

**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, **September 11, 2019** at 3:00 p.m. at 346 E Central Ave, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Andrew Rhinehart
Patrick Marone

Chairman
Vice Chair
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk

District Manager, GMS
Hopping Green & Sams

The following is a summary of the discussions and actions taken at the September 11, 2019 Highland Meadows West Community Development District's Continued 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 July 10, 2019
Board Meeting**

Ms. Burns presented the July 10, 2019 Board of Supervisors meeting and asked for any comments, corrections, or additions to the minutes. The board had no corrections.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Minutes of the July 10, 2019 Board Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2019-12
Setting the Public Hearing to Adopt the
Restated and Amended Rules of
Procedure for Highland Meadows West
Community Development District**

Ms. Burns presented Resolution 2019-12 that sets the public hearing to adopt to restated and amended Rules of Procedure. She suggested November 13th at 3:00 p.m. at the current location. The board agreed.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2019-12 Setting the Public Hearing to Adopt the Restated and Amended Rules of Procedure for Highland Meadows West Community Development District for November 13, 2019 at 3:00 p.m., was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Authorization to Issue
RFP for Phases 2 & 3 Construction &
Approval of Evaluation Criteria**

Ms. Burns noted the evaluation criteria listed is the standard form they've used. A project manual would be available beginning September 16th at 8:00 a.m. Questions would be due September 27th and the bids would be 30 days after the Project Manual is released, October 16th at 3:00 p.m. Mr. Heath asked how much of the bond validation amount has been used to date. Ms. Burns noted the District validated \$12 million and the board issued \$6.3 million in the first bond issuance. Mr. Heath noted they had about \$5.7 million left. The board discussed Dennis's cost estimate for the boundary expansion.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Authorization to Issue RFP for Phases 2 & 3 Construction & Approval of Evaluation Criteria, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

i. Approval of Check Register

Ms. Burns noted the total amount of the check register was \$663.67.

On MOTION by Mr. Heath seconded by Mr. Rhinehart, with all in favor, the Check Register totaling \$663.67, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns presented the financial statements and asked for any questions.

iii. Ratification of Requisitions #9 - #21

Ms. Burns asked for ratification of requisitions #9 through #21.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Requisitions #9 - #21, were ratified.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns asked for comments from the board, the board had none.

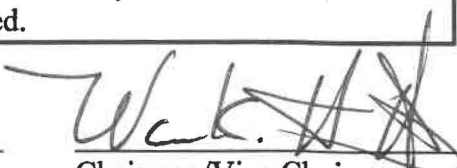
NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman