

**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, **December 11, 2019** at 3:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

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|------------------|---------------------|
| Rennie Heath | Chairman |
| Andrew Rhinehart | Assistant Secretary |
| Patrick Marone | Assistant Secretary |

Also, present were:

| | |
|------------------------------|-----------------------|
| Jill Burns | District Manager, GMS |
| Roy Van Wyk | HGS |
| Michelle Rigoni | HGS |
| Dennis Wood <i>via phone</i> | District Engineer |

The following is a summary of the actions taken at the December 11, 2019 meeting, and 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.

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 not present, and the item would be tabled to the next meeting.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 13, 2019 Audit Committee and Board of Supervisors Meeting

Ms. Burns asked for questions, comments, or corrections to the November 13, 2019 audit committee and board of supervisor meeting minutes. The board had no corrections or comments.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the November 13, 2019 Audit Committee and Board of Supervisors Meetings, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-03 Supplemental Assessment Resolution

Ms. Burns noted this resolution would set forth the specific terms of the sale of the bonds for the Assessment Area 7 and 7A. The resolution will also confirm the liens of the Special Assessments securing the Assessment Area 7 bonds. Ms. Burns asked for any questions, the board had none.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2020-03 Supplemental Assessment Resolution, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Supplemental Engineer's Report for Capital Improvements (Phase 7 & 7A)

Ms. Burns noted the report was included in the agenda package. Mr. Van Wyk noted there was a slight change in the cost allocation.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Supplemental Engineer's Report for Capital Improvements (Phase 7 & 7A), was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Series 2019 Developer Agreements

A. Acquisition Agreement

Ms. Burns noted the acquisition agreement is between the district and Clayton Properties Group.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Acquisition Agreement, was approved.

B. Completion Agreement

Ms. Burns noted the completion agreement is between the district and Clayton Properties Group.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Completion Agreement, was approved.

C. Collateral Assignment

Ms. Burns noted the collateral assignment agreement is between the district and Clayton Properties Group.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Collateral Assignment Agreement, was approved.

D. True-Up Agreement

Ms. Burns noted the true-up agreement is between the district and Clayton Properties Group. The developer is obligated, or required, to make certain true-up payments related to the Assessment Area 7, subject to the terms of the agreement.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the True-Up Agreement, was approved.

E. Declaration of Consent

Ms. Burns summarized the Declaration of Consent and asked for any questions. The board had none.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Declaration of Consent, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni asked for a motion to approve recording the Notice of Lien of Special Assessment.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Recording the Notice of Lien of Special Assessment, was approved.

B. Engineer

There being none, the next item followed.

C. Field Manager’s Report

Mr. Smith presented the field manager’s report. Completed items included:

- Light Repair – The Reserve
 - Inoperable lights at “The Reserve” were fixed, a photocell was replaced, an inoperable fixture was also replaced
- Pool Gate Power Issues
 - Gate power was moved to repaired outlet to isolate the power and prevent gate from tripping breaker, thus causing the gate to lose power
 - Poorly functioning GFCI outlet was replaced to power other items
- Pool Gate Settings
 - Gate setting changed to allow gate to open in the event of power loss
- Directional Bore in Right of Way
 - Damaged area along 4B/C repaired with sod

In progress items include:

- Sod/Plant Replacement
- Signage
- Damaged Irrigation Boxes
- Border Fence
 - The board discussed getting a survey of the area, specifically the area in Phase 3 where it has been claimed border fence encroaches on the homeowner’s property. The board discussed multiple estimates to move the fence. The board chose not to get a survey and to approve fence Option 2.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Fencing Option #2 to move the entire fence, was approved.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register and asked for any questions. The board had none.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, 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.

NINTH ORDER OF BUSINESS

Other Business

Ms. Burns asked for any public comment. A resident asked about how the property line would affect owners. Ms. Burns noted they would continue to monitor the vandalism from the high school students kicking and cutting the fence. Ms. Burns suggested that residents continue to call the cops, and hopefully that will deter them from doing that in the future. Residents mentioned that they had videos of kids kicking and jumping the fence.

Residents and the board discussed speed bumps in the community. Ms. Burns noted there is no plans to add them to CDD roads at the moment.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Burns asked for any other comments or requests. There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman