



Rizzetta & Company

# Highland Meadows Community Development District

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**Board of Supervisors'  
Regular Meeting  
November 16, 2021**

District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471

[www.highlandmeadowscdd.org](http://www.highlandmeadowscdd.org)

# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT

City Hall, Commission Chambers, 1 Allapaha  
Avenue, Davenport, FL 33837

<b>Board of Supervisors</b>	Cindy Chenowith Robert Williams Headley Oliver Eric Chenowith Ralph Martinez	Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
<b>District Manager</b>	Richard Hernandez	Rizzetta & Company, Inc.
<b>District Counsel</b>	Alyssa Wilson	Hopping Green & Sams
<b>District Engineer</b>	Rey Malave	Dewberry Engineering

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 472-2471. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT**  
District Office · Orlando, Florida · (407) 472-2471  
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.highlandmeadowscdd.org

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November 11, 2021

Board of Supervisors  
**Highland Meadows Community  
Development District**

**REVISED AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Highland Meadows Community Development District will be held on **Tuesday, November 16, 2021 at 2:00 p.m.** at City Hall, Commission Chambers, 1 Allapaha Avenue, Davenport, FL 33837. The following is the agenda for the meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Special Meeting held on August 17, 2021..... Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for July - September 2021..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Wall Repainting and Repairs Proposals ..... Tab 3
  - B. Ratification of FY 2021-2022 District Insurance Renewal..... Tab 4
  - C. **Consideration of Rizzetta Technology Services, LLC. Agreement** ..... Tab 5
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - i. Review of Unaudited Financial Statements – September 2021..... Tab 6
- 6. SUPERVISOR REQUESTS AND COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Very truly yours,

*Richard Hernandez*

Richard Hernandez  
District Manager

cc: Alyssa Wilson, Hopping Green & Sams, P.A.

# **Tab 1**

**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 the Highland Meadows Community Development District was held on **Tuesday, August 17, 2021 at 2:02 p.m.** located at City Hall, located at 1 Allapaha Avenue, Davenport, FL 33837.

Present and constituting a quorum:

Cindy Chenowith	<b>Board Supervisor, Chairperson</b>
Eric Chenowith	<b>Board Supervisor, Assistant Secretary</b>
Raphael Martinez	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Richard Hernandez	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Nikea Scarbrough	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Alyssa Wilson	<b>District Counsel, Hopping, Green &amp; Sams</b>
Jeff Leeper	<b>Account Manager, Southern Oak Outdoor</b>
Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS**                      **Call to Order**

Mr. Hernandez called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**                      **Audience Comments on Agenda Items**

An audience member addressed the Board regarding the CDD fees.

Another audience member addressed the Board regarding the assessment values of builder versus resale homes.

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**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2021-06,  
Designating Officers of the District**

The Board reviewed Resolution 2021-06, as presented.

On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of Supervisors approved Resolution 2021-06, Designating Officers of the District, designating Raphael Martinez for Seat 2 as Assistant Secretary, for the Highland Meadows Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Special Meeting held on  
July 7, 2021**

The Board reviewed the minutes of the Board of Supervisors' Special Meeting held on July 7, 2021.

On Motion by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Special Meeting held on July 7, 2021, as presented, for the Highland Meadows Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for June  
2021**

The Board reviewed the Operation and Maintenance Expenditures for June 2021.

On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for June 2021 (\$28,863.92), for the Highland Meadows Community Development District.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2021/2022  
Final Budget**

On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of Supervisors agreed to open the public hearing on Fiscal Year 2021-2022 Final Budget, for the Highland Meadows Community Development District.

The Board reviewed Fiscal Year 2021-2022 Final Budget, as presented.

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95 No members of the public desired to provide public testimony or comment.  
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97 On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of  
98 Supervisors agreed to close the public hearing on Fiscal Year 2021-2022 Final Budget, for  
99 the Highland Meadows Community Development District.

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101 The Board reviewed Resolution 2021-07, as presented.  
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103 On Motion by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, the Board of  
104 Supervisors approved Resolution 2021-07, Adopting Fiscal Year 2021-2022 Final Budget,  
105 for the Highland Meadows Community Development District.

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108 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-08,  
Imposing Special Assessments and  
Certifying an Assessment Roll**

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113 On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of  
114 Supervisors agreed to open the public hearing on Resolution 2021-08, Imposing Special  
115 Assessments and Certifying an Assessment Roll, for the Highland Meadows Community  
116 Development District.

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118 No members of the public desired to provide public testimony or comment.  
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120 On Motion by Mr. Chenowith, seconded by Mr. Martinez, with all in favor, the Board of  
121 Supervisors approved Resolution 2021-08, Imposing Special Assessments and Certifying  
122 an Assessment Roll, for the Highland Meadows Community Development District.

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124 The Board reviewed Resolution 2021-08, as presented.  
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126 On Motion by Mr. Chenowith, seconded by Mr. Martinez with all in favor, the Board of  
127 Supervisors agreed to close the public hearing on Resolution 2021-08, Imposing Special  
128 Assessments and Certifying an Assessment Roll, for the Highland Meadows Community  
129 Development District.

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132 **EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-09,  
Setting the Fiscal Year 2021-2022  
Meeting Schedule**

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137 The Board reviewed Resolution 2021-09, as presented.  
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139 On Motion by Mr. Chenowith, seconded by Mr. Martinez, with all in favor, the Board of  
140 Supervisors approved Resolution 2021-09 Setting the Fiscal Year 2021-2022 Meeting  
141 Schedule, for the Highland Meadows Community Development District.

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143 **NINTH ORDER OF BUSINESS**

**Consideration of Third Addendum –  
Contract for Professional District  
Services**

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147 Mr. Hernandez stated District Management will provide the Rizzetta & Company, Inc.  
148 contract amendment to the Chairman, shortly following the adjournment of the meeting.  
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150 On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of  
151 Supervisors approved the Third Addendum – Contract for Professional District Services, for  
152 the Highland Meadows Community Development District.

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154 **TENTH ORDER OF BUSINESS**

**Consideration of Joint Letter by HGS and  
KE Law Group**

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158 On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of  
159 Supervisors approved the Joint Letter by HGS and KE Law Group, for the Highland  
160 Meadows Community Development District.

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163 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Proposed Fee  
Agreement – KE Law Group**

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166 On Motion by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Board of  
167 Supervisors approved the Proposed Fee Agreement – KE Law Group, for the Highland  
168 Meadows Community Development District.

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173 **TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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175 **A. District Counsel**

No Report.

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178 **B. District Engineer**

Mr. Malave updated the Board regarding the Boarder Wall Memo.  
Homeowners will receive a letter via certified mail to gain access to wall.

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182 **C. District Manager**

Mr. Hernandez updated the Board regarding various tasks being completed in  
183 between meetings.  
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**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Mr. Martinez informed the Board that the timers for the entry signs are missing.

The next regular meeting is scheduled for November 16th, 2021, at 2:00 p.m.



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**FOURTEENTH ORDER OF BUSINESS          Adjournment**

On a Motion by Ms. Chenowith, seconded by Mr. Martinez with all in favor, the Board of Supervisors adjourned the meeting at 2:58 p.m. for the Highland Meadows Community Development District.

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Assistant Secretary

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Chairperson/Vice Chairperson

DRAFT

## **Tab 2A**

# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT

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District Office · Riverview , Florida 33578

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.highlandmeadowscdd.org](http://www.highlandmeadowscdd.org)

## Operation and Maintenance Expenditures July 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2021 through July 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$9,487.73**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Highland Meadows Community Development District

## Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Campus Suite	2904	5130019630	Website & Compliance Services - Q FY20/21	384.38
City of Davenport	07282021-1	2318.285714	Olsen Road Irrigation 06/21	196.42
Duke Energy	7282021	09617 89471 06/21	0 County Road 547 N Lite 06/21	274.53
Duke Energy	7282021	35100 85009 06/21	508 Highalnd Meadows St. Unit A, Entrance Lights 05/21	24.24
Duke Energy	7282021	41513 18262 06/21	0 County Road 547 N Lite PH2 06/21	491.77
Duke Energy	7282021	97783 97148 06/21	101 Highland Meadows Pl, Unit A, Entrance Lights 06/21	23.06
Hopping Green and Sams	2903	123662	Legal Services 05/21	2,461.50
Jacob Derek Miller dba Southern O	2905	1687	Landscape Maint. 07/21	2,530.50
Rizzetta & Company, Inc.	2901	INV0000059411	District Management Fees 07/21	3,005.39
Rizzetta Technology Services, LLC	2902	INV0000007736	Website Hosting Services 07/21	<u>95.94</u>
<b><u>Report Total</u></b>				<b><u>\$ 9,487.73</u></b>

# INVOICE

**BILL TO**

Highland Meadows CDD  
12750 Citrus Park Lane  
Tampa, FL 33625

**INVOICE #** 19630

**DATE** 07/01/2021

**DUE DATE** 07/16/2021

**TERMS** Net 15

DESCRIPTION	AMOUNT
CDD Website Services - Hosting, support and training	150.00
CDD Ongoing PDF Accessibility Compliance Service	234.38
Quarterly service	<b>BALANCE DUE</b>
	<b>\$384.38</b>

Date Rec'd Rizzetta & Co., Inc. 7/9/21  
D/M approval RH Date 7/13/21  
Date entered 7/9/21  
Fund 001 GL 51300 OC 5102  
Check # \_\_\_\_\_



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

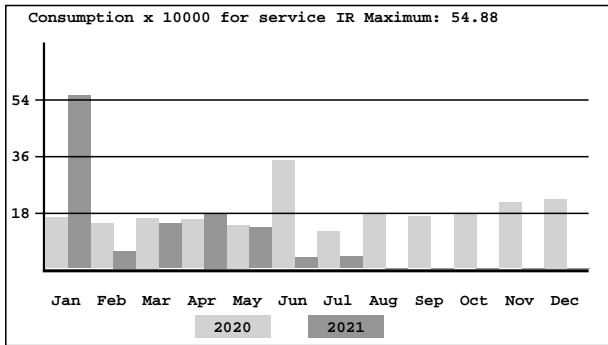
HIGHLAND MEADOWS CDD

CYCLE A

1SEA

181100

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
2318	Olsen Rd	06/05/21 to 07/04/21	07/10/2021	08/01/2021	\$ 196.42			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 06/28/2021							188.40	
AW ALTERNATIVE WATER SUR	06/07	100702	07/06	101069	100.000	36700	116200	6.97
BF BACKFLOW PREVENTION FEE								5.75
IR IRRIGATION	06/07	100702	07/06	101069	100.000	36700	116200	167.00 *
							* TAXES	16.70
Date Rec'd Rizzetta & Co., Inc. _____								
D/M approval <u>  RH  </u> Date <u>  8/11/21  </u>								
Date entered <u>          8/6/21          </u>								
Fund <u>  001  </u> GL <u>  53600  </u> OC <u>  4302  </u>								
Check # _____								
CURRENT CHARGES								196.42
<b>TOTAL AMOUNT DUE</b>								<b>196.42</b>



COMMISSION MEETINGS: 1st AND 3rd MONDAYS OF THE MONTH AT 7PM IN THE COMMISSION CHAMBERS.

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FOR CITY EVENTS AND UP TO DATE INFORMATION. PLEASE FOLLOW US ON FACEBOOK @MYDAVENPORTFL

\*\*\*\*\*

PAST DUE BALANCES ARE DUE IMMEDIATELY... LATE FEES WILL BE APPLIED IF PAYMENTS ARE NOT RECEIVED IN OUR OFFICE BY THE 1st OF THE MONTH. PAYMENTS NOT RECEIVED BY THE 10th, ARE SUBJECT TO DISCONNECTION. RECONNECT FEES ARE \$70 SAME DAY AND \$50 NEXT DAY. DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
2318	07/10/2021	\$ 196.42
Type	Due Date	
CYCLE A	08/01/2021	
PayID	Bill No	
1SEA	645	

|||||  
HIGHLAND MEADOWS CDD  
3434 COLWELL AVE SUITE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000023184 0000196428



duke-energy.com  
1.877.372.8477

# Your Energy Bill

### Service address

HIGHLAND MEADOWS CDD  
0 COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS

Bill date Jun 22, 2021  
For service May 21 - Jun 22  
32 days

Account number **09617 89471**

## Billing summary

Previous amount due	\$322.83
<i>Payment received Jun 11</i>	-322.83
Lighting Charges	50.05
Maintenance/Fixture Charges	246.81
Taxes	25.97
<b>Total amount due Jul 14</b>	<b>\$322.83</b>



Thank you for your payment.

## Your usage snapshot

	Current Month	Jun 2020
Electric (daily average kWh)	25	25

## Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..05-21-21 TO 06-22-21 32 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
798 KWH @ 3.093c	24.68
FUEL CHARGE	
798 KWH @ 2.955c	23.58
ASSET SECURITIZATION CHARGE	
798 KWH @ 0.029c	0.23
<b>Total Lighting Charges</b>	<b>\$50.05</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit duke-energy.com/rates

Date Rec'd Rizzetta & Co., Inc. 7/2/21

D/M approval RA Date 7/6/21

Date entered 7/2/21

Fund 001 GL 53100 OC 4309

Check # \_\_\_\_\_

Mail your payment at least 7 days before the due date or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**09617 89471**

Note: Credit  
Allocated  
for Deposit interest  
by Dukes Energy

### Amount of automatic draft

~~\$322.83~~  
by Jul 14

Your payment is scheduled  
to be made by monthly  
automatic draft on Jul 14.

\$ 274.53

Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004





## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0019	ST CON30/35
0019	HPS UG RDWAY 9500L

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$214.13
MAINTENANCE TOTAL	32.68
<b>Total Maintenance/Fixture Charges</b>	<b>\$246.81</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.28
COUNTY UTILITY TAX	3.33
STATE AND OTHER TAXES ON ELECTRIC	4.08
SALES TAX ON EQUIPMENT RENTAL	17.28
<b>Total Taxes</b>	<b>\$25.97</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
508 HIGHLAND MEADOWS ST  
UNIT A, ENTRANCE LIGHTING

Bill date Jul 6, 2021  
For service Jun 4 - Jul 6  
32 days

Account number **35100 85009**

## Billing summary

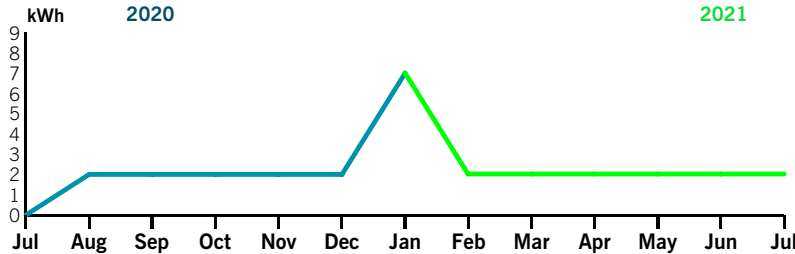
Previous amount due	\$23.58
<i>Payment received Jun 25</i>	-23.58
Electric Charges	22.21
Taxes	2.03
<b>Total amount due Jul 28</b>	<b>\$24.24</b>



Thank you for your payment.

## Your usage snapshot

Average daily usage history



	Current Month	Jul 2020
Electric	2	2

Date Rec'd Rizzetta & Co., Inc. 7/9/21  
 D/M approval RH Date 7/13/21  
 Date entered 7/9/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_

### Current electric usage for meter number 003874601

Actual reading	1591
Previous reading	- 1533
Energy used	58 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**35100 85009**

### Amount of automatic draft

**\$24.24**  
by Jul 28

Your payment is scheduled to be made by monthly automatic draft on Jul 28.

