of Payment Authorizations Nos. 102-106

The Board reviewed Payment Authorizations Nos. 102-106. Mr. Heath noted that Payment Authorization 105 is high. Ms. Schwenk stated that the well is being constructed now and should be complete in the next couple of weeks and the District had a lot of water needed at all the entries and that is why the well is being constructed. She also explained that the new landscaping must be watered in for the first 120 days. The well will take care of 4A and the Amenity Center and all the landscaping in 2B in the right-of-way. Board Members discussed the need to pre-plan wells for Phased 5 and 6.

On MOTION by Ms. Schwenk, seconded by Mr. Shapiro, with all in favor, the Board ratified Payment Authorizations Nos. 102-106.

NINTH ORDER OF BUSINESS**Review of Monthly Financials**

The Board reviewed the monthly financials. Mr. Maclaren mentioned that the District received an additional proposal from Stewart. Ms. Schwenk explained that the District has many dead trees on site which were installed 2 years ago, and the water was not sufficient to keep those trees alive. CAS is doing lawn care out there and homeowners have concern about the dead trees. There are 26 dead Oak Trees and Ms. Schwenk noted that Stewart can do the replacement for \$5,850.00, she wants to wait until the wells are installed but wanted to go ahead and have the trees approved.

On MOTION by Mr. Heath seconded by Mr. Shapiro, with all in favor, the Board approved Stewart's estimate number of 959 in the amount of \$5,850.00 to replace 26 Oak Trees.

TENTH ORDER OF BUSINESS**Staff Reports**

District Counsel – No Report

District Engineer – Not Present

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**

There was no further business to discuss. Mr. MacLaren requested a motion from the Board to continue the Meeting.

ON MOTION by Mr. Heath, seconded by Mr. Shapiro, with all in favor, the Board of Supervisor's for Highland Meadows II Community Development District continued the January 19, 2017 meeting until February 13, 2017 at 9:30 a.m. at 346 East Central Avenue, Winter Haven, Florida 33880.


Secretary / Assistant Secretary


Chairman / Vice Chairman