

MINUTES OF MEETING

HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Thursday, April 13, 2017 at 9:10 a.m.

Offices of Cassidy Homes

346 East Central Ave.

Winter Haven, FL 33880.

Board Members present at roll call:

Rennie Heath	Board Member
Lauren Schwenk	Board Member
Andrew Rhinehart	Board Member
Scott Shapiro	Board Member

Also Present:

Jane Gaarlandt	Fishkind & Associates, Inc.	
Joe MacLaren	Fishkind & Associates, Inc.	
Roy Van Wyk	Hopping Green & Sams, P.A.	(via phone)
Sarah Warren	Hopping Green & Sams, P.A.	(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 were no public comments at this time.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the March 9, 2017 Board of Supervisors' Meeting and the March 22, 2017 Continued Meeting

The Board reviewed the minutes of the March 9, 2017 Board of Supervisors Meeting and the March 22, 2017 Continued Meeting.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved the Minutes of the March 9, 2017 Board of Supervisors' Meeting and March 22, 2017 Continued Meeting.

Mr. Shapiro joined the meeting in progress at 9:13 a.m.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2017-15, Ratifying the Sale of Series 2017 Bonds

Ms. Warren explained that this resolution ratifies all of the actions taken by the Board in connection with the District's issuance of the Series 2017 Assessment Area 5 project Bonds and the Series 2017 Assessment Area 6 Project Bonds that were issued on March 29, 2017. Mr. MacLaren requested a motion to approve Resolution 2017-15.

On MOTION by Mr. Heath, seconded by Mr. Shapiro, with all in favor, the Board adopted Resolution 2017-15, ratifying the Sale of Series 2017 Bonds.

FIFTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing

Mr. MacLaren explained that this has been updated to reflect the details of the District's latest Bond issuance. Ms. Warren noted that this is the Second Amended and Restated Disclosure and it is updated each time the District issues an additional Series of Bonds and this one now describes the Series 2017 Bonds and the associated project. The legal description is not in the document. Ms. Gaarlandt noted that it will be added.

On MOTION by Mr. Heath, seconded by Mr. Shapiro, with all in favor, the Board approved the Amended and Restated Disclosure of Public Financing Subject to the addition of the Legal Description.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2017-16, Approving a Proposed Budget

**for Fiscal Year 2017-2018 and
Setting a Public Hearing Thereon**

Mr. MacLaren recommended July 13, 2017 as the date of the public hearing which is the District's normal meeting date in July. An increase is being proposed in assessment revenues, however, there is no increase in assessment levels as the additions of the new platted lots and new unplatted lands will absorb the increase in assessment revenues without increasing O&M assessments for the platted lot owners. Mr. Shapiro said that he needs to spend a little time with the District Manager on the budget and proposing some adjustments. He said that the District has a large budget for City water for the irrigation system of \$75,000.00 and the District has been successful in installing wells that will service the irrigation for Phase 2, Phase 3, and Phase 4A and all future Phases. Ms. Schwenk noted the connection will be done by Friday. Mr. Shapiro said that the water bill for irrigation should be minimal. The only water that should be of significance is at the Amenity area. Mr. Shapiro asked Mr. MacLaren to have Ms. Lane add a line item for water at the cabana. It will break down the cost so the District knows what to expect for water related to the Amenities. Mr. Shapiro thinks that the District can take the water field expense down. Mr. Heath said that water reclaimed and irrigation seem to be the same and if one of those is for repairs it should say that. Mr. Shapiro asked Mr. MacLaren to remove the word "Reclaimed" for clarity on each of the line items. Ms. Schwenk will check on the cable internet for the cameras. She also noted that there are some dead oak trees that need to be replaced. Mr. Shapiro asked that the District manager get the signs put together and Ms. Gaarlandt will get a listing of the signs that the District needs. Mr. Shapiro asked when the pool will be open for use. Ms. Schwenk said that the pool furniture is being delivered next Friday. Mr. Heath said that the District must get certified by the Health Department before the District opens it. The sign will say that the pool and cabana are for use by patrons only and any questions to contact the District Managers office. Mr. Shapiro would like to study the line item for the street lights more and asked to get landscape maintenance proposals for Phase 4B & 4C, 5 & 6. Ms. Schwenk will get the landscaping plans from Dennis. Mr. Shapiro requested that Ms. Schwenk get a quote for a full year and then they can prorate it. Mr. MacLaren requested the Board's preliminary approval of the budget and for the Board to set a date for the public hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Heath, with all in favor, the Board approved Resolution 2017-16, Approving a Proposed Budget for Fiscal Year 2017-2018 and Setting July 13, 2017 at 9:00 a.m. at the current location for the Public Hearing.

SEVENTH ORDER OF BUSINESS

**Ratification of Payment
Authorizations Nos. 113-116**

The Board reviewed Payment Authorizations Nos. 113-116. Ms. Schwenk explained that Mr. Downs left Fence Outlet and did not turn in any of the paperwork for Phase 4A fence repair. Payment Authorization 115 is from July 29, 2016 and was received on March 15, 2017. Ms. Gaarlandt said that they have been going back and forth and there is another proposal for repair of a fence section in an area that had erosion. Ms. Schwenk said that longer posts were supposed to be ordered, but Mr. Downs did not put the order in before he left the company and the new person did not know about it. The area was not sodded so the sand eroded and a portion of the fence fell over. Ms. Schwenk will contact Mr. Allende about it. Mr. MacLaren requested a motion to approve Payment Authorizations Nos. 113-116.

On MOTION by Mr. Heath, seconded by Mr. Shapiro, with all in favor, the Board ratified Payment Authorizations Nos. 113-116.

EIGHTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the monthly financials. The District is at \$203,000.00 in expenses vs a budget of \$177,000.00. The District is running over budget and it will even out as the fiscal year progresses. There was no action to necessary by the Board.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – Mr. MacLaren noted that Mr. Rhinehart drafted a Letter of Resignation but has decided not to resign and asked if Mr. Rhinehart should formally withdraw his resignation. Ms. Warren said no because it indicates that it is effective only upon the Board's acceptance.

Ms. Gaarlandt said that there was a discussion at the last meeting about finding a resident to attend to the Amenities. Mr. Rhinehart noted that they are considering a homeowner, who was added to the Board of Directors at the recent HOA meeting. Mr. Shapiro recommended speaking to Joel or a Sales Manager who might be interested.

TENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no Supervisor requests or audience comments.


ELEVENTH ORDER OF BUSINESS

Adjournment

There was no further business to discuss.

ON MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board of Supervisor's for Highland Meadows II Community Development District adjourned the April 13, 2017 Board of Supervisors' Meeting.


Secretary / Assistant Secretary


Chairman / Vice Chairman