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

99003510085009000660000000000000000000000000242400000024248



## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading: Aug 5

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

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Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Billing details - Electric Charges

General Service Non-Demand Secondary (GS-1)	
BILLING PERIOD..06-04-21 TO 07-06-21 32 DAYS	
CUSTOMER CHARGE	\$15.25
ENERGY CHARGE	
58 KWH @ 8.674c	5.03
FUEL CHARGE	
58 KWH @ 3.094c	1.79
ASSET SECURITIZATION CHARGE	
58 KWH @ 0.234c	0.14
<b>Total Electric Charges</b>	<b>\$22.21</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.57
MUNICIPAL FRANCHISE FEE	1.46
<b>Total Taxes</b>	<b>\$2.03</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
O COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS PH2

**Bill date** Jun 22, 2021  
**For service** May 21 - Jun 22  
32 days

**Account number** 41513 18262

## Billing summary

Previous amount due	\$491.77
<i>Payment received Jun 11</i>	-491.77
Lighting Charges	75.57
Maintenance/Fixture Charges	376.71
Taxes	39.49
<b>Total amount due Jul 14</b>	<b>\$491.77</b>



Thank you for your payment.

## Your usage snapshot

	Current Month	Jun 2020
Electric (daily average kWh)	38	38

## Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..05-21-21 TO 06-22-21 32 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
1,218 KWH @ 3.093c	37.67
FUEL CHARGE	
1,218 KWH @ 2.955c	35.99
ASSET SECURITIZATION CHARGE	
1,218 KWH @ 0.029c	0.35
<b>Total Lighting Charges</b>	<b>\$75.57</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit duke-energy.com/rates

**Date Rec'd Rizzetta & Co., Inc.** 7/2/21

**D/M approval** RA **Date** 7/6/21

**Date entered** 7/2/21

**Fund** 001 **GL** 53100 **OC** 4309

**Check #** \_\_\_\_\_

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**41513 18262**

### Amount of automatic draft

**\$491.77**  
by Jul 14

Your payment is scheduled to be made by monthly automatic draft on Jul 14.

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

99004151318262000660000000000000000000000004917700000491775



## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
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Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

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Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

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### Call before you dig

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

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A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

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### Special Needs Customers

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### Para nuestros clientes que hablan Español

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### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0029	ST CON30/35
0029	HPS UG RDWAY 9500L

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$326.83
MAINTENANCE TOTAL	49.88
<b>Total Maintenance/Fixture Charges</b>	<b>\$376.71</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.94
COUNTY UTILITY TAX	5.00
STATE AND OTHER TAXES ON ELECTRIC	6.17
SALES TAX ON EQUIPMENT RENTAL	26.38
<b>Total Taxes</b>	<b>\$39.49</b>





duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
101 HIGHLAND MEADOWS PL  
UNIT A, ENTRANCE LITES

Bill date Jul 6, 2021  
For service Jun 4 - Jul 6  
32 days

Account number **97783 97148**

## Billing summary

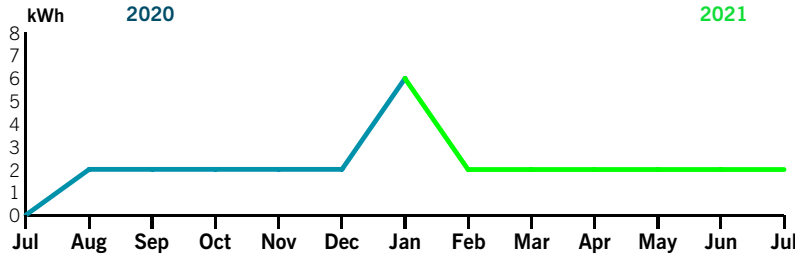
Previous amount due	\$22.54
<i>Payment received Jun 25</i>	-22.54
Electric Charges	21.13
Taxes	1.93
<b>Total amount due Jul 28</b>	<b>\$23.06</b>



Thank you for your payment.

## Your usage snapshot

Average daily usage history



	Current Month	Jul 2020
Electric	2	2

Date Rec'd Rizzetta & Co., Inc. 7/9/21  
 D/M approval RH Date 7/13/21  
 Date entered 7/9/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_

### Current electric usage for meter number 003876487

Actual reading	1488
Previous reading	- 1439
Energy used	49 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

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Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**97783 97148**

### Amount of automatic draft

**\$23.06**  
by Jul 28

Your payment is scheduled to be made by monthly automatic draft on Jul 28.

\$ \_\_\_\_\_ Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

990097783971480006600000000000000000000230600000023063



## We're here for you

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---

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St Petersburg, FL 33733

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## Billing details - Electric Charges

General Service Non-Demand Secondary (GS-1)	
BILLING PERIOD..06-04-21 TO 07-06-21 32 DAYS	
CUSTOMER CHARGE	\$15.25
ENERGY CHARGE	
49 KWH @ 8.674c	4.25
FUEL CHARGE	
49 KWH @ 3.094c	1.52
ASSET SECURITIZATION CHARGE	
49 KWH @ 0.234c	0.11
<b>Total Electric Charges</b>	<b>\$21.13</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.54
MUNICIPAL FRANCHISE FEE	1.39
<b>Total Taxes</b>	<b>\$1.93</b>

# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

===== STATEMENT =====

June 30, 2021

Highland Meadows CDD  
c/o Rizzetta & Company, Inc.  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Bill Number 123662  
Billed through 05/31/2021

**General Counsel**  
**HMCD 00001 RVW**

**FOR PROFESSIONAL SERVICES RENDERED**

05/07/21	AHJ	Transmit Capitol Conversations to board.	0.10 hrs
05/21/21	RVW	Review agenda; research website regarding same; confer with staff.	0.40 hrs
05/24/21	RVW	Prepare for and attend board meeting.	6.30 hrs
Total fees for this matter			\$2,461.50

**MATTER SUMMARY**

Jaskolski, Amy H. - Paralegal	0.10 hrs	160 /hr	\$16.00
Van Wyk, Roy	6.70 hrs	365 /hr	\$2,445.50
TOTAL FEES			\$2,461.50

**TOTAL CHARGES FOR THIS MATTER** \$2,461.50

**BILLING SUMMARY**

Jaskolski, Amy H. - Paralegal	0.10 hrs	160 /hr	\$16.00
Van Wyk, Roy	6.70 hrs	365 /hr	\$2,445.50
TOTAL FEES			\$2,461.50

**TOTAL CHARGES FOR THIS BILL** \$2,461.50

Date Rec'd Rizzetta & Co., Inc. 7/09/21

D/M approval RH Date 7/13/21

Date entered 7/9/21

Fund 001 GL 51400 OC 3107

Check # \_\_\_\_\_

Southern Oak Outdoor LLC  
9300 Conroy Windermere Rd Unit 3227  
Windermere, FL 34786 US  
3214437141  
admin@southernoakoutdoor.com  
http://www.southernoakoutdoor.com



## INVOICE

### BILL TO

8529 South Park Circle  
Suite 330  
Orlando, Florida 32819 USA

INVOICE # 1687  
DATE 07/01/2021  
DUE DATE 07/31/2021  
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
<b>Landscape Maintenance:Maintenance</b> Mowing, edging, string trimming, blowing, shearing & weed control.	1	2,530.50	2,530.50

Thank you for your business!

BALANCE DUE **\$2,530.50**

Date Rec'd Rizzetta & Co., Inc. 7/9/21  
D/M approval RA Date 7/13/21  
Date entered 7/9/21  
Fund 001 GL 53900 OC 4604  
Check # \_\_\_\_\_

**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
7/1/2021	INV0000059411

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
July	Upon Receipt	00605

Description	Qty	Rate	Amount
District Management Services	1.00	\$1,185.51	\$1,185.51
Administrative Services	1.00	\$414.00	\$414.00
Accounting Services	1.00	\$1,078.13	\$1,078.13
Financial & Revenue Collections	1.00	\$327.75	\$327.75
Date Rec'd Rizzetta & Co., Inc. <u>7/2/21</u> D/M approval <u>RA</u> Date <u>7/6/21</u> Date entered <u>7/2/21</u> Fund <u>001</u> GL <u>51300</u> OC <u>3101</u> Check # <u>3100</u> <u>3201</u> <u>3111</u>			
<b>Subtotal</b>			\$3,005.39
<b>Total</b>			\$3,005.39

**Rizzetta Technology Services**

3434 Colwell Avenue

Suite 200

Tampa FL 33614

**Invoice**

Date	Invoice #
7/1/2021	INV0000007736

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
July		00605

Description	Qty	Rate	Amount
Email Accounts, Admin & Maintenance	0	\$15.00	\$0.00
Website Compliance and Management	1	\$100.00	\$100.00
Paid with check # 2902			<u>-95.94</u>
BALANCE FORWARD			4.06
Date Rec'd Rizzetta & Co., Inc. <u>7/2/21</u> D/M approval <u>RA</u> Date <u>7/6/21</u> Date entered <u>7/21/21</u> Fund <u>001</u> GL <u>51300</u> OC <u>5102</u> Check # _____			
<b>Subtotal</b>			\$100.00
<b>Total</b>			\$100.00

## **Tab 2B**



# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT

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District Office · Riverview , Florida 33578

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.highlandmeadowscdd.org](http://www.highlandmeadowscdd.org)

## Operation and Maintenance Expenditures

August 2021

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2021 through August 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$23,059.87**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Highland Meadows Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

Vendor Name	Check #	Invoice #	Transaction Description	Check Amount
Cindy Chenowith	2907	CC07072021	Board of Supervisors Meeting 07/21	200.00
City of Davenport	8052021	2270 2/7	Highland Meadows St Irrigation 06/21	503.16
Dewberry Engineers, Inc.	2908	1984564	General Engineering Services 06/21	1,755.00
Dewberry Engineers, Inc.	2921	1998448	General Engineering Services 07/21	4,285.00
Duke Energy	81321	09617 89471 07/21	0 County Road 547 N Lite 07/21	322.83
Duke Energy	81321	41513 18262 07/21	0 County Road 547 N Lite PH2 07/21	491.77
Duke Energy	82621	35100 85009 07/21	508 Highalnd Meadows St. Unit A, Entrance Lights 07/21	23.47
Duke Energy	82621	97783 97148 05/21	101 Highland Meadows Pl, Unit A, Entrance Lights 07/21	17.82
Eric Chenowith	2906	EC07072021	Board of Supervisors Meeting 07/21	200.00
Headley Oliver	2911	HO07072021	Board of Supervisors Meeting 07/21	200.00
Hopping Green and Sams	2912	124017	Legal Services 06/21	2,673.02
Jacob Derek Miller dba Southern Oak Outdoor, LLC.	2913	1707	Landscape Maint. 08/21	1,685.51
Jacob Derek Miller dba Southern Oak Outdoor, LLC.	2913	198	Hunter Valve & Irrigation Labor 3/21	720.00
Jacob Derek Miller dba Southern Oak Outdoor, LLC.	2918	258	Groundcover: Blue Daze 8/21	432.00
Marsha Faux Property Appraiser	2919	4651822	1% Preperty Appraiser Fee for 2021 Tax Roll	2,910.09

# Highland Meadows Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Rafael Martinez	2914	RM0072021	Board of Supervisors Meeting 07/21	200.00
Rizzetta & Company, Inc.	2909	INV0000059946	Mass Mailing 7-15-2021 FY Budget and O&M	230.75
Rizzetta & Company, Inc.	2915	INV0000060345	District Management Fees 08/21	3,005.39
Rizzetta Technology Services, LLC	2916	INV0000007820	Website Hosting Services 08/21	100.00
Rizzetta Technology Services, LLC	2922	INV0000007736-1	Website Hosting Services 07/21 Balance Forward	4.06
Robert C. Williams	2910	RW07072021	Board of Supervisors Meeting 07/21	200.00
Venefence Corp	2917	144	Fence Installation	<u>2,900.00</u>
<b><u>Report Total</u></b>				<b><u>\$ 23,059.87</u></b>

**HIGHLAND MEADOWS BOS MEETING**

Meeting Date: 7-07-2021

**SUPERVISOR PAY REQUEST**

Name of Board Supervisor	Check if present	Check if paid
Cindy Chenowith	✓	✓
Robert Williams	✓	✓
Headley Oliver	✓	✓
Eric Chenowith	✓	✓
Ralph Martinez	✓	✓

(\*) Does not get paid

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	11:03
Meeting End Time:	11:59
Total Meeting Time:	56 min

**Time Over (3) Hours:**

Total at \$175 per Hour:

Date Rec'd Rizzetta & Co., Inc. 7/16/21

D/M approval RA Date 8/2/21

Date entered 7/16/21

Fund 001 GL 51100 OC 1101

Check # \_\_\_\_\_

DM Signature: 

**Please forward copy to Corporate Acctg for  
Extended Meeting Hours.**

# INVOICE



# Dewberry®

Please remit to: DEWBERRY ENGINEERS INC.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

Bill To: HIGHLAND MEADOW CDD  
C/O RIZZETTA & COMPANY  
8529 SOUTH PARK CIRCLE, SUITE 330  
ORLANDO FL 32819

Invoice #: 1984564  
Invoice Date: 7/12/2021  
Due Date: 8/11/2021  
Client #: 876021  
Contract #: 50109973  
Batch #: 3060448

Dewberry Project: 50109972 Highland Meadows CDD-PLN164977  
Master agreement

Work Performed Thru Period Ending 6/25/2021

Job: 50109973 Highland Meadow CDD2019-1  
2019-1

## TIME & MATERIAL BILLING

Task ID Task Description  
T001 GENERAL ENGINEERING SERVICES

Description	Prev Amount Billed	\$	45,780.00	CURRENT PERIOD BILLING		
	Hours	Rate	Amount			
ENGINEER I	7.00	100.000	\$ 700.00			
ENGINEER IX	1.00	235.000	\$ 235.00			
TECHNICAL I	3.50	80.000	\$ 280.00			
TECHNICAL IV	4.50	120.000	\$ 540.00			
TOTAL HOURLY LABOR	16.00		\$ 1,755.00			
TOTAL FOR T001			\$ 1,755.00			

TOTAL FOR JOB: 50109973 \$ 1,755.00

TOTAL INVOICE AMOUNT DUE \$ 1,755.00  
BY 8/11/2021

Please Reference Invoice Number with Payment

Date Rec'd Rizzetta & Co., Inc. 7/12/21

D/M approval RH Date 8/2/21

Date entered 7/16/21

Fund 001 GL 51300 OC 3103

Check #

NOTE: Dewberry will not ask our clients to update any banking information via email. Please call Richard Goldstein directly at 703.849.0219 to request or verify our banking information or account number.

This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.

REINARDO MALAVE DAVILA



# INVOICE



# Dewberry®

Please remit to: DEWBERRY ENGINEERS INC.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

Bill To: HIGHLAND MEADOW CDD  
C/O RIZZETTA & COMPANY  
8529 SOUTH PARK CIRCLE, SUITE 330  
ORLANDO FL 32819

Invoice #: 1998448  
Invoice Date: 8/20/2021  
Due Date: 9/19/2021  
Client #: 876021  
Contract #: 50109973  
Batch #: 3069396

Dewberry Project: 50109972 Highland Meadows CDD-PLN164977  
Master agreement

Work Performed Thru Period Ending 7/30/2021

Job: 50109973 Highland Meadow CDD2019-1  
2019-1

## TIME & MATERIAL BILLING

Task ID Task Description  
T001 GENERAL ENGINEERING SERVICES

Description  
ENGINEER I  
ENGINEER IX  
TECHNICAL I  
TECHNICAL IV

Prev Amount Billed \$ 47,535.00

### CURRENT PERIOD BILLING

Hours	Rate	Amount
8.50	100.000	\$ 850.00
5.00	235.000	\$ 1,175.00
11.00	80.000	\$ 880.00
11.50	120.000	\$ 1,380.00
<b>TOTAL HOURLY LABOR</b>	36.00	\$ 4,285.00
<b>TOTAL FOR T001</b>		\$ 4,285.00

TOTAL FOR JOB: 50109973 \$ 4,285.00

**TOTAL INVOICE AMOUNT DUE \$ 4,285.00**  
**BY 9/19/2021**

Please Reference Invoice Number with Payment

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval NS Date 08/30/21

Date entered 8/26/21

Fund 001 GL 51300 OC 3103

Check # \_\_\_\_\_

NOTE: Dewberry will not ask our clients to update any banking information via email. Please call Richard Goldstein directly at 703.849.0219 to request or verify our banking information or account number.

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REINARDO MALAVE DAVILA



50109973  
Highland Meadow CDD2019-1

start_date	end_date	emp_id	fullname	cost_code	description	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
7/3/2021	7/9/2021	1	668458 BANFIELD, MOLLY J.	T0010000	General Engineering Services - boundary wall site visit coordination	0	0	0	0	0	1	0.5	1.5
7/3/2021	7/9/2021	1	220389 MALAVE DAVILA, REINARDO	T0010000	General Engineering Services- Board meeting- Review issues for board	0	0	0	0	2	1	0	3
7/10/2021	7/16/2021		585358 ARRINGTON, BARTLEY C.	T0010000	General Engineering Services	0	0	0	0.5	0	5.5	0	6
7/10/2021	7/16/2021		668458 BANFIELD, MOLLY J.	T0010000	General Engineering Services - boundary wall site visit coordination	0	0	1.5	1	1	1.5	0	5
7/10/2021	7/16/2021		220389 MALAVE DAVILA, REINARDO	T0010000	General Engineering Services Coor Wall reviews	0	0	0	1	0	0	1	2
7/10/2021	7/16/2021		585522 STAAT, DEREK B.	T0010000	General Engineering Services- Wall inspection	0	0	0	0	6	5	0	11
7/17/2021	7/23/2021		585358 ARRINGTON, BARTLEY C.	T0010000	General Engineering Services	0	0	0	2	0	0	1	3
7/17/2021	7/23/2021		668458 BANFIELD, MOLLY J.	T0010000	General Engineering Services - boundary wall site visit coordination	0	0	0.5	0.5	0	0.5	0.5	2
7/24/2021	7/30/2021		585358 ARRINGTON, BARTLEY C.	T0010000	General Engineering Services	0	0	0	2.5	0	0	0	2.5





## Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
0 COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS

**Bill date** Jul 22, 2021  
**For service** Jun 22 - Jul 22  
30 days

**Account number** 09617 89471

### Billing summary

Previous amount due	\$322.83
<i>Payment received Jul 13</i>	-274.53
Lighting Charges	50.05
Maintenance/Fixture Charges	246.81
Taxes	25.97
Adjustments	-48.30
<b>Total amount due Aug 13</b>	<b>\$322.83</b>



Thank you for your payment.  
If your previous unpaid balance has been paid, please disregard.

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval RA Date 8/11/21

Date entered 8/8/21

Fund 001 GL 53100 OC 4309

Check # \_\_\_\_\_

### Your usage snapshot

	Current Month	Jul 2020
Electric (daily average kWh)	27	27

### Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..06-22-21 TO 07-22-21 30 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
798 KWH @ 3.093c	24.68
FUEL CHARGE	
798 KWH @ 2.955c	23.58
ASSET SECURITIZATION CHARGE	
798 KWH @ 0.029c	0.23
<b>Total Lighting Charges</b>	<b>\$50.05</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

Mail your payment at least 7 days before the due date or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**09617 89471**

#### Amount of automatic draft

**\$322.83**  
by Aug 13

Your payment is scheduled to be made by monthly automatic draft on Aug 13.

\$ \_\_\_\_\_ Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0019	ST CON30/35
0019	HPS UG RDWAY 9500L

### Billing details - Adjustments

CREDIT AMOUNT TRANSFERRED FROM ACCOUNT 10650-05273	\$-48.30
<b>Total Adjustments</b>	<b>\$-48.30</b>

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$214.13
MAINTENANCE TOTAL	32.68
<b>Total Maintenance/Fixture Charges</b>	<b>\$246.81</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.28
COUNTY UTILITY TAX	3.33
STATE AND OTHER TAXES ON ELECTRIC	4.08
SALES TAX ON EQUIPMENT RENTAL	17.28
<b>Total Taxes</b>	<b>\$25.97</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
O COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS PH2

Bill date Jul 22, 2021  
For service Jun 22 - Jul 22  
30 days

Account number **41513 18262**

## Billing summary

Previous amount due	\$491.77
<i>Payment received Jul 13</i>	-491.77
Lighting Charges	75.57
Maintenance/Fixture Charges	376.71
Taxes	39.49
<b>Total amount due Aug 13</b>	<b>\$491.77</b>



Thank you for your payment.

## Your usage snapshot

	Current Month	Jul 2020
Electric (daily average kWh)	41	41

## Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..06-22-21 TO 07-22-21 30 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
1,218 KWH @ 3.093c	37.67
FUEL CHARGE	
1,218 KWH @ 2.955c	35.99
ASSET SECURITIZATION CHARGE	
1,218 KWH @ 0.029c	0.35
<b>Total Lighting Charges</b>	<b>\$75.57</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit duke-energy.com/rates

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
D/M approval RA Date 8/11/21  
Date entered 8/8/21  
Fund 001 GL 53100 OC 4309  
Check # \_\_\_\_\_

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**41513 18262**

### Amount of automatic draft

**\$491.77**  
by Aug 13

Your payment is scheduled to be made by monthly automatic draft on Aug 13.

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

---

### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

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Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0029	ST CON30/35
0029	HPS UG RDWAY 9500L

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$326.83
MAINTENANCE TOTAL	49.88
<b>Total Maintenance/Fixture Charges</b>	<b>\$376.71</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.94
COUNTY UTILITY TAX	5.00
STATE AND OTHER TAXES ON ELECTRIC	6.17
SALES TAX ON EQUIPMENT RENTAL	26.38
<b>Total Taxes</b>	<b>\$39.49</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
508 HIGHLAND MEADOWS ST  
UNIT A, ENTRANCE LIGHTING

Bill date Aug 4, 2021  
For service Jul 6 - Aug 4  
29 days

Account number **35100 85009**

## Billing summary

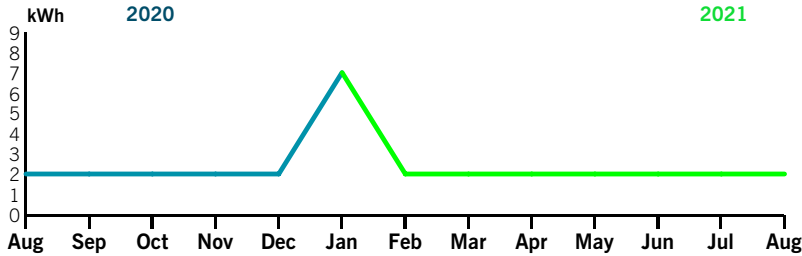
Previous amount due	\$24.24
<i>Payment received Jul 27</i>	-24.24
Electric Charges	21.51
Taxes	1.96
<b>Total amount due Aug 26</b>	<b>\$23.47</b>



Thank you for your payment.

## Your usage snapshot

Average daily usage history



	Current Month	Aug 2020
Electric	2	2

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval RH Date 8/11/21  
 Date entered 8/8/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_

### Current electric usage for meter number 003874601

Actual reading	1643
Previous reading	- 1591
Energy used	52 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.

### Amount of automatic draft



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**35100 85009**

**\$23.47**  
by Aug 26

Your payment is scheduled to be made by monthly automatic draft on Aug 26.

\$ \_\_\_\_\_ Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

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## We're here for you

---

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

---

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
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Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

---

### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading: Sep 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

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Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

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## Billing details - Electric Charges

General Service Non-Demand Secondary (GS-1)	
BILLING PERIOD..07-06-21 TO 08-04-21 29 DAYS	
CUSTOMER CHARGE	\$15.25
ENERGY CHARGE	
52 KWH @ 8.719c	4.53
FUEL CHARGE	
52 KWH @ 3.094c	1.61
ASSET SECURITIZATION CHARGE	
52 KWH @ 0.234c	0.12
<b>Total Electric Charges</b>	<b>\$21.51</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 12%, Purchased Power 9%, Gas 77%, Oil 0%, Nuclear 0%, Solar 2% (For prior 12 months ending June 30, 2021).

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.55
MUNICIPAL FRANCHISE FEE	1.41
<b>Total Taxes</b>	<b>\$1.96</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
101 HIGHLAND MEADOWS PL  
UNIT A, ENTRANCE LITES

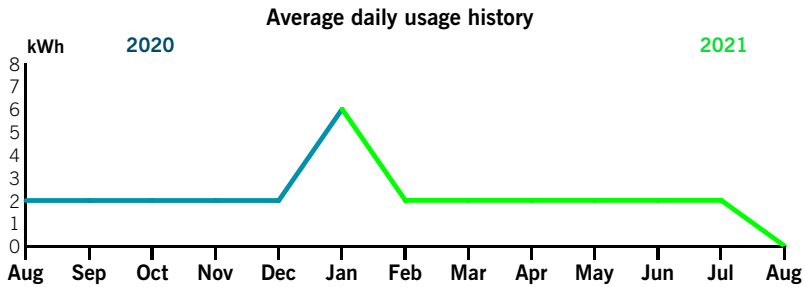
Bill date Aug 4, 2021  
For service Jul 6 - Aug 4  
29 days

Account number **97783 97148**

## Billing summary

Previous amount due	\$23.06
<i>Payment received Jul 27</i>	-23.06
Electric Charges	16.33
Taxes	1.49
<b>Total amount due Aug 26</b>	<b>\$17.82</b>

## Your usage snapshot



	Current Month	Aug 2020
Electric	0	2

Current electric usage for meter number 003876487	
Actual reading	1497
Previous reading	- 1488
Energy used	9 kWh



Thank you for your payment.

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval RY Date 8/11/21  
 Date entered 8/8/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**97783 97148**

### Amount of automatic draft

**\$17.82**  
by Aug 26

Your payment is scheduled to be made by monthly automatic draft on Aug 26.

\$ \_\_\_\_\_ Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

990097783971480006600000000000000000178200000017829



## We're here for you

---

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

---

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

---

### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

---

### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading: Sep 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Billing details - Electric Charges

General Service Non-Demand Secondary (GS-1)	
BILLING PERIOD..07-06-21 TO 08-04-21 29 DAYS	
CUSTOMER CHARGE	\$15.25
ENERGY CHARGE	
9 KWH @ 8.719c	0.78
FUEL CHARGE	
9 KWH @ 3.094c	0.28
ASSET SECURITIZATION CHARGE	
9 KWH @ 0.234c	0.02
<b>Total Electric Charges</b>	<b>\$16.33</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 12%, Purchased Power 9%, Gas 77%, Oil 0%, Nuclear 0%, Solar 2% (For prior 12 months ending June 30, 2021).

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.42
MUNICIPAL FRANCHISE FEE	1.07
<b>Total Taxes</b>	<b>\$1.49</b>

# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

===== STATEMENT =====

July 26, 2021

Highland Meadows CDD  
c/o Rizzetta & Company, Inc.  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Bill Number 124017  
Billed through 06/30/2021

**General Counsel**  
**HMCD 00001 RVW**

**FOR PROFESSIONAL SERVICES RENDERED**

06/01/21	RVW	Research parcel information regarding 218 Highland Meadows Avenue; confer with staff.	1.20 hrs
06/02/21	RVW	Review audit report; confer with district accountant.	0.40 hrs
06/08/21	RVW	Review and edit audit response letter.	0.30 hrs
06/08/21	KFS	Prepare response to auditor request letter regarding fiscal year 2019-2020.	1.20 hrs
06/09/21	RVW	Confer with district manager regarding budget amendment and assessment process.	0.80 hrs
06/15/21	RVW	Confer with district manager regarding meeting cancellation.	0.30 hrs
06/16/21	RVW	Confer with staff regarding filing of forms for Wertz.	0.40 hrs
06/18/21	RVW	Review publication notice requirements; confer with staff regarding same; prepare notices.	1.40 hrs
06/18/21	SLS	Review draft response to auditor request.	0.20 hrs
06/21/21	RVW	Prepare assessment resolution; confer with staff.	1.20 hrs
06/22/21	RVW	Confer with district manager regarding board meeting date.	0.30 hrs

Total fees for this matter \$2,516.50

**DISBURSEMENTS**

Travel	138.63
Travel - Meals	17.89
Total disbursements for this matter	\$156.52

**MATTER SUMMARY**

Skipper, Kay F. - Legal Assistant 1.20 hrs 110 /hr \$132.00

Van Wyk, Roy	6.30 hrs	365 /hr	\$2,299.50
Stephens, Susan L.	0.20 hrs	425 /hr	\$85.00

TOTAL FEES			\$2,516.50
TOTAL DISBURSEMENTS			\$156.52

**TOTAL CHARGES FOR THIS MATTER** ----- **\$2,673.02**

**BILLING SUMMARY**

Skipper, Kay F. - Legal Assistant	1.20 hrs	110 /hr	\$132.00
Van Wyk, Roy	6.30 hrs	365 /hr	\$2,299.50
Stephens, Susan L.	0.20 hrs	425 /hr	\$85.00

TOTAL FEES			\$2,516.50
TOTAL DISBURSEMENTS			\$156.52

**TOTAL CHARGES FOR THIS BILL** ----- **\$2,673.02**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
D/M approval RA Date 7/27/21  
Date entered 8/6/21  
Fund 001 GL 51400 OC 3107  
Check # \_\_\_\_\_

Southern Oak Outdoor LLC  
9300 Conroy Windermere Rd Unit 3227  
Windermere, FL 34786 US  
3214437141  
admin@southernoakoutdoor.com  
http://www.southernoakoutdoor.com



# INVOICE

**BILL TO**  
8529 South Park Circle  
Suite 330  
Orlando, Florida 32819 USA

**INVOICE #** 1707  
**DATE** 08/01/2021  
**DUE DATE** 08/31/2021  
**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
<b>Landscape Maintenance:Maintenance</b> Mowing, edging, string trimming, blowing, shearing & weed control.	1	2,530.50	2,530.50

Thank you for your business!

PAYMENT 844.99  
BALANCE DUE **\$1,685.51**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
D/M approval RA Date 8/11/21  
Date entered 8/6/21  
Fund 001 GL 539000C 4604  
Check # \_\_\_\_\_

Southern Oak Outdoor LLC  
9300 Conroy Windermere Rd Unit 3227  
Windermere, FL 34786 US  
3214437141  
admin@southernoakoutdoor.com  
http://www.southernoakoutdoor.com



## INVOICE

### BILL TO

Highland Meadows CDD  
8529 South Park Circle  
Suite 330  
Orlando, Florida 32819 USA

INVOICE # 198

DATE 03/18/2021

DUE DATE 03/18/2021

TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
<b>Irrigation:Labor</b> Relocate valve from homeowners yard.	9	50.00	450.00
<b>Misc. Parts</b> Irrigation parts for relocation of valve.	1	120.00	120.00
<b>Valve Cover Box</b> 14" X 20" X 12" with lid.	1	150.00	150.00

BALANCE DUE

**\$720.00**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval RA Date 7/27/21

Date entered 8/6/21

Fund 001 GL 53900 OC 4614

Check # \_\_\_\_\_



Southern Oak Outdoor LLC  
9300 Conroy Windermere Rd Unit 3227  
Windermere, FL 34786 US  
3214437141  
admin@southernoakoutdoor.com  
http://www.southernoakoutdoor.com



# INVOICE

**BILL TO**

Highland Meadows CDD  
8529 South Park Circle  
Suite 330  
Orlando, Florida 32819 USA

**INVOICE #** 258

**DATE** 08/10/2021

**DUE DATE** 08/10/2021

**TERMS** Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Groundcover:Blue Daze 1 Gallon Installed	48	9.00	432.00

Due to area of the sign entrances, we are able to stagger them to allow for better coverage and growth. This will allow the color to fully be seen.

**BALANCE DUE**

**\$432.00**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval NS Date \_\_\_\_\_

Date entered 8/15/21

Fund 001 GL 53900 OC 4614

Check # \_\_\_\_\_

# Polk County Property Appraiser

MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951  
 Phone: (863)534-4775

## INVOICE: 4651822

Page: 1 of 1

\*\*\*\*\* CUSTOMER \*\*\*\*\*

**HIGHLAND MEADOWS**  
**3434 COLWELL AVE STE 200**  
**TAMPA FL 33614-8390**

Invoice Date	Due Date	Ship Via	FOB	Terms	Reference
08/04/2021	08/04/2021			Net Upon Rpt	1% ADM FEE

Contact	Customer No	Phone	Fax	For
Bill Johnson	428	(813)933-5571		1% ADMIN FEE

Quantity	UOM	Description	Unit Price	Extended
1.00	EACH	Highlands Meadows CDD Debt 1% ADMIN FEE	2,910.0900	2,910.09
			<b>SUBTOTAL:</b>	2,910.09
			<b>TOTAL DUE:</b>	2,910.09

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval NS Date 8/17  
 Date entered 8/13/21  
 Fund 001 GL 15500 OC \_\_\_\_\_  
 Check # \_\_\_\_\_

Detach and Return With Payment

Send Payment To:

Invoice: 4651822  
 Customer: 428  
 RIZETTA & COMPANY IN  
 3434 COLWELL AVE STE 200  
 TAMPA FL 33614-8390

Polk County Property Appraiser  
 MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951

TOTAL DUE: \$2,910.09  
 AMOUNT PAID: \_\_\_\_\_

**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
7/15/2021	INV0000059946

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
July	Upon Receipt	00605

Description	Qty	Rate	Amount
Mass Mailing 7-15-2021 FY Budget and O&M	1.00	\$230.75	\$230.75
Date Rec'd Rizzetta & Co., Inc. <u>7/15/21</u> D/M approval <u>RH</u> Date <u>8/2/21</u> Date entered <u>7/16/21</u> Fund <u>001</u> GL <u>51300</u> OC <u>4801</u> Check # _____			
<b>Subtotal</b>			\$230.75
<b>Total</b>			\$230.75

**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
8/1/2021	INV0000060345

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
August	Upon Receipt	00605

Description	Qty	Rate	Amount
District Management Services	1.00	\$1,185.51	\$1,185.51
Administrative Services	1.00	\$414.00	\$414.00
Accounting Services	1.00	\$1,078.13	\$1,078.13
Financial & Revenue Collections	1.00	\$327.75	\$327.75
Date Rec'd Rizzetta & Co., Inc. _____ D/M approval <i>RH</i> Date <u>8/11/21</u> Date entered <u>8/6/21</u>			
Fund <u>001</u> GL <u>51300</u> OC _____			\$101
Check # _____			\$100
_____			\$201
_____			\$111
<b>Subtotal</b>			\$3,005.39
<b>Total</b>			\$3,005.39

**Rizzetta Technology Services**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
8/1/2021	INV0000007820

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
August		00605

Description	Qty	Rate	Amount
EEmail Accounts, Admin & Maintenance	0	\$15.00	\$0.00
Website Compliance and Management	1	\$100.00	\$100.00
Date Rec'd Rizzetta & Co., Inc. _____ D/M approval <u>  RH  </u> Date <u>  8/11/21  </u> Date entered <u>  8/6/21  </u> Fund <u>  001  </u> GL <u>  51300  </u> OC <u>  5102  </u> Check # _____			
<b>Subtotal</b>			\$100.00
<b>Total</b>			\$100.00

**Venefence Corp**  
5380 E Colonial Dr  
Orlando FL 32807  
407-952-7750  
www.venefence.com  
sales@venefenceorlando.com

Invoice 144  
Date 22 Jun 2021  
Due Date 22 Jun 2021  
Terms \_\_\_\_\_

Bill To:

Ship To:

Highland Meadows  
305-878-6347/407-472-2471  
RHernandez@rizetta.com  
Rizetta & Company

Highland Meadows  
222 Highland Meadows Pl  
Davenport FL

Description	Quantity	Price	Amount
Installed a 6 commercial grade chainlink black vinyl fence	1	USD2,900.00	USD2,900.00

Subtotal USD2,900.00

Please count all material before leaving our office.  
Thank you for your business!

USD0.00

Total USD2,900.00

Date Rec'd Rizetta & Co., Inc. \_\_\_\_\_  
D/M approval RH Date 8/11/21  
Date entered 8/6/21  
Fund 00i GL \_\_\_\_\_ OC \_\_\_\_\_  
Check # \_\_\_\_\_

## **Tab 2C**

# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT

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District Office · Riverview , Florida 33578

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.highlandmeadowscdd.org](http://www.highlandmeadowscdd.org)

## **Operation and Maintenance Expenditures September 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2021 through September 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$25,831.07**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson



# Highland Meadows Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
CA Florida Holdings, LLC	2926	4040483	Acct #590490 Legal Advertising 06/21 & 07/21	2,424.38
Cindy Chenowith	2930	CC081721	Board of Supervisors Meeting 08/17/21	200.00
City of Davenport	9032021	2318 1/3	Olsen Road Irrigation 07/21	159.38
City of Davenport	90321	2270 1/3	Highland Meadows St Irrigation 07/21	526.11
Dewberry Engineers, Inc.	2933	2011604	General Engineering Services 08/21	940.00
Duke Energy	91321	09617 89471 08/21	0 County Road 547 N Lite 08/21	323.30
Duke Energy	91321	41513 18262 08/21	0 County Road 547 N Lite PH2 08/21	492.46
Duke Energy	92821	35100 85009 08/21	508 Highalnd Meadows St. Unit A, Entrance Lights 05/21	23.86
Duke Energy	92821	97783 97148 08/21	101 Highland Meadows Pl, Unit A, Entrance Lights 05/21	17.19
Egis Insurance Advisors LLC	2934	13985	Commercial Insurance Package FY 21/22	7,966.00
Eric Chenowith	2929	EC081721	Board of Supervisors Meeting 08/17/21	200.00
Headley Oliver	2931	HO081721	Board of Supervisors Meeting 08/17/21	200.00
Hopping Green and Sams	2924	124822	Legal Services 07/21	547.50
Jacob Derek Miller dba Southern Oak Outdoor, LLC.	2925	1727	Landscape Maint. 09/21	1,530.50
Rafael Martinez	2932	RM081721	Board of Supervisors Meeting 08/17/21	200.00

# Highland Meadows Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Rizzetta & Company, Inc.	2927	INV0000061145	District Management Fees 09/21	3,005.39
Rizzetta Technology Services, LLC	2928	INV0000007912	Website Hosting Services 09/21	100.00
Tian Smith dba Anthony Home Rep	2923	INV2876	Stone Pressure Wash	<u>6,975.00</u>
<b><u>Report Total</u></b>				<b><u>\$ 25,831.07</u></b>



The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

<b>ACCOUNT NAME</b>		<b>ACCOUNT #</b>	<b>PAGE #</b>
Highland Meadows CDD		590490	1 of 1
<b>INVOICE #</b>	<b>BILLING PERIOD</b>	<b>PAYMENT DUE DATE</b>	
0004040483	Aug 1- Aug 31, 2021	September 20, 2021	
<b>PREPAY (Memo Info)</b>	<b>UNAPPLIED (included in amt due)</b>	<b>TOTAL AMOUNT DUE</b>	
\$0.00	\$0.00	<b>\$2,424.38</b>	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>		<b>BILLING INQUIRIES/ADDRESS CHANGES</b>	<b>FEDERAL ID</b>
Highland Meadows CDD c/o Rizzetta & Company 3434 Colwell AVE # 200 Tampa, FL 33614-8390		1-877-736-7612 or smb@ccc.gannett.com	47-2390983
<b>Legal Entity:</b> Gannett Media Corp. <b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited. <b>All funds payable in US dollars.</b>			

00005904900000000000000040404830024243867176

Contact abgspecial@gannett.com to sign-up for the convenience of having your invoice e-mailed to you. Once signed up you can also enjoy the convenience of making online payments. Previous account number reference if needed: .

Date	Description	Amount
8/1/21	Balance Forward	\$0.00

**Legal Advertising:**

Date range	Product	Order Number	Description	PO Number	Runs	Ad Size	Net Amount
7/25/21	LKL The Ledger - News Chief	6238378	AD 6091445		1	1 x 1 in	\$1,840.00

**Package Advertising:**

Start-End Date	Description	Products	Run Dates	PO Number	Package Cost
6/7/21	highland meadows cdd	6188763		6188763	\$277.82
6/29/21	Highland Meadows CDD Meeting Ad Request	6191016		6191016	\$306.56

Date Rec'd Rizzetta & Co., Inc. 9/7/21  
 D/M approval RH Date 9/10/21  
 Date entered 09/08/2021  
 Fund 001 GL 51300 OC 4801  
 Check # \_\_\_\_\_

**PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT**



The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

<b>ACCOUNT NAME</b>		<b>PAYMENT DUE DATE</b>		<b>AMOUNT PAID</b>		
Highland Meadows CDD		September 20, 2021				
<b>ACCOUNT NUMBER</b>		<b>INVOICE NUMBER</b>				
590490		0004040483				
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL AMOUNT DUE
\$2,424.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$2,424.38</b>

REMITTANCE ADDRESS (Include Account# & Invoice# on check)

CA Florida Holdings, LLC  
PO Box 631244  
Cincinnati, OH 45263-1244

TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:

VISA  MASTERCARD  DISCOVER  AMEX

Card Number \_\_\_\_\_

Exp Date \_\_\_\_/\_\_\_\_/\_\_\_\_ CVV Code \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

00005904900000000000000040404830024243867176

**Highland Meadows CDD**  
 Meeting Date: August 17, 2021

**SUPERVISOR PAY REQUEST**

Name of Board Supervisor	Check if present	Check if paid
Cindy Chenowith	X	✓
Robert Williams		<del>✓</del>
Headley Oliver	X	✓
Eric Chenowith	X	✓
Rafael Martinez	X	✓

(\* ) Does not get paid


**EXTENDED MEETING TIMECARD**

Meeting Start Time:	2:02pm
Meeting End Time:	2:58 PM
Total Meeting Time:	56 min

Time Over \_\_\_\_\_ () Hours: \_\_\_\_\_

Total at \$175 per Hour: \_\_\_\_\_

Date Rec'd Rizzetta & Co., Inc. 09/16/2021  
 D/M approval RA Date 9/16/21  
 Date entered 09/16/2021  
 Fund 001 GL 51100 OC 1101  
 Check # \_\_\_\_\_

DM Signature: 

***Please forward copy to Marcia Eannetta for  
 Extended Meeting Hours and/or Agenda Books.***



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS CDD

CYCLE A

\*\*C/CARD\*\*

1SEA

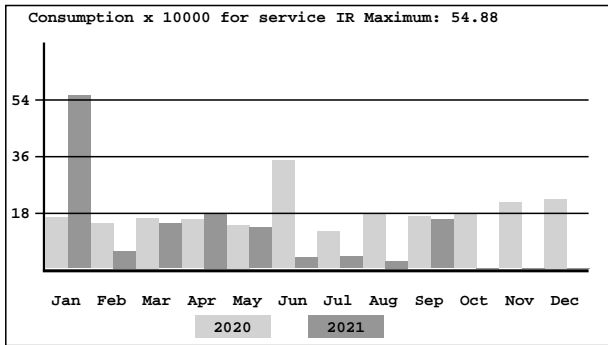
181100

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
2318	Olsen Rd	07/05/21 to 08/04/21	08/10/2021	09/01/2021	\$ 159.38			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 07/26/2021							196.42	
AW ALTERNATIVE WATER SUR	07/06	101069	08/05	101302	100.000	23300	170000	4.43
BF BACKFLOW PREVENTION FEE								5.75
IR IRRIGATION	07/06	101069	08/05	101302	100.000	23300	170000	135.64 *
							* TAXES	13.56

Date Rec'd Rizzetta & Co., Inc. 9/23/21  
 D/M approval RH Date 10/04/21  
 Date entered 9/28/21  
 Fund 001 GL 53600 OC 4302  
 Check # \_\_\_\_\_

CURRENT CHARGES 159.38  
TOTAL AMOUNT DUE 159.38

Your Credit Card was charged on 08/31/2021



COMMISSION MEETINGS: MON-AUGUST 16th, THURS-SEPT 9th AND TUES-SEPT 21st

\*\*\*\*\*  
2020 CONSUMER CONFIDENCE REPORT CAN BE SEEN ONLINE AT  
WWW.MYDAVENPORT.ORG

\*\*\*\*\*  
FOR CITY EVENTS AND UP TO DATE INFORMATION. PLEASE FOLLOW US ON  
FACEBOOK @MYDAVENPORTFL

\*\*\*\*\*  
PAST DUE BALANCES ARE DUE IMMEDIATELY... LATE FEES WILL BE APPLIED IF  
PAYMENTS ARE NOT RECEIVED IN OUR OFFICE BY THE 1st OF THE MONTH.  
PAYMENTS NOT RECEIVED BY THE 10th AND RETURN TO SUBSCRIBER CREDITANCE  
RECONNECT FEES ARE \$70 SAME DAY AND \$50 NEXT DAY.



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

PayID	Account #	Bill Date	TOTAL DUE
1SEA	2318	08/10/2021	\$ 159.38
Type	Due Date	Amount Paid	
CYCLE A	09/01/2021	**C/CARD**	

Your Credit Card was charged on 08/31/2021

|||||  
HIGHLAND MEADOWS CDD  
3434 COLWELL AVE SUITE 200  
TAMPA FL 33614

|||||  
1 S ALLAPAHA AVE  
DAVENPORT FL 33837

00000023184 0000159384



# CITY OF DAVENPORT

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DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS CDD

CYCLE A

\*\*C/CARD\*\*

1R2A

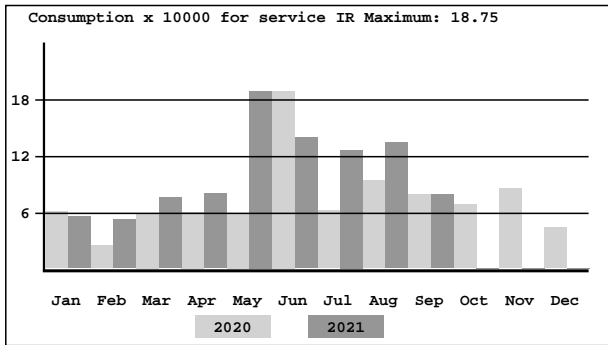
18001

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
2270	Highland Meadows St	07/05/21 to 08/04/21	08/10/2021	09/01/2021	\$ 526.11			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 08/03/2021								503.16
AW ALTERNATIVE WATER SUR	07/06	29017	08/05	30348	100.000	133100	92600	25.29
BF BACKFLOW PREVENTION FEE								5.75
IR IRRIGATION	07/06	29017	08/05	30348	100.000	133100	92600	454.61 *
MC LATE FEES								5.00CR
							* TAXES	45.46

Date Rec'd Rizzetta & Co., Inc. 9/23/21  
D/M approval RA Date 10/04/21  
Date entered 9/28/21  
Fund 001 GL 53600 OC 4302  
Check # \_\_\_\_\_

Your Credit Card was charged on 08/31/2021

CURRENT CHARGES	526.11
<b>TOTAL AMOUNT DUE</b>	<b>526.11</b>



COMMISSION MEETINGS: MON-AUGUST 16th, THURS-SEPT 9th AND TUES-SEPT 21st

\*\*\*\*\*  
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# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

PayID	Account #	Bill Date	TOTAL DUE
1R2A	2270	08/10/2021	\$ 526.11
Type	Due Date	Amount Paid	
CYCLE A	09/01/2021	**C/CARD**	

Your Credit Card was charged on 08/31/2021

|||||  
HIGHLAND MEADOWS CDD  
3434 COLWELL AVE SUITE 200  
TAMPA FL 33614

|||||  
1 S ALLAPAHA AVE  
DAVENPORT FL 33837

0000022707 0000526111

# INVOICE



# Dewberry®

Please remit to: DEWBERRY ENGINEERS INC.  
P.O. Box 821824  
Philadelphia, PA 19182-1824  
(703)849-0100 TIN: 13-0746510

Bill To: HIGHLAND MEADOW CDD  
C/O RIZZETTA & COMPANY  
8529 SOUTH PARK CIRCLE, SUITE 330  
ORLANDO FL 32819

Invoice #: 2011604  
Invoice Date: 9/13/2021  
Due Date: 10/13/2021  
Client #: 876021  
Contract #: 50109973  
Batch #: 3077387

Dewberry Project: 50109972 Highland Meadows CDD-PLN164977  
Master agreement

Work Performed Thru Period Ending 8/27/2021

Job: 50109973 Highland Meadow CDD2019-1  
2019-1

## TIME & MATERIAL BILLING

Task ID Task Description  
T001 GENERAL ENGINEERING SERVICES

Description  
ENGINEER IX

Prev Amount Billed \$ 51,820.00

### CURRENT PERIOD BILLING

Hours	Rate	Amount
4.00	235.000	\$ 940.00
<b>TOTAL HOURLY LABOR</b>	4.00	<b>\$ 940.00</b>
<b>TOTAL FOR T001</b>		<b>\$ 940.00</b>

TOTAL FOR JOB: 50109973 \$ 940.00

**TOTAL INVOICE AMOUNT DUE \$ 940.00**  
**BY 10/13/2021**

Please Reference Invoice Number with Payment

Date Rec'd Rizzetta & Co., Inc. 09/17/2021

D/M approval RA Date 9/21/21

Date entered 9/17/21

Fund 001 GL 51300 OC 3103

Check #

NOTE: Dewberry will not ask our clients to update any banking information via email. Please call Richard Goldstein directly at 703.849.0219 to request or verify our banking information or account number.

This invoice is due and payable within 30 days of the invoice date. Any questions pertaining to the above should be brought to the attention of Dewberry immediately. Thank you.

This invoice accurately reflects the terms and conditions of our agreement and the amount hereon is correct.

REINARDO MALAVE DAVILA



50109973  
Highland Meadow CDD2019-1

<b>start_date</b>	<b>end_date</b>	<b>emp_id</b>	<b>fullname</b>	<b>cost_code</b>	<b>description</b>	<b>SAT</b>	<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THU</b>	<b>FRI</b>	<b>TOTAL</b>
8/14/2021	8/20/2021	220389	MALAVE DAVILA, REINARD	T0010000	General Engineering Services- Board meeting	0	0	0	2	0	0	0	2
8/21/2021	8/27/2021	220389	MALAVE DAVILA, REINARD	T0010000	General Engineering Services- Review wall proposals	0	0	0	0	1	0	1	2





duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
0 COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS

**Bill date** Aug 20, 2021  
**For service** Jul 22 - Aug 20  
29 days

**Account number** 09617 89471

## Billing summary

Previous amount due	\$322.83
<i>Payment received Aug 12</i>	-322.83
Lighting Charges	50.43
Maintenance/Fixture Charges	246.81
Taxes	26.06
<b>Total amount due Sep 13</b>	<b>\$323.30</b>

## Your usage snapshot

	Current Month	Aug 2020
Electric (daily average kWh)	28	28

## Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..07-22-21 TO 08-20-21 29 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
798 KWH @ 3.14c	25.06
FUEL CHARGE	
798 KWH @ 2.955c	23.58
ASSET SECURITIZATION CHARGE	
798 KWH @ 0.029c	0.23
<b>Total Lighting Charges</b>	<b>\$50.43</b>



Thank you for your payment.

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval NS Date 08/30/21

Date entered 8/26/21

Fund 001 GL 53100 OC 4309

Check # \_\_\_\_\_

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

For a complete listing of all Florida rates and riders, visit duke-energy.com/rates

Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 12%, Purchased Power 9%, Gas 77%, Oil 0%, Nuclear 0%, Solar 2% (For prior 12 months ending June 30, 2021).

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**09617 89471**

### Amount of automatic draft

**\$323.30**  
by Sep 13

Your payment is scheduled to be made by monthly automatic draft on Sep 13.

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004



## We're here for you

---

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

---

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

---

### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

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Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0019	ST CON30/35
0019	HPS UG RDWAY 9500L

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$214.13
MAINTENANCE TOTAL	32.68
<b>Total Maintenance/Fixture Charges</b>	<b>\$246.81</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.29
COUNTY UTILITY TAX	3.37
STATE AND OTHER TAXES ON ELECTRIC	4.12
SALES TAX ON EQUIPMENT RENTAL	17.28
<b>Total Taxes</b>	<b>\$26.06</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address** HIGHLAND MEADOWS CDD  
0 COUNTY ROAD 547 N LITE,  
HIGHLAND MEADOWS PH2  
**Bill date** Aug 20, 2021  
**For service** Jul 22 - Aug 20  
29 days  
**Account number** 41513 18262

## Billing summary

Previous amount due	\$491.77
<i>Payment received Aug 12</i>	-491.77
Lighting Charges	76.15
Maintenance/Fixture Charges	376.71
Taxes	39.60
<b>Total amount due Sep 13</b>	<b>\$492.46</b>

## Your usage snapshot

	Current Month	Aug 2020
Electric (daily average kWh)	42	42

## Billing details - Lighting Charges

Lighting Service Company Owned/Maintained (LS-1)	
BILLING PERIOD..07-22-21 TO 08-20-21 29 DAYS	
CUSTOMER CHARGE	\$1.56
ENERGY CHARGE	
1,218 KWH @ 3.14c	38.25
FUEL CHARGE	
1,218 KWH @ 2.955c	35.99
ASSET SECURITIZATION CHARGE	
1,218 KWH @ 0.029c	0.35
<b>Total Lighting Charges</b>	<b>\$76.15</b>

**\$**  
Thank you for your payment.

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval *NS* Type text here Date 08/30/21  
 Date entered 8/26/21  
 Fund 001 GL 53100 OC 4309  
 Check # \_\_\_\_\_

Your current rate is Lighting Service Company Owned/Maintained (LS-1).  
 For a complete listing of all Florida rates and riders, visit duke-energy.com/rates  
 Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 12%, Purchased Power 9%, Gas 77%, Oil 0%, Nuclear 0%, Solar 2% (For prior 12 months ending June 30, 2021).

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
41513 18262

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

**Amount of automatic draft**

<b>\$492.46</b> by Sep 13	Your payment is scheduled to be made by monthly automatic draft on Sep 13.
------------------------------	--

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
3434 COLWELL AVE  
#200  
TAMPA FL 33614 - 8390

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

9900415131826200066000000000000000000004924600000492464



## We're here for you

---

### Report an emergency

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800.228.8485

---

### Convenient ways to pay your bill

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By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
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---

### Call before you dig

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---

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---

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St Petersburg, FL 33733

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### Billing details - Equipment/Rental Charges

EQUIPMENT RENTAL FOR:	
0029	ST CON30/35
0029	HPS UG RDWAY 9500L

### Billing details - Maintenance/Fixture Charges

FIXTURE TOTAL	\$326.83
MAINTENANCE TOTAL	49.88
<b>Total Maintenance/Fixture Charges</b>	<b>\$376.71</b>

### Billing details - Taxes

GROSS RECEIPTS TAX	\$1.95
COUNTY UTILITY TAX	5.06
STATE AND OTHER TAXES ON ELECTRIC	6.21
SALES TAX ON EQUIPMENT RENTAL	26.38
<b>Total Taxes</b>	<b>\$39.60</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address** HIGHLAND MEADOWS CDD  
508 HIGHLAND MEADOWS ST  
UNIT A, ENTRANCE LIGHTING

**Bill date** Sep 3, 2021  
**For service** Aug 4 - Sep 3  
30 days

**Account number** 35100 85009

## Billing summary

Previous amount due	\$23.47
<i>Payment received Aug 25</i>	-23.47
Electric Charges	21.86
Taxes	2.00
<b>Total amount due Sep 28</b>	<b>\$23.86</b>

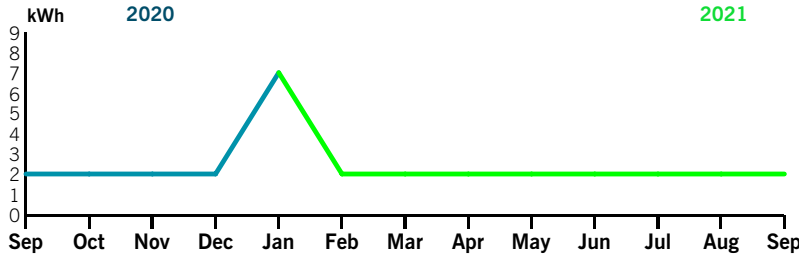


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Call us at 1-800-228-8485 or visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information 3. Specific addresses, landmarks and directions work best

## Your usage snapshot

Average daily usage history



	Current Month	Sep 2020
Electric	2	2

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval RH Date 9/21/21  
 Date entered 9/17/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_

### Current electric usage for meter number 003874601

Actual reading	1696
Previous reading	- 1643
Energy used	53 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**35100 85009**

### Amount of automatic draft

**\$23.86**  
by Sep 28

Your payment is scheduled to be made by monthly automatic draft on Sep 28.

\$ \_\_\_\_\_ **Amount enclosed**

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

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## We're here for you

---

### Report an emergency

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800.228.8485

---

### Convenient ways to pay your bill

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Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

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Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

---

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Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

---

### Call before you dig

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---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading: Oct 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$40 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$50 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.





## Billing details - Electric Charges

General Service Non-Demand Secondary (GS-1)	
BILLING PERIOD..08-04-21 TO 09-03-21 30 DAYS	
CUSTOMER CHARGE	\$15.25
ENERGY CHARGE	
53 KWH @ 8.719c	4.62
FUEL CHARGE	
53 KWH @ 3.514c	1.86
ASSET SECURITIZATION CHARGE	
53 KWH @ 0.244c	0.13
<b>Total Electric Charges</b>	<b>\$21.86</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.56
MUNICIPAL FRANCHISE FEE	1.44
<b>Total Taxes</b>	<b>\$2.00</b>



duke-energy.com  
1.877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS CDD  
101 HIGHLAND MEADOWS PL  
UNIT A, ENTRANCE LITES

**Bill date** Sep 3, 2021  
**For service** Aug 4 - Sep 3  
30 days

**Account number** **97783 97148**

## Billing summary

Previous amount due	\$17.82
Payment received Aug 25	-17.82
Electric Charges	15.75
Taxes	1.44
<b>Total amount due Sep 28</b>	<b>\$17.19</b>

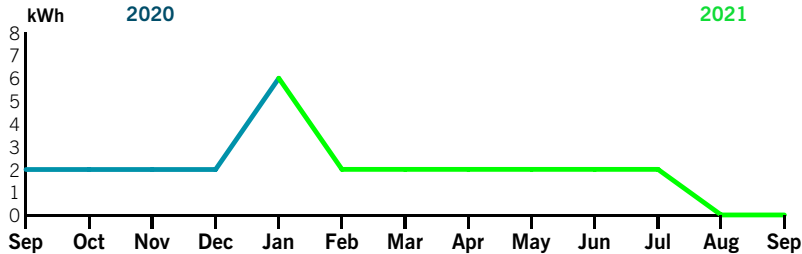


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Call us at 1-800-228-8485 or visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information 3. Specific addresses, landmarks and directions work best

## Your usage snapshot

Average daily usage history



	Current Month	Sep 2020
Electric	0	2

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
 D/M approval RH Date 9/21/21  
 Date entered 9/17/21  
 Fund 001 GL 53100 OC 4301  
 Check # \_\_\_\_\_

Current electric usage for meter number 003876487	
Actual reading	1501
Previous reading	- 1497
Energy used	4 kWh



A kilowatt-hour (kWh) is a measure of the energy used by a 1,000-watt appliance in one hour. A 10-watt LED lightbulb would take 100 hours to use 1 kWh.

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments of this statement within 90 days from the billing date will avoid a 1% late charge.

Please return this portion with your payment. Thank you for your business.

### Amount of automatic draft



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**97783 97148**

**\$17.19**  
by Sep 28

Your payment is scheduled to be made by monthly automatic draft on Sep 28.

\$ \_\_\_\_\_ Amount enclosed

**HIGHLAND MEADOWS CDD**  
C/O RIZZETTA & COMPANY INC  
8529 S PARK CIR  
#330  
ORLANDO FL 32819 - 9064

Duke Energy Payment Processing  
PO Box 1004  
Charlotte, NC 28201-1004

990097783971480006600000000000000000000000000000171900000017195



## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1004  
Charlotte, NC 28201-1004  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

---

### General questions or concerns

Residential  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 800.700.8744  
For hearing impaired TDD/TTY 800.222.3448 or 711  
International 1.407.629.1010  
  
Business Customer  
Online [duke-energy.com](http://duke-energy.com)  
Call (Monday - Friday, 7 a.m. to 7 p.m.) 877.372.8477

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

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ENERGY CHARGE	
4 KWH @ 8.719c	0.35
FUEL CHARGE	
4 KWH @ 3.514c	0.14
ASSET SECURITIZATION CHARGE	
4 KWH @ 0.244c	0.01
<b>Total Electric Charges</b>	<b>\$15.75</b>

Your current rate is General Service Non-Demand Secondary (GS-1).

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

## Billing details - Taxes

GROSS RECEIPTS TAX	\$0.40
MUNICIPAL FRANCHISE FEE	1.04
<b>Total Taxes</b>	<b>\$1.44</b>



# INVOICE

<b>Customer</b>	Highland Meadows Community Development District
<b>Acct #</b>	495
<b>Date</b>	09/02/2021
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

Highland Meadows Community Development District  
 c/o Rizzetta & Company  
 3434 Colwell Ave, Suite 200  
 Tampa, FL 33614

Payment Information	
<b>Invoice Summary</b>	\$ 7,966.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#13985
	100121659

Thank You

Please detach and return with payment



Customer: Highland Meadows Community Development District

Invoice	Effective	Transaction	Description	Amount
13985	10/01/2021	Renew policy	Policy #100121659 10/01/2021-10/01/2022 Florida Insurance Alliance  Package - Renew policy Due Date: 9/2/2021	7,966.00

Date Rec'd Rizzetta & Co., Inc. 9/15/21  
 D/M approval RH Date 9/20/21  
 Date entered 9/15/21  
 Fund 001 GL 15500 OC           
 Check #                                 

<b>Total</b>
\$ 7,966.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:  
 Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

<b>Remit Payment To: Egis Insurance Advisors, LLC</b> Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	(321)233-9939  sclimer@egisadvisors.com	<b>Date</b>
		09/02/2021

# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

===== STATEMENT =====

August 27, 2021

Highland Meadows CDD  
c/o Rizzetta & Company, Inc.  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Bill Number 124822  
Billed through 07/31/2021

**General Counsel**  
**HMCD 00001 RVW**

**FOR PROFESSIONAL SERVICES RENDERED**

07/06/21	RVW	Review agenda; prepare for board meeting.	0.70 hrs
07/07/21	RVW	Attend board meeting by phone.	0.80 hrs
Total fees for this matter			\$547.50

**MATTER SUMMARY**

Van Wyk, Roy 1.50 hrs 365 /hr \$547.50

TOTAL FEES \$547.50

**TOTAL CHARGES FOR THIS MATTER \$547.50**

**BILLING SUMMARY**

Van Wyk, Roy 1.50 hrs 365 /hr \$547.50

TOTAL FEES \$547.50

**TOTAL CHARGES FOR THIS BILL \$547.50**

**Please include the bill number with your payment.**

**WIRE/ACH Information**

**Synovus Bank**

**Hopping Green & Sams, P.A.**

**Acct. #: 3270103901**

**ABA #: 061100606**

Date Rec'd Rizzetta & Co., Inc. 08/30/2021

D/M approval RH Date 9/10/21

Date entered 09/08/2021

Fund 001 GL 51400 OC 3107

Check # \_\_\_\_\_

Southern Oak Outdoor LLC  
9300 Conroy Windermere Rd Unit 3227  
Windermere, FL 34786 US  
3214437141  
admin@southernoakoutdoor.com  
http://www.southernoakoutdoor.com



# INVOICE

**BILL TO**

8529 South Park Circle  
Suite 330  
Orlando, Florida 32819 USA

**INVOICE #** 1727  
**DATE** 09/01/2021  
**DUE DATE** 10/01/2021  
**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
<b>Landscape Maintenance:Maintenance</b> Mowing, edging, string trimming, blowing, shearing & weed control.	1	2,530.50	2,530.50

Thank you for your business!

PAYMENT 1,000.00  
BALANCE DUE **\$1,530.50**

Date Rec'd Rizzetta & Co., Inc. 09/08/2021  
D/M approval RH Date 9/10/21  
Date entered 09/08/2021  
Fund 001 GL 53900 OC 4604  
Check # \_\_\_\_\_

**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
9/1/2021	INV0000061145

**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
September	Upon Receipt	00605

Description	Qty	Rate	Amount
District Management Services	1.00	\$1,185.51	\$1,185.51
Administrative Services	1.00	\$414.00	\$414.00
Accounting Services	1.00	\$1,078.13	\$1,078.13
Financial & Revenue Collections	1.00	\$327.75	\$327.75
<b>Date Rec'd Rizzetta &amp; Co., Inc.</b> <u>08/30/2021</u>			
<b>D/M approval</b> <u>RH</u> <b>Date</b> <u>9/10/21</u>			
<b>Date entered</b> <u>09/08/2021</u>			
<b>Fund</b> <u>001</u> <b>GL</b> <u>51300</u> <b>OC</b> <u>3101</u> <u>\$1,185.51</u>			
<b>Check #</b> _____ <u>3100</u> <u>\$414.00</u>			
		<u>3201</u> <u>\$1,078.13</u>	
		<u>3111</u> <u>\$327.75</u>	
<b>Subtotal</b>			\$3,005.39
<b>Total</b>			\$3,005.39



**Rizzetta Technology Services**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
9/1/2021	INV0000007912

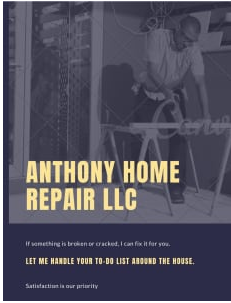
**Bill To:**

HIGHLAND MEADOWS CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614
--

Services for the month of	Terms	Client Number
September		00605

Description	Qty	Rate	Amount
EEmail Accounts, Admin & Maintenance	0	\$15.00	\$0.00
Website Compliance and Management	1	\$100.00	\$100.00
Date Rec'd Rizzetta & Co., Inc. <u>08/30/2021</u> D/M approval <u>RA</u> Date <u>9/10/21</u> Date entered <u>09/08/2021</u> Fund <u>001</u> GL <u>51300</u> OC <u>5102</u> Check # _____			

<b>Subtotal</b>	\$100.00
<b>Total</b>	\$100.00



# Anthony Home Repair LLC

Tian Smith  
**Business Number** 203-260-8343  
603 Spice Trader Way, Orlando, FL 32818  
☎ 203-260-8343  
☎ 954-371-4798  
sethaszora@gmail.com

INVOICE

INV2876

DATE

08/23/2021

DUE

On Receipt

BALANCE DUE

USD \$6,975.00

## BILL TO

### Rizzetta & company

8529 South Park circle  
Suite 330  
Orlando Florida 32819  
☎ 407-472-2471  
rhernandez@rizzetta.com

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_

D/M approval NS Date 08/30/21

Date entered 8/26/21

Fund 001 GL 57900 OC 4903

Check # \_\_\_\_\_

DESCRIPTION	RATE	QTY	AMOUNT
Remove foam clean and prep wall pressure wash stones giving it back the natural look . Build forms and cast with concrete all around giving it that unique look all around and making it durable to withstand any weather no water will damage over the period of time and if stand or sit on no breaking off. Paint with desired colors of choice	\$6,975.00	1	\$6,975.00

**TOTAL** \$6,975.00

**BALANCE DUE** **USD \$6,975.00**

Expiration 09/13/2021

DATE SIGNED

08/23/2021



Before



Finishing



Finish

## **Tab 3**



A & R Contracting & Cleaning, LLC  
 2061 9TH LN NE  
 winter haven, FL 33881 US  
 863-582-6202  
 alvarezandramirez@gmail.com

# Estimate

ADDRESS
Richard Hernandez Rizzetta & Company 8529 South Park Circle Suite 330 Orlando, Florida 32819

ESTIMATE #	DATE
1548	05/04/2021

ACTIVITY	QTY	RATE	AMOUNT
<b>Material and labor</b> PHASE 1 SOUTH WALL ON OLSEN RD BOTH SIDES Scope of work is as follows -remove or cover any vegetation along the wall -pressure wash will use a chlorine mixture 1 part chlorine 3 parts water to remove all dirt and mildew ready for painting -step 1 dig 1 foot out to remove dirt along the wall -step 2 prime all walls both sides using LOXON Concrete & Masonry Primer/Sealer -step 3 painting of walls 2 TONE using super paint or resilience exterior total 1,830 LF INCLUDES BOTH SIDES	1	10,535.00	10,535.00
<b>Material and labor</b> WEST WALL ALONG 10TH ST BOTH SIDES Scope of work is as follows -remove or cover any vegetation along the wall behind residents homes -pressure wash will use a chlorine mixture 1 part chlorine 3 parts water to remove all dirt and mildew ready for painting INCLUDES SIDEWALK -step 1 dig 1 foot out to remove dirt along the wall -step 2 prime all walls both sides using LOXON Concrete & Masonry Primer/Sealer -step 3 painting of walls 2 TONE using super paint or resilience exterior total 2,326 LF INCLUDES BOTH SIDES	1	11,656.00	11,656.00
<b>Material and labor</b> NORTH WALL BOTH SIDE ALSO BEHIND MOBILE HOMES Scope of work is as follows -remove or cover any vegetation along the wall specifically between a chain link fence behind mobile homes	1	17,554.00	17,554.00

ACTIVITY	QTY	RATE	AMOUNT
-pressure wash will use a chlorine mixture 1 part chlorine 3 parts water to remove all dirt and mildew ready for painting INCLUDES SIDE WALK ALONG DAVENPORT BLVD -step 1 dig 1 foot out to remove dirt along the wall -step 2 prime all walls both sides using LOXON Concrete & Masonry Primer/Sealer -step 3 painting of walls 2 TONE using super paint or resilience exterior total 3,244 LF INCLUDES BOTH SIDES			
<b>TOTAL</b>			<b>\$39,745.00</b>

Accepted By

Accepted Date



A & R Contracting & Cleaning, LLC  
 2061 9TH LN NE  
 winter haven, FL 33881 US  
 863-582-6202  
 alvarezandramirez@gmail.com

**Estimate**

ADDRESS
Rizzetta & Company 8529 South Park Circle Suite 330 Orlando, Florida 32819

ESTIMATE #	DATE
1586	08/17/2021

ACTIVITY	QTY	RATE	AMOUNT
<b>Material and labor</b> SOUTH WALL ALONG OLSEN RD BOTH SIDES BOTH SIDES Scope of work - cover landing scaping along the walls -demo all loose stucco -seal all cracks -prime walls with stucco adhesive for the new stucco to stick -install wire mesh -re stucco and texture -clean up and trash removal	1	15,898.00	15,898.00
<b>Material and labor</b> WEST WALL ALONG 10TH ST BOTH SIDES Scope of work - cover landing scaping along the walls -demo all loose stucco -seal all cracks -prime walls with stucco adhesive for the new stucco to stick -install wire mesh -re stucco and texture -clean up and trash removal	1	25,500.00	25,500.00
<b>Material and labor</b> NORTH WALL AND BEHIND MOBILE HOMES BOTH SIDES Scope of work - cover landing scaping along the walls -demo all loose stucco -seal all cracks -prime walls with stucco adhesive for the new stucco to stick -install wire mesh -re stucco and texture -clean up and trash removal	1	19,325.00	19,325.00



TOTAL

**\$60,723.00**

Accepted By

Accepted Date



## COMMERCIAL PAINTING AGREEMENT

I. **PARTIES**, too, and other subject matters related to this construction agreement (“Agreement”) are as follows:

Date: 11/1/2021  
Community: Highland Meadows HOA  
Project Address: 508 Highland Meadows Street, Davenport, FL  
Project: Perimeter Wall Project

Community Contact: Richard Hernandez  
Contact Phone: 305-878-6347  
Contact Email: [RHernandez@rizzetta.com](mailto:RHernandez@rizzetta.com)

Contractor: Dehlinger Construction, LLC  
Dehlinger Rep: Charles Dehlinger  
Email: [charles@dehlinger.com](mailto:charles@dehlinger.com)

II. **SCOPE OF WORK**, description of work to be performed by Contractor (“Scope of Work”):

1. SURFACE PREPARATION

- a. Each surface shall be cleaned, scraped, sanded, and prepared as specified. The contractor is responsible for the finish of his/her work. Commencing work in a specific area shall be construed as acceptance of surfaces and thereafter as fit and proper to receive finish. Contractor shall be fully responsible for satisfactory work.

2. MATERIALS

- a. All materials specified are from **The Sherwin-Williams Company**.

3. PROTECTION OF SUBSTRATES NOT TO BE PAINTED

- a. Contractor shall protect his/her work at all times and shall protect all adjacent work and materials by suitable covering and other methods during progress of work. Upon completion of work, the Contractor shall remove all paint droppings and over-spray from floors, glass, concrete, and other surfaces not specified to be painted.

4. RESOLUTION OF CONFLICTS

- a. Contractor shall be responsible for stopping work and requesting prompt clarification when instructions are lacking, when conflicts occur in the specifications and/or paint manufacturer’s literature, or the procedures specified are not clearly understood.
- b. Any dispute arising out of this Agreement shall be settled by a Court in the county of Agreement execution; whereas, all parties waive the right to trial by jury.

5. SAFETY/OWNER’S ACCESS TO JOBSITE

- a. To comply with OSHA safety regulations, Owner and its agents agree to (i) coordinate all work area visits through the Contractor, and (ii) wear personal protective equipment as required by the Contractor and regulatory agencies.
- b. To maintain Project hierarchy, management, and certain confidentiality, the Owner agrees to direct all communications to Contractor’s designated representative only and shall refrain from communicating with Contractor’s employees, project vendors, building inspectors, and other job site personnel.

6. MOISTURE

- a. All areas that could cause paint failure due to moisture should be addressed and eliminated.

7. PRESSURE WASHING SPECIFICATION REQUIREMENTS

- a. All surfaces to be recoated will be treated with a chlorine solution prior to power washing where allergy/mildew is present. The process is to eradicate the growth of mildew and allergy on the surface. The solution contains chlorine/bleach and water. The solution will soak for a minimum of 30 minutes before the power washing.
- b. Pressure clean all designated surfaces using a minimum of 3000 PSI to remove dirt, chalk and loose paint.

8. APPLICATION

- a. Contractor shall be responsible for notification of Management or Owner’s agent before beginning work if conditions substantially exceed Scope of Work.
- b. Contractor will professionally perform the Scope of Work, according to standard trade practice, and in compliance with the applicable Florida Building Code.
- c. Contractor shall be responsible for and use reasonable care for the protection of the occupant and occupant’s property. This includes all screens, windows, walkways, parked vehicles, and any other property in the area from paint and/or other damage.

9. WORKMANSHIP AND APPLICATION CONDITIONS

- a. Contractor will deliver work performed in accordance with the standard trade practice. The Owner's maintenance obligations to condition or dehumidify the living space, clean & maintain caulked/painted surfaces, establish equipment and landscape service agreements, and the like begins at project completion. The Contractor is not responsible for mold and other damages resulting from improper maintenance.

10. WEATHER

- a. All materials are to be applied in accordance with the product data page in regard to weather conditions. The exterior work will stop early enough in the day to permit paint film to properly set-up.
- b. The Contractor shall not be responsible for any delays or damage caused by the Owner or Owner's agent, acts of God, earth settlement, or other causes beyond the reasonable control of the Contractor.

11. CAULKS AND SEALANTS

- a. Where deterioration, caulking, splitting, and loss of adhesion are present, the existing chalking shall be removed and cleaned. All stucco, fiber cement siding, and wood will be caulked using Sherwin-Williams 55-year acrylic caulking according to the manufacturer's recommendations. All metal, ferrous, and non-ferrous surfaces will be caulked with Sherwin-Williams Loxon S1 One Component Smooth.

12. PAINT AND COATING SYSTEMS

- Stucco & Other Masonry Surfaces
  - A. Prime Coat: Loxon Conditioner
  - B. Finish Coat: Super Paint Exterior Latex Satin

13. REPAIRS/REPLACEMENTS SCOPE

- A. Identify all cracks in the existing substrates and repair per manufacturer's recommendation.
- B. For hairline cracks 1/16 inch or less wide – seal with Sherwin Williams Concrete and Masonry Elastomeric Patching Compound (smooth or textured).
- C. For cracks 1/16-3/5 inch, route the crack open to a uniform size by mechanical methods.
- D. Clean out cracks with water and allow it to completely dry. Seal with Sherwin Williams Concrete and Masonry Elastomeric Patching Compound (smooth or textured).
- E. All stucco repairs will be installed with new lathe, scratch coat, finish coat to match as close as possible to the existing stucco.
- F. All damaged stucco caps will be formed to match existing, textured, and painted to the existing color.
- G. All damaged EIPS areas to be replaced and restored to match existing.

III. PAYMENT TERMS

**CONTRACT SUM**, for Contractor's undertaking and completing the Scope of Work, Owner agrees to pay Contractor:

Fixed fee of **\$81,632.00**, together with adjustments for Change Orders. Change Orders resulting in an increase in the Scope of Work shall be: (a) billed as cost plus 20%, and (b) **PAID WITHIN 10 BUSINESS DAYS of invoice delivery**.

Payment schedule:

<b>50% deposit upon Agreement acceptance:</b>	<b>\$40,816.00</b>
<b>25% draw at 50% completion:</b>	<b>\$20,408.00</b>
<b>25% at project completion:</b>	<b>\$20,408.00</b>

- a. ANY INVOICE NOT PAID WITHIN THIRTY (30) DAYS WILL ACCRUE INTEREST AT THE RATE OF 1.5% PER MONTH.
- b. Contractor shall provide conditional lien waivers in exchange for payment disbursements and a Contractor's final payment affidavit upon request.
- c. **Punch Items:** Owner shall provide Contractor detailed, specific written notice of any alleged punch item/defective work within ten (10) days of Contractor's notification the Scope of Work is complete ("Punch Items"); whereas, Contractor shall resolve the Punch Items within five (5) business days of receipt of the same. Owner and Contractor mutually agree to the decisions and actions to determine punch items being final and binding.
- d. **Owner's Default In Payment:** In the event of Owner's delay or default in payment, Contractor shall have the right to (i) cease work and remain idle, (ii) place a stop work order on all permits, (iii) remove all stored materials, (iv) secure the project to prevent theft/unauthorized work, and (v) all attorney's fees, expenses, and other costs incurred by Contractor pursuant to Owner's delay or default in payment shall be borne by Owner (including, but not limited to, damages related to unpaid project vendors).
- e. **Waiver of Incidental / Consequential Damages:** Owner and Contractor waive all incidental and consequential damages arising out of or relating to this Agreement.
- f. All payments and notices shall be mailed to: **Dehlinger Construction LLC, 157 E. Lake Brantley Dr., Longwood, FL 32779.**

Initials \_\_\_\_\_ / \_\_\_\_\_

**IV. EXCLUSIONS**

- a. Replacement of any damaged, dry-rotted, or noncompliant building components, not visible to the naked eye before commencement of work.

**V. INCLUSIONS**

- a. Wall Columns
- b. Stucco Wall
- c. Caps and EIPS Surfaces

**VI. OWNER RESPONSIBILITY**

The Owner shall provide the following to the Contractor for the work:

- a. Power/electricity
- b. Water
- c. Parking
- d. Place for material storage

**VII. CONSTRUCTION SCHEDULE**

- a) **Commencement:** Contractor shall commence construction within ten (10) days of issuance of all documents required for the performance of the Scope of Work and receipt of the deposit ("Commencement").
- b) **Completion:** Contractor shall make a good-faith effort to complete the Scope of Work within 30 days of Commencement ("Construction Period"); however, the Owner accepts deviation from the Construction Period as a risk of the construction process.

**VIII. PATCHING & MATCHING**

- a) **Textures & Finishes:** Certain products, finishes, or textures may slightly differ from samples or photographs; whereas, Owner accepts such variation as a risk of the construction process.
- b) **Patching & Matching:** Contractor will use its best efforts to match existing surfaces, textures, and finishes; however, Owner understands and accepts that there may be minor variations of the same as a risk of the construction process.

**IX. CHANGE ORDERS**

Should the Owner require additional work to be performed due to an unforeseen condition or change in Scope of Work, all costs to perform the additional work shall be added to the Contract Sum as a change order ("Change Order"). Change Orders shall be reduced to writing; whereas, Contractor reserves the right to withhold further performance of work until each/all Change Orders are executed.

**X. WARRANTY**

- 1. Contractor shall comply with the requirements to secure the paint manufacturer's 5 year warranty according to the specifications submitted by the paint manufacturer and secure warranty for the Owner upon payment in full by the Owner.
- 2. Contractor warrants against blistering, peeling, or other loss of adhesion of material applied by Contractor as a result of workmanship. This does not cover loss of adhesion of pre-existing coatings.
- 3. There is no warranty on wood, metal, and floor coatings.
- 4. Contractor neither provides nor makes any warranty for materials, equipment, or furnishings; whereas, any and all manufacturer's warranties for the same shall be provided to the Owner.

**EXCLUSION OF IMPLIED WARRANTIES: ALL IMPLIED WARRANTIES CONCERNING THE COMPLETION OF THE SCOPE OF WORK HEREUNDER, ARE HEREBY DISCLAIMED, TO THE EXTENT PERMITTED BY LAW, INCLUDING, BUT NOT LIMITED TO, HABITABILITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, WHETHER IMPLIED OR ARISING BY OPERATION OF LAW, COURSE OF DEALING, CUSTOM, AND PRACTICE, OR OTHERWISE. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF.**

**XI. SEVERABILITY:** If any term or provision of this Agreement is illegal, invalid or unenforceable for any reason whatsoever, such term shall be revised by the minimum amount to render such term or provision to be legal, valid and enforceable. If no such revision is possible, then such term or provision shall be deemed stricken, and shall not affect the validity of the remainder of the Agreement.

**XII.** Owner and Contractor have executed this Agreement in Polk County, FL, on the date(s) set forth below\*:

Owner:/s/ \_\_\_\_\_ Date: \_\_\_\_\_

(printed) \_\_\_\_\_

Contractor: DEHLINGER CONSTRUCTION, LLC

By \_\_\_\_\_ Date: \_\_\_\_\_

**\*This proposal is subject to acceptance within 30 days and void thereafter at the option of the Contractor.**

Initials \_\_\_\_\_ / \_\_\_\_\_



October 25th, 2021

Highland Meadows Condominiums

Attn: Richard Hernandez

Highland Meadows Street

Davenport, Florida 33837

Telephone: 407-472-2471

E-Mail: [rhernandez@rizzetta.com](mailto:rhernandez@rizzetta.com)



**“Leave it to Stephens”**

407-676-1470

[Matt@AllStephens.com](mailto:Matt@AllStephens.com)

2920 Bromley Road, Winter Park Florida 32792



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## Scope of Work

### -Perimeter wall repairs and painting

#### 1. PRESSURE CLEANING:

- A. To achieve a clean substrate all surfaces will be pressure washed with a bleach and water solution.
- B. All surfaces will be pressure cleaned using a minimum of 3,000 psi to remove loose paint, debris, chalking and organic growth.

#### 2. CHALKY SURFACES, CRACKING, AND SEALING:

- A. After pressure washing we will check all areas for caulk failures, cracks in the substrate, and chalking.
- B. All masonry cracks will be cleaned and sealed with Conditioner before being patched with an elastomeric patch..
- C. All areas that need to be caulked or re-caulked will be done so according to manufacturer's specifications.

#### 3. CAULKING, SEALANT AND PATCHING:

- A. All areas to be painted will be inspected for failed caulking and sealants.
- B. Any substrates that have deterioration, cracking of sealant will be removed and replaced.
- C. Sherwin Williams caulking will be used for all wood, Hardie board siding, stucco, and block and applied per manufacturer specifications.
- D. Sherwin Williams One Component Smooth Polyurethane Sealant will be used for all metal non-ferrous and ferrous substrates per manufacturer specifications.
- E. Identify all cracks in the existing substrates and repair per manufacturer's recommendation.
- F. For hairline cracks 1/16 inch or less wide – seal with Sherwin Williams Concrete and Masonry Elastomeric Patching Compound (smooth or textured).
- G. For cracks 1/16-3/5 inch, route the crack open to a uniform size by mechanical methods. Clean out cracks with water and allow to completely dry. Seal with Sherwin Williams Concrete and Masonry Elastomeric Patching Compound (smooth or textured).
- H. All stucco repairs will be installed with new lathe, scratch coat, finish coat to match as close as possible to the existing stucco.
- I. All damaged stucco caps will be formed to match existing, textured, and painted to the existing color.

#### 4. PAINTING SCHEDULE:

- A. Stucco & Other Masonry Surfaces
  - A. Prime Coat: Sherwin Williams Loxon Clear Conditioner
  - B. Finish Coat: Sherwin Williams SuperPaint Satin

#### 5. INCLUSIONS:

- A. All stucco repairs on the perimeter wall
- B. Pressure washing of entire perimeter wall
- C. Painting of BOTH sides of the perimeter wall

#### 6. EXCLUSIONS:

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- A. Replacement of any damaged substrates not notated
- B. Anything not notated in this contract

**8. PROTECTION OF SUBSTRATES NOT TO BE PAINTED:**

- A. Contractor shall protect his/her work at all times and shall protect all adjacent work and materials by suitable covering or other methods during progress of work.
- B. The Contractor will protect all adjacent areas not to be painted by taking appropriate measures. Areas to be protected are windows, surrounding lawn, trees, shrubbery, uncoated floors and steps, pvc fence, decorative stone on porch columns, soffits & fascia, roofs, drip caps, and gutters/downspouts.
- C. Upon completion of work, he/she shall remove all paint droppings and over-spray from floors, glass, concrete and other surfaces not specified to be painted.

**9. SITE CLEANUP AND STORAGE:**

- A. Trash and any other materials used for the job will be cleaned up daily and disposed of properly.
- B. All materials will be held in an onsite trailer for proper storage during the project in an agreed upon location.
- C. Keep the work area as clean as possible during production.
- D. Any paint that is spilled or spattered will be cleaned up as soon as detected.
- E. All tools and equipment necessary for the job will be moved back into storage after use and will not be left unattended.

**10. ENVIRONMENTAL ELEMENTS AND SURROUNDINGS:**

- A. No material will be applied during inclement weather.
- B. If dew point or humidity is above manufacturer recommendations no material will be applied.
- C. All landscaping must be trimmed back at least TWELVE (12) inches before painting begins.
- D. All cars will need to be removed from buildings that are being worked on. Contractor will not be responsible for any vehicles not moved while the Contractor is painting.

**11. COLORS:**

- A. Colors will be approved and signed off by the client before production starts.
- B. We will put a sample on the substrate for approval to show color and finish.
- C. Location of sample to be determined by client.
- D. This price does not include a color change.

**12. APPLICATION:**

- A. All coatings will be applied with manufacturers recommendations being followed.
- B. All coatings will be applied to the thickness of the manufacturers recommendations.
- C. Coatings will be applied via brush, roll or spraying depending on substrate and environmental factors.
- D. All substrates will be dry before applying the initial coat or second coat.

**13. INSPECTION:**

- A. Contractor and manufacturer will inspect all substrates to ensure they are ready for coatings.

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- B. After each phase of the job Contractor will have the manufacturer inspect and sign off that coatings were applied properly.
- C. When production starts that is the acceptance that the substrate is ready for coatings.
- D. No coatings will be applied outside the manufacturers recommendation.

**14. ASSUMPTIONS AND SCHEDULE:**

- A. Contractor will need access to power, water, parking, and material storage during the duration of the project.
- B. Work hours are 8:00am-5:00pm Monday through Friday unless otherwise notated.
- C. Contractor will offer to work weekends if the schedule falls behind.
- D. Contractor shall make a good faith effort to complete the scope of work within TEN (10) days of commencement. However, the Owner accepts deviation from the construction period as a risk of the construction process.
- E. Owner shall not allow personal property in the work until the project is completed.
- F. During the project if there are change orders they will need to be approved by the Owners before proceeding. All costs to perform the additional work shall be added to the Contract sum as a change order.
- G. Contractor shall not be responsible for any delays caused by the Owner or Owners representatives, acts of god, earth settlement, or other causes beyond the control of the Contractor.
- H. Contractor shall commence construction within FIFTEEN (15) days of Contract agreement and issuance of all documents to perform the job.

**15. CONTRACTORS OBLIGATIONS:**

- A. Contractor and its vendors will maintain general liability insurance and comply with the workers compensation laws of the state of Florida and give proof of these insurances upon request.
- B. Contractor will provide conditional lien waivers in exchange for payment distributions and a Contractor's final payment affidavit if requested.
- C. Contractor will comply with all OSHA safety guidelines. Owner will do all jobsite walks with the Contractor and wear safety equipment if the Contractor deems necessary.
- D. Owner agrees to have all communication through Contractors designated representatives and will not communicate directly with Contractors employees.

**16. WARRANTY:**

- A. Contractor will provide a TWO (2) year labor warranty to all painted surfaces performed by the company.
- B. The warranty will cover blistering, peeling, cracking, chipping of coatings that were applied by the Contractor. This does not cover any failures of the pre-existing coatings.
- C. Sherwin Williams will provide a SEVEN (7) year material warranty. This warranty is a separate warranty from the one provided by the Contractor.
- D. The warranty only covers cementitious surfaces only. No wood, metal or floors will be covered under this warranty.
- E. This warranty is based upon Sherwin Williams paint specifications. Contractor will strictly adhere to their recommendations on this project.
- F. Contractor will leave One(1) gallon of each color used on the project for the maintenance staff.

**17. REMEDIES**

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- A. Punch out list will be provided by Owner at the end of production. Punch out list must be given within THREE (3) business days of job completion. Contractor will have FIVE (5) business days to complete the punch out list. After the punch out list is completed there will be one final walkthrough within THREE (3) business days after the initial punch out list. Within FIVE (5) business days the Contractor has to complete the final punch out list. There will be no more than TWO (2) punch out lists given after project completion. Under no circumstance shall the owner withhold payment(s) due to punch out list completion.
- B. In the event the Owner delays or defaults in payment, the Contractor reserves the right to stop all production, remove all stored material, secure the project to prevent unauthorized work. Owner agrees that any delinquent progress payments shall be subject to a 3% monthly late fee. All attorney's fees and expenses incurred by the Contractor will be the Owner's obligation to pay including damages to unpaid project vendors.
- C. In the event there is a dispute this Contract shall be settled by civil bench in the count of Contract execution. Therefore, all parties waive the right to a trial by jury.
- D. Owner and Contractor waive all incidental and consequential damages arising out of this Contract except for the remedies that were outlined.
- E. If any portion of this Contract is found to be illegal, invalid or unenforceable, such terms shall be revised to render a legal, valid, enforceable Contract. If that is not possible, then said term will be stricken from the Contract and will not affect the validity of the remainder of the Contract.
- F. Contractor was solicited to bid on the project by the Owners or Owner's representative.
- G. If there are any handwritten changes to this Contract they must mutually agree upon with signatures and dates by the Owner and Contractor.
- H. This Contract shall not be assigned without the written consent of the Owner and Contractor.
- I. Please mail all payments and notices to Stephens & Company LLC, 2920 Bromley Road Winter Park, Florida 32792.

**18. TOTAL INVESTMENT:**

Grand Total: **\$84,450.00**

Payment:

Deposit-25% for mobilization

25% draw at 50% completion

25% draw at 75% completion

25% draw at 100% completion

**EXECUTION:** Owner and Contractor have executed this Contract in Polk, FL, on the date(s) set forth below:

Owner: \_\_\_\_\_

Date: \_\_\_\_\_

(printed) \_\_\_\_\_

Contractor: Stephens & Company, LLC

**“Leave it to Stephens”**



By: \_\_\_\_\_

Date: \_\_\_\_\_

\*This proposal is subject to acceptance within 120 days and void thereafter at the option of the Contractor.

**“Leave it to Stephens”**

## **Tab 4**



## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

# Highland Meadows Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

## About FIA

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects more than 800 public entity members.

### Competitive Advantage

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Complimentary risk management services including on-site loss control, property schedule verification and contract reviews
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

### How are FIA Members Protected?

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers. FIA purchases property reinsurance to withstand the 1,000-year storm event (probability of exceedance .1%). This level of protection is statistically 2 to 3 times safer than competitors and industry norms. FIA members’ property claims resulting from Hurricane Irma in 2017 amounted to less than 4% of the per occurrence coverage available.

### What Are Members Responsible For?

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

**Additional information regarding FIA and our member services can be found at [www.fia360.org](http://www.fia360.org).**

Quotation being provided for:

**Highland Meadows Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614**

**Term: October 1, 2021 to October 1, 2022**

**Quote Number: 100121659**

**PROPERTY COVERAGE**

**SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE**

<b>COVERED PROPERTY</b>	
Total Insured Values – Blanket Building and Contents – Per Schedule on file totalling	\$500,000
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
<b>Inland Marine</b>	
Scheduled Inland Marine	Not Included

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	<b>Valuation</b>	<b>Coinsurance</b>
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

<b>DEDUCTIBLES:</b>	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	2 %	Total Insured Values per building, including vehicle values, for "Named Storm" at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

<b>Special Property Coverages</b>		
<b>Coverage</b>	<b>Deductibles</b>	<b>Limit</b>
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery		Included
TRIA		Included

\*Except for Zones A & V see page 8 (Terms and Conditions) excess of NFIP, whether purchased or not

**TOTAL PROPERTY PREMIUM \$2,598**

### **Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

<b>(X)</b>	<b>Code</b>	<b>Extension of Coverage</b>	<b>Limit of Liability</b>
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile

## CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## Deadly Weapon Protection Coverage

Coverage	Limit	Deductible
Third Party Liability	\$1,000,000	\$0
Property Damage	\$1,000,000	\$0
Crisis Management Services	\$250,000	\$0



## AUTOMOBILE COVERAGE

Coverages	Covered Autos	Limit	Premium
Covered Autos Liability	8,9	\$1,000,000	Included
Personal Injury Protection	N/A		Not Included
Auto Medical Payments	N/A		Not Included
Uninsured Motorists including Underinsured Motorists	N/A		Not Included
Physical Damage Comprehensive Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto, But No Deductible Applies To Loss Caused By Fire or Lightning.  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Specified Causes of Loss Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto For Loss Caused By Mischief Or Vandalism  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Collision Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Towing And Labor	N/A	\$0 For Each Disablement Of A Private Passenger Auto	Not Included

**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

Cyber Liability sublimit included under POL/EPLI

Media Content Services Liability  
Network Security Liability  
Privacy Liability  
First Party Extortion Threat  
First Party Crisis Management  
First Party Business Interruption  
Limit: \$100,000 each claim/annual aggregate



## PREMIUM SUMMARY

Highland Meadows Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Term: October 1, 2021 to October 1, 2022

Quote Number: 100121659

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$2,598
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$2,542
Public Officials and Employment Practices Liability	\$2,826
Deadly Weapon Protection Coverage	Included
<b>TOTAL PREMIUM DUE</b>	<b>\$7,966</b>

#### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)



Florida Insurance Alliance™

**PARTICIPATION AGREEMENT**  
**Application for Membership in the Florida Insurance Alliance**

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance ("FIA") for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2021, and if accepted by the FIA's duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys' fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

Highland Meadows Community Development District

\_\_\_\_\_  
(Name of Local Governmental Entity)

By: *Cindy Chenowith*  
Signature

CINDY CHENOWITH  
Print Name

Witness By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2021

By: \_\_\_\_\_  
Administrator



PROPERTY VALUATION AUTHORIZATION

Highland Meadows Community Development District
c/o Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

QUOTATIONS TERMS & CONDITIONS

- 1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 100% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

- Building and Content TIV \$500,000 As per schedule attached
Inland Marine Not Included
Auto Physical Damage Not Included

Signature: Cindy Chenowith Date: 9/20/2021

Name: CINDY CHENOWITH

Title: Chairperson



**Florida Insurance Alliance™**

Property Schedule

Schedule Items Effective As of: 10/01/2021

**Highland Meadows Community Development District**

**Policy No.:** 100121659  
**Agent:** Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value	
	Address				Const Type	Term Date		
	Roof Shape	Roof Pitch	Roof Covering				Covering Replaced	Roof Yr Blt
1	PERIMETER WALL - MASONRY		2006	10/01/2021	\$250,000			
	CR547 DAVENPORT FL 33837		Non combustible	10/01/2022				\$250,000
2	PERIMETER WALL - MASONRY		2006	10/01/2021	\$250,000			
	OLSEN ROAD DAVENPORT FL 33837		Non combustible	10/01/2022				\$250,000
<b>Total:</b>					Building Value	Contents Value	Insured Value	
					\$500,000	\$0	\$500,000	

Sign: Cindy Chenowith

Print Name:

CINDY CHENOWITH

Date:

9/20/2021

## **Tab 5**

**CONSENT TO ASSIGNMENT OF THE  
CONTRACT FOR PROFESSIONAL TECHNOLOGY SERVICES BY  
AND BETWEEN HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT  
AND RIZZETTA TECHNOLOGY SERVICES, LLC. TO  
RIZZETTA & COMPANY**

**THIS ASSIGNMENT AND AMENDMENT (“Assignment”)** is made and entered into this 16<sup>th</sup> day of November, 2021 by and between, Rizzetta Technology Services, LLC., 3434 Colwell Avenue, Suite 200, Tampa, FL 33614 (“Assignor”); and Rizzetta & Company, a Florida Corporation, whose mailing address is 3434 Colwell Ave, Suite 200, Tampa FL 33614 (“Assignee”); and Highland Meadows Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Polk County, Florida, whose address is 8529 Southpark Circle, Suite 330, Orlando, Florida 32819 (the “District”).

**RECITALS**

**WHEREAS**, Assignor and the District previously entered into that certain Contract for Professional Technology Services, dated August 6, 2019, (the “Agreement”); and

**WHEREAS**, on January 1, 2022, Assignee will consolidate multiple legal entities with common and exclusive ownership under the single organization (Assignee) and Assignor is one such entity resulting in Assignor being assimilated into Assignee, and such assignment requires written approval from the District to be effective; and

**WHEREAS**, Assignor and the District hereby recognize and agree that the Assignor’s rights and obligations under the Agreement could be assigned to a third party pursuant to Section XIV of the Agreement; and

**WHEREAS**, Assignor desires to assign all of its rights and obligations under the Agreement, as amended by this instrument, to Assignee, Assignee desires to accept such assignment, and the District desires to express that it agrees with and has no objection to such assignment; and

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District, Assignee, and Assignor agree as follows:

- 1. INCORPORATION OF RECITALS.** The Recitals stated above are true and correct and are incorporated herein as a material part of this Assignment.
- 2. DISTRICT CONSENT TO ASSIGNMENT OF THE AGREEMENT.** The District consents to Assignor’s assignment of the Agreement to Assignee.





**3. ASSIGNEE'S ACCEPTANCE OF LIABILITY.** Assignee agrees to assume any and all debts, obligations and liabilities of Assignor present and future, arising out of or related to the Agreement.

**4. NOTICES.** Upon this Assignment, notices pursuant to the Agreement shall be in writing and shall be delivered to the Assignee as follows:

**A. If to the District:** Highland Meadows Community Development District  
8529 Southpark Circle, Suite 330, Orlando Florida,  
32819  
Attn: District Manager

**With a copy to:** Kutak Rock LLP  
PO Box 10230  
Tallahassee, FL 32302  
Attn: District Counsel

**B. If to Assignee:** Rizzetta & Company, Inc.  
3434 Colwell Ave, Suite 200  
Tampa, Florida 33614  
Attn: CDD Legal

**5. COUNTERPARTS.** This Assignment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



IN WITNESS WHEREOF, the parties have executed this Assignment effective as of the date set forth above.

**Highland Meadows Community Development District**

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Its: Chairman

**Assignor: Rizzetta Technology Services, LLC.**

By: William J. Rizzetta  
Print Name: William J. Rizzetta  
Its: President.

**Assignee: Rizzetta & Company, Inc.**

By: William J. Rizzetta  
Print Name: William J. Rizzetta  
Its: President.



Rizzetta & Company



## Rizzetta Consolidation

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Historically the services provided by Rizzetta have been provided by three legal entities: Rizzetta & Company, Rizzetta Amenity Services (RASI) and Rizzetta Technology Services (RTS). Each entity authored and administered its own contracts as well as individually maintained staff. In an effort to unify our service offerings and capitalize on the efficiencies gained with size, all three entities will consolidate under “Rizzetta & Company” (Rizzetta) effective January 1<sup>st</sup>, 2022. Below are answers to a few frequently asked questions regarding this change:

***Q: Why is this change being made?***

A: In our continued effort to streamline internal processes, reduce unnecessary paperwork, unify services provided to our communities, and promote overall better services for our clients, “RASI” and “RTS” will officially be integrated into Rizzetta & Company as of January 1<sup>st</sup>, 2022.

***Q: What will “RASI” be known as after this date?***

A: “RASI” will be “Rizzetta & Company” with its management chain residing in the Community Services Division.

***Q: How will this change affect our communities?***

A: There will be no changes to the services provided. Some communities may receive bills with both “RASI” and Rizzetta & Company as we make this transition. However, this impact will be minimal and temporary.

***Q: How will our communities notice the change?***

A: Communities receiving invoices from RASI, RTS and Rizzetta & Company will see fewer invoices. Historical RASI invoices for on-site staff will continue to be received at the same intervals (every other week) but will come from “Rizzetta & Company”. Communities that have been receiving invoices from RTS will see that invoice being included in the “Rizzetta & Company” invoiced received monthly.

***Q: How will current team members of “RASI” be impacted by this change?***

A: There will be no impact to employees of “RASI”. Payroll processing, labor, and leadership will remain the same through this process. Their checks will originate from Rizzetta & Company.



## **Tab 6**



Rizzetta & Company

# Highland Meadows Community Development District

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**Financial Statements  
(Unaudited)**

**September 30, 2021**

Prepared by: Rizzetta & Company, Inc.

[highlandmeadowscdd.org](http://highlandmeadowscdd.org)  
[rizzetta.com](http://rizzetta.com)

**Highland Meadows Community Development District**

Balance Sheet  
As of 9/30/2021  
(In Whole Numbers)

	General Fund	Debt Service Fund	Total Governmental Funds	General Fixed Assets Account Group	General Long-Term Debt Account Group
<b>Assets</b>					
Cash	22,241	0	22,241	0	0
Investments	62,036	104,253	166,289	0	0
Accounts Receivable	0	0	0	0	0
Prepaid Items	14,333	0	14,333	0	0
Deposits	1,810	0	1,810	0	0
Due From Other Funds	0	0	0	0	0
Amount Available In Debt Service Fund	0	0	0	0	104,253
Amount To Be Provided for Debt Service	0	0	0	0	775,747
Fixed Assets	0	0	0	8,846,015	0
<b>Total Assets</b>	<b>100,420</b>	<b>104,253</b>	<b>204,673</b>	<b>8,846,015</b>	<b>880,000</b>
<b>Liabilities</b>					
Accounts Payable	7,687	0	7,687	0	0
Accrued Expenses Payable	2,064	0	2,064	0	0
Due To Other Funds	0	0	0	0	0
Revenue Bonds Payable--Long Term	0	0	0	0	880,000
<b>Total Liabilities</b>	<b>9,751</b>	<b>0</b>	<b>9,751</b>	<b>0</b>	<b>880,000</b>
<b>Fund Equity &amp; Other Credits</b>					
Beginning Fund Balance	142,536	101,161	243,696	8,846,015	0
Net Change in Fund Balance	(51,866)	3,092	(48,774)	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>90,669</b>	<b>104,253</b>	<b>194,922</b>	<b>8,846,015</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>100,420</b>	<b>104,253</b>	<b>204,673</b>	<b>8,846,015</b>	<b>880,000</b>

See Notes to Unaudited Financial Statements

## Highland Meadows Community Development District

### Statement of Revenues and Expenditures

General Fund - 001

From 10/1/2020 Through 9/30/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
<b>Revenues</b>					
Special Assessments					
Tax Roll	137,009	137,009	137,673	664	0.48%
Interest Earnings					
Interest Earnings	0	0	17	17	0.00%
Other Miscellaneous Revenues					
Miscellaneous	0	0	13	13	0.00%
<b>Total Revenues</b>	<b>137,009</b>	<b>137,009</b>	<b>137,703</b>	<b>694</b>	<b>0.51%</b>
<b>Expenditures</b>					
Legislative					
Supervisor Fees	5,000	5,000	6,600	(1,600)	(32.00)%
Financial & Administrative					
Administrative Services	4,968	4,968	5,005	(37)	(0.73)%
District Management	14,226	14,226	14,226	(0)	0.00%
District Engineer	7,500	7,500	20,620	(13,120)	(174.93)%
Disclosure Report	2,400	2,400	2,400	0	0.00%
Trustees Fees	3,000	3,000	3,771	(771)	(25.70)%
Assessment Roll	5,250	5,250	5,250	0	0.00%
Financial & Revenue Collections	3,933	3,933	3,933	0	0.00%
Accounting Services	12,938	12,938	12,938	0	0.00%
Auditing Services	3,600	3,600	3,626	(26)	(0.72)%
Public Officials Liability Insurance	2,819	2,819	2,691	128	4.54%
Legal Advertising	3,000	3,000	4,261	(1,261)	(42.02)%
Dues, Licenses & Fees	175	175	175	0	0.00%
Website Hosting, Maintenance, Backup	4,200	4,200	2,738	1,462	34.82%
Legal Counsel					
District Counsel	10,000	10,000	13,682	(3,682)	(36.82)%
Electric Utility Services					
Utility Services	625	625	533	92	14.77%
Street Lights	9,750	9,750	9,769	(19)	(0.19)%
Water-Sewer Combination Services					
Utility Services	9,400	9,400	12,917	(3,517)	(37.41)%
Other Physical Environment					
Property Insurance/General Liability	5,012	5,012	4,897	115	2.29%
Entry & Walls Maintenance	2,500	2,500	0	2,500	100.00%
Landscape Maintenance	25,716	25,716	25,991	(275)	(1.06)%
Landscape Miscellaneous	2,500	2,500	8,830	(6,330)	(253.18)%
Landscape - Mulch	4,650	4,650	0	4,650	100.00%

See Notes to Unaudited Financial Statements

**Highland Meadows Community Development District**

Statement of Revenues and Expenditures

General Fund - 001

From 10/1/2020 Through 9/30/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Contingency					
Miscellaneous Contingency	2,000	2,000	7,491	(5,491)	(274.56)%
Capital Outlay	55,000	55,000	17,227	37,773	68.67%
Total Expenditures	<u>200,162</u>	<u>200,162</u>	<u>189,569</u>	<u>10,593</u>	<u>5.29%</u>
Excess of Revenue Over (Under) Expenditures	<u>(63,153)</u>	<u>(63,153)</u>	<u>(51,866)</u>	<u>11,287</u>	<u>(17.87)%</u>
Other Financing Sources (Uses)					
Carryforward Fund Balance	63,153	63,153	0	(63,153)	(100.00)%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	<u>0</u>	<u>0</u>	<u>(51,866)</u>	<u>(51,866)</u>	<u>0.00%</u>
Fund Balance, Beginning of Period	0	0	142,536	142,536	0.00%
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>90,669</u></u>	<u><u>90,669</u></u>	<u><u>0.00%</u></u>



**Highland Meadows Community Development District**

Statement of Revenues and Expenditures

Debt Service Fund - 200

From 10/1/2020 Through 9/30/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percent Remaining
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Revenues				
Interest Earnings				
Interest Earnings	0	7	7	0.00%
Special Assessments				
Tax Roll	87,984	88,410	427	0.48%
Total Revenues	<u>87,984</u>	<u>88,417</u>	<u>433</u>	<u>0.49%</u>
Expenditures				
Debt Service Payments				
Interest	52,984	50,325	2,659	5.01%
Principal	<u>35,000</u>	<u>35,000</u>	<u>0</u>	<u>0.00%</u>
Total Expenditures	<u>87,984</u>	<u>85,325</u>	<u>2,659</u>	<u>3.02%</u>
Excess of Revenue Over (Under) Expenditures	<u>0</u>	<u>3,092</u>	<u>3,092</u>	<u>0.00%</u>
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	<u>0</u>	<u>3,092</u>	<u>3,092</u>	<u>0.00%</u>
Fund Balance, Beginning of Period	0	101,161	101,161	0.00%
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>104,253</u></u>	<u><u>104,253</u></u>	<u><u>0.00%</u></u>

**Highland Meadows CDD  
Investment Summary  
September 30, 2021**

<u>Account</u>	<u>Investment</u>	<u>Balance as of September 30, 2021</u>
The Bank of Tampa	Money Market	\$ 3,036
The Bank of Tampa-Operating ICS: IBERIABANK a div of First Horizon	Money Market	59,000
	<b>Total General Fund Investments</b>	<b><u><u>\$ 62,036</u></u></b>
US Bank Series 2006 General A	First American Treasury Obligation Fund Class Y	\$ 27
US Bank Series 2006 Reserve A	First American Treasury Obligation Fund Class Y	63,116
US Bank Series 2006 Revenue A	First American Treasury Obligation Fund Class Y	36,292
US Bank Series 2006 Prepayment A	First American Treasury Obligation Fund Class Y	4,818
	<b>Total Debt Service Fund Investments</b>	<b><u><u>\$ 104,253</u></u></b>

**Highland Meadows Community Development District**

Aged Payables by Invoice Date

Aging Date - 9/1/2021

001 - General Fund

From 9/1/2021 Through 9/30/2021

<u>Vendor Name</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Current Balance</u>
KE Law Group, PLLC	9/1/2021	182	Legal Services 08/21	1,737.00
City of Davenport	9/10/2021	2270 08/21	Highland Meadows St Irrigation 08/21	332.98
City of Davenport	9/10/2021	2318 08/21	Olsen Road Irrigation 08/21	628.77
Duke Energy	9/30/2021	09617 89471 09/21	0 County Road 547 N Lite 09/21	326.86
Duke Energy	9/30/2021	41513 18262 09/21	0 County Road 547 N Lite PH2 009/21	497.92
Hopping Green and Sams	9/30/2021	125242	Legal Services 08/21	356.00
Joe G. Tedder, CFC Tax Collector	9/30/2021	081821	Postage for 2020 Tax Bill Mailing	36.63
US Bank Corporate Trust Service	9/30/2021	6273825	Trustee Fees 2006A 09/01/21-08/31/22	3,771.25
			Total 001 - General Fund	7,687.41
Report Total				7,687.41

**Highland Meadows Community Development District**  
**Notes to Unaudited Financial Statements**  
**September 30, 2021**

**Balance Sheet**

1. Trust statement activity has been recorded through 09/30/2021.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.