

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 Friday, January 25, 2019 at 9: 30 a.m. at 346 E Central Ave, Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
John Mazuchowski	Vice Chairman
Andrew Rhinehart	Assistant Secretary
Lauren Schwenk	Assistant Secretary

Also, present were:

Jill Burns	District Manager
Dennis Wood	District Engineer
Roy Van Wyk	District Counsel by phone

The following is a summary of the discussions and actions taken at the January 25, 2018 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

Approval of Minutes of the December 12, 2018 Landowners' Meeting

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

On MOTION by Mr. Rhineheart, seconded by Mr. Heath, with all in favor, the Minutes of the December 12, 2018 Meeting, were approved, as presented.

FOURTH ORDER OF BUSINESS

Consideration of the RFP for Construction Services for Master Project Improvements Phase 1 & 2

Ms. Burns presented the selection criteria and the ad placed. Ms. Burns suggested the date of February 1st, and the ad be placed today. Mr. Wood agreed that February 1st would be fine. Ms. Burns noted that the project manuals would be due on March 1st. Ms. Burns noted the public opening would take place on March 1st, and the question date would be Friday, February 15th. The next regular schedule meeting is March 13th, that would give Mr. Wood almost 10 days to review and rank them.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Selection Criteria, Ad, and Authorization for Staff to Issue the RFP for Construction Services for Master Project Improvements Phase 1 & 2, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Wyk stated he had no further reports for the Board.

B. Engineer

Mr. Wood had no further reports for the Board.

C. District Manager's Report

Ms. Burns noted their next meeting will be on February 13th.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns asked for comments from the Board. There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned at 9:37 a.m.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman