
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, August 16, 2016 at 2:03 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
Cindy Chenowith	Board Supervisor, Assistant Secretary
Brian Walsh	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Grant Phillips	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	District Counsel, Hopping, Green & Sams
Audience Members	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**

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 April 19, 2016**

District Management stated that the minutes were reviewed by District Counsel.

<p>On a Motion by Mr. Walsh, seconded by Ms. Abercrombie, with all in favor, the Board approved the minutes of the Board of Supervisors meeting held April 19, 2016 for Highland Meadows Community Development District.</p>
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FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for March through June 2016

District Management 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 March 2016 in the amount of \$6,512.02, April 2016 in the amount of \$9,161.90, May 2016 in the amount of \$11,437.53, and June 2016 in the amount of \$13,014.39 for Highland Meadows Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2016-02, Setting the Meeting Schedule for Fiscal Year 2016/2017

District Management presented and reviewed Resolution 2016-02, Setting the Meeting Schedule for Fiscal Year 2016/2017.

On a Motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board approved Resolution 2016-02, Setting the Meeting Schedule for Fiscal Year 2016/2017 for Highland Meadows Community Development District.

SIXTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2016-2017 Final Budget (Budget)

On a motion by Mr. Walsh, seconded by Ms. Abercrombie, with all in favor, the Board agreed to open the public hearing on adopting the fiscal year 2016/2017 budget for the Highland Meadows Community Development District.

District Management presented and reviewed the Fiscal Year 2016/2017 budget. Discussion ensued. No members of the public desired to provide public testimony or comment.

On a motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board agreed to close the public hearing on adopting the fiscal year 2016/2017 budget for the Highland Meadows Community Development District.

SEVENTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2016-2017 Final Budget (Assessments)

On a motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board agreed to open the public hearing on Imposing Special Assessments and Certifying an Assessment Roll for the Highland Meadows Community Development District.

District Management presented and reviewed the assessments for FY 2016/2017. Discussion ensued. No members of the public desired to provide public testimony or comment.

On a motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board agreed to close the public hearing on Imposing Special Assessments and Certifying an Assessment Roll for the Highland Meadows Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-03,
Adopting Fiscal Year 2016/2017 Final
Budget**

District Management presented and reviewed Resolution 2016-03, Adopting Fiscal Year 2016/2017 Final Budget.

On a motion by Mr. Walsh, seconded by Ms. Abercrombie, with all in favor, the Board approved Resolution 2016-03, Adopting Fiscal Year 2016/2017 Final Budget for the Highland Meadows Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Imposing Special Assessments and
Certifying an Assessment Roll**

District Management presented and reviewed Resolution 2016-04, Imposing Special Assessments and Certifying an Assessment Roll.

On a motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board approved Resolution 2016-04, Imposing Special Assessments and Certifying an Assessment Roll for the Highland Meadows Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-05, Re-
designating Secretary, Treasurer, and
Assistant Treasurer**

District Management presented Resolution 2016-05, Re-designating Secretary, Treasurer, and Assistant Treasurer.

On Motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board of Supervisors' approved Resolution 2016-05, Re-designating Secretary (Eric Dailey), Treasurer (Joe Kennedy), and Assistant Treasurer (Shawn Wildermuth) for the Highland Meadows Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2016-06, Set Date, Time and Location and Authorize Publication of Notice of Landowners' Meeting

Mr. Jeancola presented and reviewed Resolution 2016-06, Setting Date, Time and Location and Authorizing Publication of Notice of Landowners' Meeting.

On a motion by Mr. Walsh, seconded by Ms. Chenowith, with all in favor, the Board approved Resolution 2016-06, Setting Date, Time and Location and Authorizing Publication of Notice of Landowners' Meeting set for November 15, 2016 , for the Highland Meadows Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Van Wyk discussed the desire to appoint a resident to the vacant seat on the Board. Robert Williams expressed interest and the Board motioned to appoint him.

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

On a Motion by Mr. Walsh, seconded by Ms. Abercrombie, with all in favor, the Board appointed Robert Williams to vacant seat #5 on the Board of Supervisors for Highland Meadows Community Development District.

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 Mr. Williams would like to receive compensation for attendance at Board meetings. Mr. Williams affirmed he would like to receive compensation.

B. District Engineer
Not present.

C. District Manager

Mr. Jeancola announced that as of August 15, 2016 there were 331 registered voters residing in the District.

Mr. Jeancola discussed that's seats # 3 and # 4 were up for general election.

THIRTEENTH 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, November 15, 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 Ms. Chenowith, seconded by Mr. Walsh, with all in favor, the Board adjourned the meeting at 2:45 p.m. for Highland Meadows Community Development District.



Assistant Secretary



Chairman/Vice Chairman