

MINUTES OF MEETING
HIGHLAND MEADOWS WEST
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Highland Meadows West Community Development District was held on Wednesday, April 10, 2019 at 3:00 p.m. at 346 E. Central Ave, Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Andrew Rhinehart	Assistant Secretary
Lauren Schwenk	Assistant Secretary

Also present were:

Jill Burns	District Manager
Roy Van Wyk	District Counsel
Dennis Wood	District Engineer
Bob Gang	Bond Counsel by phone
Drew White	Developer's Office

The following is a summary of the discussions and actions taken at the April 10, 2019 Highland Meadows West 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

There being no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation from John Mazuchowski

Ms. Burns noted they received a letter of resignation from John Mazuchowski the day prior.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Resignation of John Mazuchowski, was approved.

B. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2020

The Board agreed to leave the seat vacant at this time. This item was tabled to the next meeting.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the March 13, 2019 Board of Supervisors Meeting

Ms. Burns asked for any questions, comments, or corrections to the minutes. There were no comments from the Board on the minutes.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the minutes of the March 13, 2019 Board of Supervisors meeting, were approved, as presented.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-04 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing

Ms. Burns noted the budget was attached to the agenda package as Exhibit A. She noted once they have a final budget from Davenport Road South they can break out the components further. For now, it is a lump sum number until they have the additional information. This will be developer funded. Ms. Burns noted some items were added that were not in the current year budget, mostly bond related items. She stated they have landscape maintenance on the 2020 budget, and they used contracts that were similar in lot size in order to get those cost estimates. The new total for the budget is \$466,742. The Board had no questions or changes to the budget. Ms. Burns suggested the date of July 10th for the public hearing date, the Board Members agreed on the date suggested.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2019-04 Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing for July 10, 2019 346 E. Central Ave, Winter Haven, Florida, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Waiver of Conflict

Mr. Van Wyk stated that he drafted the Interlocal Agreement that the Board will consider. He noted he represents the other District that will be a party to the Interlocal Agreement. He stated in order to represent both parties in the transaction, he needs approval and consent from the Board to represent both. In the event that there is a disagreement between the parties on the agreement, he will step back and not be a party to that.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Waiver of Conflict, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Interlocal Agreement

Mr. Van Wyk noted the Interlocal Agreement was in the agenda package. He stated the developer approached them and asked them to consider entering into an Interlocal Agreement with the Davenport Road South Community Development District. He noted they are constructing an Amenity Facility within the District. He added that due to the number of units within Davenport and Highland Meadows West, it seems like it would be a good fit to share the amenity facilities as well as to spread the cost between the two Districts for the operation and maintenance of the facility. He noted he drafted an agreement between Highland Meadows West and Davenport Road South where they will share the cost of construction, and the cost of operations and maintenance going forward.

On MOTION by Mr. Heath seconded by Ms. Schwenk, with all in favor, the Interlocal Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Joint Acquisition Agreement

Mr. Van Wyk stated this was the process and procedures by which the Districts will both construct and acquire and operate and maintain the infrastructure once it is constructed. He noted that Davenport Road South will own and operate the Amenity Center, and Highland Meadows West will pay their proportionate share. This describes how bonds will be issued, how proceeds will be used to provide for their share of the cost of the amenity facility. Mr. Van Wyk stated the intent is to fully fund the Highland Meadows West proportionate share of the cost of the Amenity Facility from the first bond issue.

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

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2019-05
Supplemental Assessment Resolution**

This item was tabled to the April 23rd meeting.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-06
Delegation Resolution**

Mr. Gang noted that Resolution 2019-06 essentially replaces 2019-02 that was adopted by the Board February 13th. The reason is because the project has been combined into two phases instead of three. Phase 1 was originally 151 units; Phase 2 was 115 units. It has been combined into one phase with 266 units.

Mr. Van Wyk addressed the changes on the Engineer’s Report. Mr. Wood noted they updated Exhibit 7 which is a summary of probable cost to reflect two phases. That chart was also updated to reflect bid prices that were received. Mr. Wood noted Phase 1 and 2 were bid on so he could use actual numbers to update the cost. Mr. Wood stated Exhibit 9, the Master Site Plan, was updated to indicate that Phase 1 and 2 were combined and Phase 3 is now Phase 2.

Ms. Burns explained the Assessment Methodology updates incorporated changes made to the Engineer’s Report. She noted they have the bond sizing listed in Table 3 for a par amount of \$6,118,000. Table 4 outlines the improvement cost per unit of \$22,214. There is a par debt per unit of \$23,000. Table 6 outlines the annual net and gross debt assessments per unit for those 266 units. Highland Meadows West, LLC is the property owner.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2019-06 Delegation Resolution, was approved.

On MOTION by Mr. Rhinehart, seconded by Ms. Schwenk, with all in favor, the Supplemental Engineer’s Report as presented, was approved.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Assessment Methodology as presented, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated they tabled the assessment resolution so they could have the numbers from the issuance of the bonds.

B. Engineer

Mr. Wood had nothing further for the Board.

C. District Manager's Report

Ms. Burns presented the check register, totaling \$27,867.97. Ms. Burns asked for any questions on the check register.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Check Register totaling \$27,867.97, was approved.

TWELTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns asked for comments from the Board.

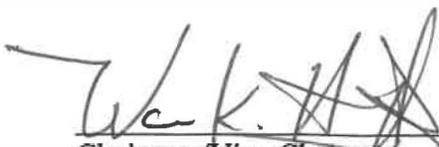
FOURTEENTH ORDER OF BUSINESS

Continuation of Meeting

The meeting was continued to April 23rd.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman