

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**HIGHLAND MEADOWS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Highland Meadows Community Development District was held on **Tuesday, April 21, 2015 at 2:21 p.m.** at the office of Highland Homes, located at 3020 South Florida Avenue, Suite 101, Lakeland, Florida 33803.

Present and constituting a quorum:

Denise Abercrombie	Board Supervisor, Chairperson
Joel Adams	Board Supervisor, Vice Chairman
Brian Walsh	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Alyssa Cameron	District Counsel, Hopping, Green & Sams
Audience Members	Not Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Jeancola called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Audience Comments on Agenda
Items**

Mr. Jeancola stated that there were no audience members present for comment.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Audit Review Committee Meeting
held on November 18, 2014**

Mr. Jeancola stated that the minutes were reviewed by District Counsel.

On a Motion by Mr. Adams, seconded by Ms. Abercrombie, with all in favor, the Board approved the minutes of the Audit Review Committee Meeting held on November 18, 2014 for Highland Meadows Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Regular
Meeting held on November 18, 2014**

Mr. Jeancola stated that the minutes were reviewed by District Counsel.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved the minutes of the Board of Supervisors meeting held November 18, 2014 for Highland Meadows Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Landowner Election Minutes held on
November 18, 2014**

Mr. Jeancola stated that the minutes were reviewed by District Counsel.

On a Motion by Mr. Adams, seconded by Ms. Abercrombie, with all in favor, the Board approved the minutes of the Landowner Election Minutes held on November 18, 2014 for Highland Meadows Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
October, November & December
2014 and January, February &
March 2015**

Mr. Jeancola presented the expenditures to the Board for their review.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved the operation and maintenance expenditures for October (\$8,012.88) November (\$4,511.66) and December (\$11,621.60) of 2014 and January (\$7,858.73), February (\$6,640.82) and March (\$8,239.77) of 2015 for Highland Meadows Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2015-04,
Redesignating Officers**

The Board discussed Ms. Abercrombie holding the seat of Chairperson with Mr. Adams holding the seat of Vice Chairperson and Mr. Walsh holding the seat of Assistant Secretary. All were in agreement.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board adopted Resolution 2015-04, Redesignating Officers as presented for Highland Meadows Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Recommendations
from the Audit Review Committee**

The Board discussed the rankings from the Audit Review Committee. The Audit Review Committee ranked the proposals based on the ability of personnel, experience, understanding of the scope of work, the ability to furnish required services and price. The proposals were ranked as follows; Brimmer, Burek & Keelan ranked number one (1) with 98 points, Carr Riggs & Ingram ranked number two (2) with 97 points, Berger, Toombs, Elam, Gaines & Frank ranked number three (3) with 95 points and Grau & Associates and McDirmit Davis ranked number four (4) with a score of 94 points.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board accepted the rankings of the Audit Review Committee as presented and authorized District Staff to engage Brimmer, Burek & Keelan for Audit Services, not to exceed \$4,250, for Fiscal Year 2015 for Highland Meadows Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Rizzetta Technology
Services Webpage Proposal and
Contract**

The Board reviewed the proposal and contract for webpage services. Mr. Jeancola stated that all Community Development Districts must maintain a webpage by October 1, 2015 in accordance with Section 189.016, Florida Statutes.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board accepted the proposal from Rizzetta Technology Services for webpage creation and maintenance, not to include email services, for Highland Meadows Community Development District.

TENTH ORDER OF BUSINESS

**Ratification of Polk County Property
Appraiser Agreement**

The Board reviewed the Polk County property appraiser agreement which states that special assessments of non-ad valorem taxes levied by the Special District may be included on the assessment rolls of the county and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board accepted the Polk County property appraiser agreement for Highland Meadows Community Development District.

ELEVENTH ORDER OF BUSINESS

**Authorize Chairman to Review and
Accept the Audit Report for Fiscal
Year Ending September 30, 2014**

Mr. Jeancola stated that the audit report should be reviewed and accepted by the Chairman prior to the June 30, 2015 due date to file with the state. He stated that the Board could later ratify the acceptance by the Chairman of the audit report.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board authorized the Chairman to review and accept the Audit Report for Fiscal Year Ending September 30, 2014, to later be ratified by the Board for Highland Meadows Community Development District.

TWELFTH ORDER OF BUSINESS

**Presentation of Proposed Budget
Fiscal Year 2015/2016**

The Board reviewed the proposed budget. Brief discussion ensued.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2015-06,
Accepting Proposed Budget Fiscal
Year 2015/2016 and Setting Public
Hearing**

The Board reviewed Resolution 2015-06 and set the public hearing for August 18, 2015 at 2:00 p.m. at the office of Highland Homes, located at 3020 South Florida Avenue, Suite 101, Lakeland, Florida 33803.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board adopted Resolution 2015-06, Accepting Proposed Budget Fiscal Year 2015/2016 and Setting Public Hearing for Highland Meadows Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
No report.
- C. District Manager
No report.

FIFTEENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

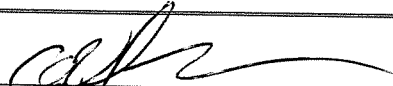
There were no Audience members present. There were no Supervisor requests.

Mr. Jeancola stated that the next regular meeting of the Board of Supervisors is scheduled to be held on Tuesday, June 16, 2015 at 2:00 p.m. at the office of Highland Homes, located at 3020 South Florida Avenue, Suite 101, Lakeland, Florida 33803.

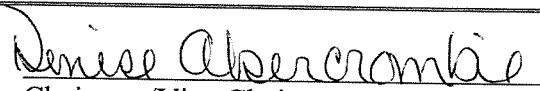
SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board adjourned the meeting at 2:57 p.m. for Highland Meadows Community Development District.



Assistant Secretary



Chairman/Vice Chairman