

**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 Thursday, **April 15, 2021** at 10:20 a.m. at 346 East Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk  
Andrew Rhinehart  
Patrick Marone

Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also, present were:

Jill Burns  
Roy Van Wyk  
Clayton Smith  
Rey Malave

District Manager, GMS  
Hopping Green & Sams  
GMS  
Dewberry

*The following is a summary of the discussions and actions taken at the April 15, 2021 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 three supervisors were in attendance at the meeting, 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 February 18,  
2021 Board of Supervisors Meeting**

Ms. Burns presented the minutes of the February 18, 2021 Board of Supervisors meeting minutes. Ms. Burns asked for any comments or corrections to the minutes. The Board had no changes.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Minutes of the February 18, 2021 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ranking of Proposals Received for District Engineering Services and Selection of District Engineer**

Ms. Burns noted that they received one proposal from Dewberry and suggested ranking them number one. The Board had no questions on the Engineering Services proposal. Ms. Burns asked that the Board authorize District counsel to draft a form of agreement and authorize the Chair to sign that agreement once drafted.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Ranking Dewberry #1 of the Proposals Received for District Engineering Services and Authorization for Counsel to Draft an Agreement and for the Chair to Sign, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Arbitrage Rebate Reports**

- A. Series 2020A Assessment Area 2 Project**
- B. Series 2020A Assessment Area 3 Project**

Ms. Burns noted there was an arbitrage report for each series of bonds for the new issuance. Ms. Burns reviewed the arbitrage reports noting that there were negative arbitrage amounts in both reports.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Accepting the Arbitrage Rebate Reports, was approved.

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**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk had nothing to report.

**B. Engineer**

Mr. Malave had nothing to report.

**C. Field Manager's Report**

Mr. Smith reviewed the field manager's report included in the agenda package.

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns stated the check register was from February 17<sup>th</sup> through April 7<sup>th</sup> and totaled \$502,701.05. She asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Check Register for \$502,701.05. was approved.
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**ii. Balance Sheet and Income Statement**

Ms. Burns stated the financials through February 28<sup>th</sup> were in the packet for the Board's review and no action needed to be taken.

**iii. Ratification of Funding Requisitions**

**a. Summary of Series 2020 AA2 Requisitions #76**

Ms. Burns presented the Series 2020 AA2 Requisitions #76 and asked that they be ratified by the Board.

**b. Summary of Series 2020 AA3 Requisitions #57, #58, and #60**

Ms. Burns presented the Series 2020 AA3 Requisitions #57, #58, and #60 and asked that they be ratified by the Board.

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On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Series 2020 AA2 Requisitions #76, and Series 2020 AA3 Requisitions #57, #58, and #60, were ratified.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There was no other business.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being none, the next item followed.


**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