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**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 19, 2016 at 2:01 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	<b>Board Supervisor, Chairperson</b>
Joel Adams	<b>Board Supervisor, Vice Chairman</b>
Brian Walsh	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Anthony Jeancola	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Roy Van Wyk	<b>District Counsel, Hopping, Green &amp; Sams</b>
Todd Amaden	<b>District Engineer, Landmark Engineering</b> <i>(via conference call)</i>
Audience Members	<b>Cindy Chenowith</b>

**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**

There were no comments from the audience member.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Regular  
Meeting held on August 18, 2015**

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

<p>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 August 18, 2015 for Highland Meadows Community Development District.</p>
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for August through December 2015 and January and February 2016**

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

On a Motion by Mr. Adams, seconded by Ms. Abercrombie, with all in favor, the Board approved the operation and maintenance expenditures for August 2015 in the amount of \$25,566.39, September 2015 in the amount of \$16,542.05, October 2015 in the amount of \$12,608.06, November 2015 in the amount of \$6,143.71, December 2015 \$7,601.94, and January 2016 in the amount of \$6,949.28 and February 2016 \$9,918.38 for Highland Meadows Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of Proposed Budget for Fiscal Year 2016/2017**

Mr. Jeancola presented and reviewed the proposed budget for Fiscal Year 2016/2017. He stated that the total assessment amount for debt services is \$985.48 and the total for Operation and Maintenance is \$663.61 for a grand total of \$1,649.09. Discussion ensued.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-01, Approving the Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing**

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board adopted Resolution 2016-01, Approving the Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing for the Final Budget (August 16, 2016 at 2:00 p.m. at the office of Highland Homes, 3020 South Florida Avenue, Suite 101, Lakeland, FL 33803) for Highland Meadows Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No Report.
- B. District Engineer  
Mr. Amaden discussed the need to have various plumbing cleanout caps adjusted that are located in/adjacent to sidewalks as well as relocation of some street signs. He confirmed that he spoke with the City and the District may lower the speed limits as necessary.

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board authorized District staff to obtain applicable proposals and authorized District management to approve the work at a not-to-exceed cost of \$5,000 for Highland Meadows Community Development District.

C. District Manager

The Board discussed the desire to appoint residents to the two vacant seats on the Board. Cindy Chenowith expressed interest and the Board motioned to appoint her.

On a Motion by Mr. Adams, seconded by Ms. Abercrombie, with all in favor, the Board appointed Cindy Chenowith to vacant seat #4 on the Board of Supervisors for Highland Meadows Community Development District.

Mr. Jeancola, a Notary Public in the State of Florida, administered the oath of office to Ms. Chenowith. Ms. Chenowith swore and affirmed to the oath and executed the oath.

Mr. Jeancola stated that per Florida Statute, each Board member is entitled to collect a sum of up to \$200 per meeting with a maximum of \$4,800 annually for their attendance at Board meetings. He asked if Ms. Chenowith would like to receive compensation for attendance at Board meetings. Ms. Chenowith affirmed she would like to receive compensation.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

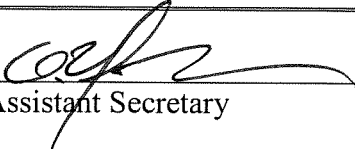
There were no Audience members present. There were no Supervisor requests.

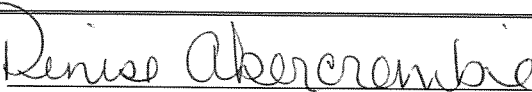
Mr. Jeancola stated that the next regular meeting of the Board of Supervisors is scheduled to be held on Tuesday, June 21, 2016 at 2:00 p.m. at the office of Highland Homes, located at 3020 South Florida Avenue, Suite 101, Lakeland, Florida 33803.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board adjourned the meeting at 2:36 p.m. for Highland Meadows Community Development District.

  
Assistant Secretary

  
Chairman/Vice Chairman