

**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 Tuesday, **August 17, 2021** at 2:30 p.m. at the Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL.

Present and constituting a quorum:

Christopher Lopez
Kristen Anderson
Milton Andrade

Vice Chairman
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk
Marshall Tindall
Residents

District Manager, GMS
KE Law Group
GMS

The following is a summary of the discussions and actions taken at the August 17, 2021 Highland Meadows II Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and stated that the Supervisors listed above were in attendance, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that this portion of the agenda was for residents who had any comments on agenda items listed. If there were any items that were not on the agenda that residents wanted to discuss, it should occur at the public comment section at the end of the meeting. There were no members of the public on Zoom. There were no public comments.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the July 20, 2021
Board of Supervisors Meeting**

Ms. Burns presented the minutes of the July 20, 2021 Board of Supervisors meeting and asked for any comments, corrections, or additions to the minutes. Ms. Anderson had submitted corrections/additions that were added.

On MOTION by Ms. Anderson, seconded by Mr. Andrade, with all in favor, the Minutes of the July 20, 2021 Board of Supervisors Meeting, as amended by Ms. Anderson, were approved.

FOURTH ORDER OF BUSINESS

Ratification of Fee Agreement with KE Law

Ms. Burns commented at the last Board meeting, the Board authorized the Chairman to sign the fee agreement.

On MOTION by Mr. Andrade, seconded by Ms. Anderson, the Fee Agreement with KE Law, was ratified

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2022 Budget

i. Consideration of Resolution 2021-08 Adoption of the District's Fiscal Year 2022 Budget and Appropriating Funds

Ms. Burns noted this public hearing was advertised in the paper. She asked for a motion to open the public hearing.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Motion to Open the Public Hearing, was approved.

Ms. Burns noted they were not anticipating an increase in the budget for the current year. The assessments will remain the same. Some changes were made to line items, including additional funds added to security.

Ms. Burns asked for public comments. There were no audience comments. Ms. Burns asked for a motion to close the public hearing.

On MOTION by Ms. Anderson, seconded by Mr. Lopez, with all in favor, the Motion to Close the Public Hearing, was approved.

Ms. Burns asked for any questions or comments from the Board on Resolution 2021-08. The Board had no questions.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Resolution 2021-08 Adoption of the Districts FY 2022 Budget, was approved.

ii. Consideration of Resolution 2021-11 Imposing Special Assessments and Appropriating Funds

Ms. Burns asked for any questions or comments from the Board on Resolution 2021-11. The Board had no questions.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Resolution 2021-11 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-09 Designating a Date, Time, and Location for Fiscal Year 2022 Meetings

Ms. Burns noted the Board has had some discussion on this and she proposed the second Tuesday of the month at 2:30 p.m. at The Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL. 33880. The Board had no objections to the proposed dates.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Resolution 2021-09 Designating the 2nd Tuesday of the Month at 2:30 p.m. at the Holiday Inn for Fiscal Year 2022 Meetings, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-10 Re-Designating Registered Agent for the District

Ms. Burns stated that previously this was Roy Van Wyk's old address with Hopping, Green & Sams. This resolution will update that information.

On MOTION by Ms. Anderson, seconded by Mr. Lopez, with all in favor, the Resolution 2021-10 Re-Designating Registered Agent for the District, was approved.

EIGHTH ORDER OF BUSINESS

Discussion Regarding Towing of Commercial Vehicles on Odd Side of Road

Ms. Burns noted that Ms. Anderson requested this discussion. Ms. Burns reviewed the current policy on towing vehicles stating that commercial vehicles cannot be parked on the odd side of the road overnight. We have been attempting to contact them when this happens. Ms. Anderson would like to see them towed without attempting to notify them first. After Board discussion it was decided to update the rules and send out a blast to residents. Ms. Burns noted that after the blast is sent, they will contact the towing company.

On MOTION by Ms. Anderson, seconded by Mr. Andrade, with all in favor, Updating the Rules Regarding Towing for Overnight Parking of Commercial Vehicles from 10:00 p.m. to 6:00 a.m., and Authorize GMS to Work With the HOA to Send out a Blast, was approved.

NINETH ORDER OF BUSINESS

Update on Tree Responsibility

Mr. Van Wyk noted the issue with the trees in Phases 2A and 3, trying to decide if the sidewalk is on property of a resident or if it belongs to the CDD. Mr. Van Wyk noted it will be CDD responsibility. His office has drafted a letter that contains a list to be mailed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing at this time.

B. Engineer

The engineer was not present, the next item followed.

C. Field Manager’s Report

Mr. Tindall summarized the Field Manager’s report for the Board.

i. Consideration of Proposal for Pool Chair Lift Repair or Replacement

Mr. Tindall noted they were trying to get the lift to code. He reviewed the proposals and differences. Board discussion ensued about replacement versus repair costs. After discussion the Board decided to replace the chair lift.

On MOTION by Ms. Anderson, seconded by Mr. Andrade, with all in favor, the Proposal for Pool Chair Lift Replacement, was approved.

ii. Consideration of Proposal for 2 Additional Garbage Cans at Amenity

Mr. Tindall reviewed the need for two additional garbage cans and the options for size, material, and cost.

On MOTION by Mr. Lopez, seconded by Mr. Andrade, with all in favor, the Proposal for 2 Additional Garbage Cans at the Amenity Center, was approved.

iii. Consideration of Proposal for Playground Shade Structure (to be provided under separate cover)

Mr. Tindall reviewed the proposal for playground shade structure. He described the option size and design of the structure. After discussion the Board asked for more quote options at a lower price.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register was in the Board package and asked for approval. The total was \$254,913.60.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, the Check Register for \$254,913.60, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated that the financials were in the packet for the Board's review and no action needed to be taken. With no questions, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests/Audience Comments

Supervisor Comments:

Ms. Anderson wanted to discuss with the District Engineer to review the long-term expenses for road repairs, roads, and stormwater drains, to ensure the reserve has the funds. A Reserve Study was discussed, and Ms. Burns will get a quote for a Reserve Study.

Audience Comments:

A resident commented on reflective painting curbs at entrance island.

Another resident commented about signs for no parking on each side of the road in the whole community.

A resident asked about parking and clarification of types of vehicles. Ms. Burns replied the process for public hearing and changing the rules will clarify.

A resident asked about clarification of trees and responsibility.

TWELTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman