

**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, **November 17, 2020** at 2:42 p.m. at the Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL.

Present and constituting a quorum:

Rennie Heath	Chairman
Christopher Lopez	Vice Chairman
Milton Andrade	Assistant Secretary
Brian Walsh	Assistant Secretary
Kristen Anderson	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Michelle Rigoni <i>via Zoom</i>	Hopping Green & Sams
Clayton Smith	GMS
Various Residents in Attendance	

The following is a summary of the discussions and actions taken at the November 17, 2020 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. Hearing no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths to Newly Elected Board Members

Ms. Burns swore in the newly elected Board members from the Landowner's meeting held prior to the Board meeting. Ms. Rigoni reviewed the Sunshine Law and the Public Records Law. Ms. Burns asked for email address from the new Board members. Clarifications were made for new members regarding discussions outside the Board meeting.

B. Consideration of Resolution 2021-02 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated they would fill in the paper work with Brian Walsh with 224 votes. She asked for a motion to approve Resolution 2021-02 that canvasses and certifies the results of the Landowner's election.

On MOTION by Mr. Andrade, seconded by Mr. Lopez, with all in favor, Resolution 2021-02 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Consideration of Resolution 2021-03 Electing Officers

Ms. Burns clarified the current Chairman was Rennie Heath. They were looking for a Chair and a Vice-Chairman. A nomination for Chairman was made by Christopher Lopez who nominated himself as Chairman.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with two in favor and Milton Andrade and Brian Walsh opposed, nominating Christopher Lopez as Chairman, FAILED.

The motion did not pass and another motion was made by Mr. Andrade nominating Rennie Heath for Chairman.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with two in favor and Kristen Anderson and Christopher Lopez opposed, nominating Rennie Heath as Chairman, FAILED.

The motion did not pass and the item was deferred. After Mr. Heath joined the meeting, this item was addressed again. Mr. Andrade nominated Mr. Rennie Heath as Chair.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with three in favor and Kristen Anderson and Christopher Lopez opposed, nominating Rennie Heath as Chairman, was approved.

Mr. Lopez nominated himself as Vice Chairman.

On MOTION by Mr. Lopez, seconded by Ms. Anderson, with all in favor, Resolution 2021-03 Electing Officers with Mr. Rennie Heath as Chairman, Mr. Christopher Lopez as Vice Chairman, and Milton Andrade, Kristen Anderson, and Brian Walsh as Assistant Secretaries, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 20, 2020 Board of Supervisors Meeting

Ms. Burns presented the minutes of the October 20, 2020 Board of Supervisors meetings and asked for any comments, corrections, or additions to the minutes. The Board had no changes to the minutes.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Minutes of the October 20, 2020 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-01 Declaring Phase 7/7A Complete

Ms. Burns noted this item was tabled from the last meeting. This item was tabled again and would be added to the next agenda.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni stated that she had nothing further to report.

B. Engineer

The engineer was not present, the next item followed. Ms. Burns noted that generally the Engineer was not in attendance unless there were items for them to address.

C. Field Manager's Report

Mr. Smith reviewed the Field Manager's Report including that the pool chairs were moved back, there were sidewalk repairs, and a few other landscape items. Mr. Smith noted that tree trimming was in progress and the 4A portion and sections around the amenity area were completed. Remaining was Holston and Phase 3. He reviewed proposals for Phase 3 entrance planting for Hawthorne plants. He recommended moving forward with the proposal. He noted the mulching proposal was \$7,808 for 150 yards. There was some discussion about the HOA responsibility of landscaping.

On MOTION by Mr. Andrade, seconded by Ms. Anderson, with all in favor, The Quotes for Mulch and Replanting at Phase 3 Entrance, was approved.

**At this time Mr. Heath joined the meeting.*

D. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register was through October 31st, totaling \$53,485.89 The Board had no questions.

On MOTION by Mr. Heath, seconded by Mr. Lopez, with all in favor, the Check Register through October 31st totaling \$53,485.89, 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.

iii. Ratification of Summary of Series 2019 (Phase 7/7A) Requisitions #38 to #62

Ms. Burns stated these had already been approved and needed to be ratified.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Series 2019 (Phase 7/7A) Requisitions #38 to #62, were ratified.

SEVENTH ORDER OF BUSINESS

Other Business

Supervisor Comments:

Ms. Burns noted this was for anyone with other business. A resident commented about the open tract (Phase 3, Tract A) that could not be utilized. The Engineer would need to be consulted to confirm it was a designated open/common space requirements. Ms. Rigoni commented on issuing of bonds. Ms. Burns clarified the CDD issues the bonds which are public.

Discussion ensued about where Board meetings were held and the possibility of changing locations. Parking policy was discussed, and towing procedures.

Audience Comments:

Parking policy and towing were discussed, and procedures for calling in inappropriate parked cars, and the towing policies, and how to verify if a parked car is not following policy was also discussed. Further discussion on a basketball court costs, fencing costs, and lighting/electrical needs and costs occurred. Security options were also discussed. Pool security was discussed.

Bond payoffs were also discussed, and Ms. Burns explained the process of how bonds are issued and paid. Changing Trustee would involve bond holder consent. Ms. Rigoni added that if a question list was generated it may be helpful to answer these questions.

A resident stated there was miscommunication and confusion about CDD operation. Ms. Burns clarified that this meeting was for addressing community concerns. A resident stated the times of the meeting were not convenient for most residents and this should be taken into consideration when scheduling meetings. Discussion ensued around miscommunication and misunderstanding in the community.

Street parking rules were discussed again as well as CDD enforcement. Security and enforcement was also further discussed. Police patrol and off-duty security was discussed and the ineffectiveness of sitting in the car. Ms. Burns clarified that the residents needed to let GMS/Board know if there were problems with security and patrol. She replied they would look into the issues and the possibility to look at other companies for roving or off-duty security if needed.

Ms. Burns stated they would get proposals for off-duty security and roving patrol for weekends and bring that to the next meeting.

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Highland Meadows II CDD

EIGHTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.


NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman