

**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 Wednesday, **January 8, 2020** at 3:35 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Andrew Rhinehart
Patrick Marone
Milton Andrade

Assistant Secretary
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk
Clayton Smith

District Manager, GMS
HGS
Field Manager, GMS

The following is a summary of the actions taken at the January 8, 2020 meeting. 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 constituting a quorum. She went over meeting procedures for the new residents.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns asked for public comments on the agenda items. There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Swearing in of Milton Andrade

Ms. Burns noted Mr. Andrade was sworn in prior to the meeting starting.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the December 11, 2019 Board of Supervisors Meeting

Ms. Burns asked for questions, comments, or corrections to the December 11, 2019 board of supervisors meeting minutes. The board had no changes or comments.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the Minutes of the December 11, 2019 Board of Supervisors Meeting, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-04 Re-Designating the Primary Administrative Office and Principal Headquarters for the District

Ms. Burns noted this is an administrative item. The administrative office for the district is her office in Orlando. Her office moved so this sets the administrative office with the new address. The board had no questions.

On MOTION by Mr. Marone, seconded by Mr. Andrade, with all in favor, Resolution 2020-04 update of administrative office address, was approved.

SIXTH ORDER OF BUSINESS

Ratification of 2020 Polk County Property Appraiser Data Sharing and Usage Agreement

Ms. Burns stated this is an agreement that needs to be signed with Polk County each year. It is primarily for Ms. Burn’s office and it deals with not disclosing exempt parcel information. People who are police, fire, judges, etc. are exempt parcels, so when getting tax collector information, they don’t need to be disclosed.

On MOTION by Mr. Rhinehart, seconded by Mr. Marone, with all in favor, the 2020 Polk County Property Appraiser Data Sharing and Usage Agreement, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-05 Ratifying the Sale of Series 2019 Bonds (Assessment Area 7/7A)

Ms. Burns noted this resolution will ratify, confirm, and approve all the actions the staff, Chair, Vice Chair, Treasurer, Assistant Secretaries, and district staff took for the sale of the 2019 bonds that cover the 7/7A assessment area and everything that was signed at the closing.

On MOTION by Mr. Rhinehart, seconded by Mr. Andrade, with all in favor, Resolution 2020-05 Ratifying the Sale of Series 2019 Bonds, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing

Ms. Burns noted this document will be recorded to add the notice of the new bond issuance for covering phase 7/7A. There is an existing disclosure in place for the previous series of bonds that cover the other phases, and this will be recorded to add the new phase.

Mr. Van Wyk noted this will be sent to the builders that are located within 7/7A so that they can disclose to the buyers.

On MOTION by Mr. Rhinehart, seconded by Mr. Andrade, with all in favor, the Amended and Restated Disclosure of Public Financing, was approved.

NINTH ORDER OF BUSINESS

Consideration of Notice of Lien for Assessment Area (7/7A)

Ms. Burns noted this will be recorded so that when potential buyers come in to purchase a home in that area, this notice will show up on their title search to know that there is an assessment in place on that property.

On MOTION by Mr. Rhinehart, seconded by Mr. Andrade, with all in favor, the Notice of Lien for Assessment Area (7/7A), was approved.

TENTH ORDER OF BUSINESS

Ratification of Agreement with Polk County Property Appraiser

Ms. Burns noted this needs to be entered into each year in order to collect assessments on roll. They will provide all the parcel information and they require a new agreement each year. This is the new agreement for the tax roll that will come out in 2020.

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

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing to report.

B. Engineer

There being none, the next item followed.

C. Field Manager's Report

Mr. Smith presented the field manager's report.

In progress items include:

- Sod/Plant Replacement- Still working with the landscape company to fix some landscaping items and get proposals to replace sod in front of the pool area. Changing out some plants at some entrances and adding a couple areas of mulch, like last year.
- Signage- Several signs have been replaced but still working on getting some straightened. Also taking inventory of all the signs that are leaning or messed up in some way. They will all be fixed in the future.

Upcoming projects:

- Pool Area/Maintenance- Replace some missing stones. Square cutting some damaged asphalt sections and replacing them. The pool area has a couple of items that need to be replaced; nets, lifesaving ring, hooks, etc. There are also some wall areas that could use some cleaning and attention.
- Border Fence- The homeowners are agreeable to the fence, but one owner had an issue about the sod. Once the fence is moved their yard was not sodded all the way. Mr. Smith's approach explained to the homeowner that they are getting more yard, but sod will not be provided. The issue would need to be taken up with the builder. Ms. Burns recommended contacting the builder to see about coordinating them doing the work and go from there. She noted addresses would be confirmed and the builder would be contacted.

Completed projects:

- Irrigation issues were repaired. All the damaged boxes were replaced as well.

Mr. Smith explained it was clearly someone with a trailer that caused the damage. When they were turning around, they went all through the grass and ran everything over. He noted that people building the phase just south of 4C/B are coming out with loaders and equipment and turning around in the right of way and have torn up a lot of the grass. He suggested there be some communication about them fixing it or grading it back down.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register for November and asked for any questions. The board had no questions.

On MOTION by Mr. Rhinehart, seconded by Mr. Andrade, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

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

iii. Ratification of Summary of Series 2019 (Phase 7/7A) Requisitions #1-#10

She noted these have already been approved by the Chair and district engineer and just need to be ratified by the board.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, Summary of Series 2019 (Phase 7/7A) Requisition #1-#10, was ratified.

TWELTH ORDER OF BUSINESS

Supervisor’s Requests

Ms. Burns asked for any supervisor’s requests. There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Other Business

Ms. Burns asked for any other comments or requests.

The first resident asked if the development has private or public roads. Ms. Burns answered that they are public roads. The resident stated that she just got a letter from her HOA stating that they were private. Ms. Burns confirmed that they are public roads. The resident asked

if golf carts are permitted on the road. Ms. Burns noted that the CDD has no involvement in the traffic enforcement within the community, that would be according to the police department. Ms. Burns stated if residents have a street legal golf cart (license plate, registered) you can drive a golf cart. Not only in the community, mostly anywhere that has a lower speed of traffic. If the golf cart is registered has lights, wipers, all the requirements that you need to do to have it registered with a license plate you can drive them. Otherwise, it is not a golf cart designated community where you can drive them. Mr. Smith explained that there are places that will take non-street legal carts and make them street legal.

Another resident reported a streetlight out. Ms. Burns stated if he has the location, they can pull the tag off of it. If the resident has the tag number, they can call and report it.

A resident stated that she noticed in the minutes of the last meeting that someone mentioned speed bumps. She stated that she is very against speed bumps. She asked to speak with Ms. Burns afterwards about parking because there is still some confusion. The HOA sent out some things about parking. Ms. Burns stated that she would meet with her and go over it.

A resident expressed his opinion against the speed bumps. Ms. Burns noted that the speed bumps were a request by a resident. She confirmed the board has no intention to add those.

FOURTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

On MOTION by Mr. Rhinehart, seconded by Mr. Andrade, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman