

***Highland Meadows  
Community Development District***

***Agenda***

***April 8, 2025***

# AGENDA

# *Highland Meadows*

## *Community Development District*

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219 E. Livingston St., Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

April 1, 2025

### **Highland Meadows Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of the **Highland Meadows Community Development District** will be held **Tuesday, April 8, 2025**, at **12:30 PM** at the **Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, FL 33850**.

Those members of the public wishing to attend the meeting can do so using the information below:

**Zoom Video Link:** <https://us06web.zoom.us/j/89783686093>

**Call-In Information:** 1 305 224 1968      **Meeting ID:** 897 8368 6093

Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period
3. Organizational Matters
  - A. Administration of Oath of Office to Supervisor Oliver, Seat 5
4. Approval of Minutes of the February 11, 2025 Board of Supervisors Meeting
5. Consideration of Resolution 2025-06 Approving Fiscal Year 2026 Proposed Budget and Setting a Public Hearing to Adopt
6. Ratification of First Amendment to Agreement for Towing Services
7. Staff Reports
  - A. Attorney
    - i. Ethics Training Information
  - B. Engineer
    - i. Road Inspection Memo
  - C. Field Manager's Report
    - i. Consideration of Proposal for Additional Oak Tree Trimming
    - ii. Consideration of Proposal to Add Vegetation to Fence Area & Irrigation Zone
  - D. District Manager's Report
    - i. Action Items
    - ii. Approval of Check Register
    - iii. Balance Sheet and Income Statement
8. Other Business
9. Supervisors Requests
10. Adjournment

# MINUTES



**MINUTES OF MEETING  
HIGHLAND MEADOWS  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Highland Meadows Community Development District was held on Tuesday, **February 11, 2025**, at 12:30 p.m. the Lake Alfred Public Library, 245 North Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Cindy Chenowith  
Headley Oliver *by Zoom*  
Eric Chenowith  
Kevin Serrano  
Jason Munoz

Chairperson  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also, present were:

Tricia Adams  
Monica Virgen  
Meredith Hammock  
Grace Rinaldi  
Rey Malave  
Chace Arrington  
Joel Blanco

District Manager, GMS  
District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Counsel, Kilinski Van Wyk  
District Engineer  
District Engineer  
Field Manager, GMS

*The following is a summary of the discussions and actions taken at the February 11, 2025 Highland Meadows Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order at 12:30 p.m. Four Board members were in attendance constituting a quorum. Mr. Oliver joined by Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams opened the public comment period.

Resident (Nickie Smith, 2717 Highland Meadows Dr.) stated they are not sure of the role of the CDD in the community. Irrigation in the front of the community needs to be fixed.

### **THIRD ORDER OF BUSINESS**

#### **Organizational Matters**

#### **A. Appointment of Individuals to Fill Seats 3, 4, and 5**

Ms. Chenowith nominated herself, Eric Chenowith, and Headley Oliver to the Board.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, Appointing Cindy Chenowith, Eric Chenowith and Headley Oliver to the Board, was approved.

#### **B. Administration of Oath of Office to Newly Appointed Supervisors**

Ms. Adams administered the oath of office to Eric Chenowith and Cindy Chenowith. Mr. Oliver's oath will be taken at a later meeting.

#### **C. Consideration of Resolution 2025-03 Electing Officers**

Ms. Adams stated currently Cindy Chenowith serves as Chair, Oliver Headley as Vice Chair, and Kevin Serrano, Jason Munoz, and Eric Chenowith serve as Assistant Secretaries. Jill Burns serves as Secretary, Tricia Adams as Assistant Secretary, George Flint as Treasurer, Katie Costa and Darrin Mossing as Assistant Treasurers. Monica Virgen will be added as an Assistant Secretary.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, Resolution 2025-03 Electing Officers keeping the same slate of officers and adding Monica Virgen as Assistant Secretary, was approved.

### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2025-04 Ratifying Staff Action to Set Public Hearing for the Purpose of Adopting Amended Parking Rules**

Ms. Adams noted approval of this resolution ratifies setting the public hearing to amend the parking rules today.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, Resolution 2025-04 Ratifying Staff Action to Set Public Hearing for the Purpose of Adopting Amended Parking Rules, was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing Regarding Rules Related to Parking and Enforcement**

Ms. Adams asked for a motion to open the public hearing.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, Opening the Public Hearing, was approved.

Ms. Adams noted this is an opportunity for members of the public to make a statement to the Board regarding parking rules. Hearing no comments, she asked for a motion to close the public hearing.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, Closing the Public Hearing, was approved.

**A. Consideration of Resolution 2025-05 Adopting Amended Parking Rules**

Ms. Adams stated approval of Resolution 2025-05 will amend and restate the parking rules that were previously adopted by the Board. These parking rules are enforceable with towing. A copy of the overnight parking and parking enforcement is on page 22, the tow away zones are on page 26 as well as identifying the curbs designated as no parking zones at all times. The definition of overnight will be changed to 12:00 a.m. to 6:00 a.m. every day. The definition of holiday will be added back which will be from the current policy. A limit to parking passes is added. Seven days of overnight parking with the hardship exemption exception between the District Manager final decision with the Chair will be added. An E-blast with new parking rules will be sent out.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with Mr. Serrano and Mr. Oliver in favor and Mr. Chenowith opposed, Resolution 2025-05 Adopting Amended Parking Rules, was approved as amended.

**SIXTH ORDER OF BUSINESS**

**Approval of Minutes of the November 12, 2024 Board of Supervisors Meeting**

Ms. Virgen presented the minutes of the November 12, 2024 Board of Supervisors meeting. The Board had no changes to the minutes.

On MOTION by Mr. Chenowith, seconded by Mr. Munoz, with all in favor, the Minutes of the November 12, 2024 Board of Supervisors Meeting, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Non-Ad Valorem Agreement with Polk County Property Appraiser**

Ms. Virgen noted this agreement allows for the District to place the assessments on the Non-Ad Valorem portion of the Polk County Property Tax bill.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Non-Ad Valorem Agreement with Polk County Property Appraiser, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Data Sharing and Usage Agreement**

Ms. Virgen noted this agreement states that Highland Meadows CDD will hold any records exempt that Polk County holds exempt. Those exempt records for example are for judges, police officers, government members, etc.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, the Data Sharing and Usage Agreement, was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**i. Ethics Training Information (Moved to Last Agenda Item)**

Ms. Rinaldi reviewed the Sunshine Law and Code of Ethics with the CDD Supervisors.

**B. Engineer**

Ms. Adams asked Mr. Arrington for an estimate on milling and resurfacing the roadways. Mr. Arrington noted the estimated grand total is \$213,503. Rey suggested doing a walk around of all roads to get a quick evaluation to see what the lifespan of each roadway would be. Mr. Chenowith asked for a review of the road at 213 Highland Meadows St. and 134 Highland Meadows Dr.

**C. Field Manager's Report**

Mr. Blanco reviewed the Field Manager's Report on page 65 of the agenda package. He will bring back a proposal for hostile vegetation around the fence that keeps being trespassed.

Resident Nickie Smith provided a list of complaints/issues in the community. Staff will review the list.

**i. Consideration of Proposal for Tree Trimming Along Entrances**

Ms. Adams noted this proposal was presented to the Board previously and Mr. Chenowith asked that it be brought back after the first of the year. The total amount of the proposal is \$2,565 for nine oak tree trimmings and removal of the debris. A Board member noted to update the proposal to say Highland Meadows not Highland Meadows II.

On MOTION by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, the Prince & Sons Proposal for Tree Trimming Along Entrances, was approved.

**ii. Consideration of Proposal for "No Curb Parking" Signs**

Mr. Blanco reviewed the options for the no curb parking signs. A map is included.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, the Proposal for "No Curb Parking" Signs Option 3 for \$4,805, was approved.

**iii. Ratification of Proposal to Replace Palm Tree**

Ms. Adams noted Chairman Chenowith approved the proposal for palm tree replacement for \$800 on January 22. She provided a copy of the DocuSign from Prince & Sons.

On MOTION by Mr. Munoz, seconded by Mr. Chenowith, with all in favor, the Prince & Sons Proposal for Palm Tree Replacement for \$800, was ratified.

**D. District Manager's Report**

**i. Action Items**

Ms. Adams reviewed the Action Items List.

**ii. Approval of Check Register**

Ms. Adams presented the check register from October 1, 2024 to December 31, 2024 totaling \$58,343.74. Immediately following is a detailed run summary.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Check Register, was approved.

**iii. Balance Sheet and Income Statement**

Ms. Adams presented the unaudited financials through December 31, 2024.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Ms. Adams asked for a motion to adjourn.

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

## SECTION V

## RESOLUTION 2025-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Highland Meadows Community Development District (“**District**”) prior to June 15, 2025, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”); and

**WHEREAS**, the Board has considered the Proposed Budgets and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2026 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: June 10, 2025

HOOR: 12:30 PM

LOCATION: Lake Alfred Public Library  
245 N. Seminole Avenue  
Lake Alfred, Florida 33850

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Davenport, Florida and Polk County, Florida at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget



hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 8TH DAY OF APRIL, 2025.**

ATTEST:

**HIGHLAND MEADOWS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

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

**Exhibit A:** Proposed Budget for Fiscal Year 2026

***Highland Meadows***  
***Community Development District***

***Proposed Budget***  
***FY 2026***



# Table of Contents

<b>1</b>	<b>General Fund</b>
<b>2-3</b>	<b>General Fund Narrative</b>
<b>4</b>	<b>Reserve Fund</b>
<b>5</b>	<b>Series 2006A Debt Service Fund</b>
<b>6</b>	<b>Series 2006A Amortization Schedule</b>
<b>7</b>	<b>Assessment Table</b>

**Highland Meadows**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Adopted Budget FY2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Special Assessments - On Roll	\$ 262,129	\$ 255,155	\$ 6,974	\$ 262,129	\$ 262,130
Interest Income	-	749	875	1,624	-
Misc. Income	-	634	-	634	-
<b>Total Revenues</b>	<b>\$ 262,129</b>	<b>\$ 256,538</b>	<b>\$ 7,849</b>	<b>\$ 264,387</b>	<b>\$ 262,130</b>
<b>Expenditures</b>					
<i>General &amp; Administrative</i>					
Supervisor Fees/FICA	\$ 5,000	\$ 2,153	\$ 4,306	\$ 6,459	\$ 6,459
Engineering	7,500	774	1,548	2,322	5,000
Attorney	15,000	9,045	9,045	18,091	15,000
Legal Fees Contingency	5,000	-	5,000	5,000	5,000
Annual Audit	3,200	-	3,200	3,200	3,300
Assessment Roll - Admin	5,000	5,000	-	5,000	5,000
Assessment Roll - County	3,090	6,328	-	6,328	6,330
Dissemination Agent	2,400	1,000	1,400	2,400	2,400
Trustee Fees	4,100	-	4,041	4,041	4,100
Management Fees	35,000	14,583	20,417	35,000	35,000
Information Technology	1,800	750	1,050	1,800	1,800
Postage & Delivery	100	-	50	50	100
Insurance General Liability	6,500	6,391	-	6,391	6,500
Legal Advertising	3,000	2,038	1,500	3,538	3,000
Other Current Charges	1,000	138	193	331	1,000
Website Admin	1,200	500	700	1,200	1,200
Dues, Licenses & Subscriptions	175	175	-	175	175
<b>Total General &amp; Administrative:</b>	<b>\$ 99,065</b>	<b>\$ 48,875</b>	<b>\$ 52,450</b>	<b>\$ 101,325</b>	<b>\$ 101,364</b>
<i>Field</i>					
Field Management	\$ 7,500	\$ 3,125	\$ 4,375	\$ 7,500	\$ 7,725
Electric	858	325	455	780	858
Streetlighting	12,000	4,616	6,650	11,266	12,000
Water	6,500	1,776	2,486	4,262	6,500
Property Insurance	5,000	2,364	-	2,364	7,500
General Repairs & Maintenance	9,000	-	5,000	5,000	7,500
Landscape Maintenance	31,920	13,300	18,620	31,920	32,878
Landscape Contingency	9,000	-	6,000	6,000	9,000
Irrigation Repairs	750	347	500	847	2,500
Contingency	10,745	6,251	5,000	11,251	11,000
<b>Total Field</b>	<b>\$ 93,273</b>	<b>\$ 32,103</b>	<b>\$ 49,086</b>	<b>\$ 81,190</b>	<b>\$ 97,461</b>
<b>Total Expenditures</b>	<b>\$ 192,338</b>	<b>\$ 80,978</b>	<b>\$ 101,536</b>	<b>\$ 182,514</b>	<b>\$ 198,825</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 69,791</b>	<b>\$ 175,560</b>	<b>\$ (93,687)</b>	<b>\$ 81,873</b>	<b>\$ 63,305</b>
<i>Other Financing Sources/(Uses):</i>					
Transfer Out - Capital Reserve	\$ (69,791)	\$ -	\$ (69,791)	\$ (69,791)	\$ (63,305)
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (69,791)</b>	<b>\$ -</b>	<b>\$ (69,791)</b>	<b>\$ (69,791)</b>	<b>\$ (63,305)</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 175,560</b>	<b>\$ (163,478)</b>	<b>\$ 12,082</b>	<b>\$ -</b>

**Highland Meadows**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

<b>REVENUES</b>
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**Special Assessments- On Roll**

The District will levy a Non-Ad Valorem assessment on platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

**Interest Income**

The District will have all excess funds invested with Bank United. The amount is based open the estimated average balance of funds available during the fiscal year.

**Misc. Income**

Any other income that is not mentioned above.

<b>Expenditures - Administrative</b>
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**Supervisors Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all 5 supervisors attending 6 meetings.

**FICA Taxes**

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

**Engineering**

The District's engineer, **Dewberry Engineers Inc.** will provide general engineering services to the District, i.e. attendance and preparation for board meetings, review of invoices, and other specifically requested assignments.

**Attorney**

The District's Attorney, **Kilinski Van Wyk, PLLC** will be providing general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

**Annual Audit**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement with **Grau and Associates** plus anticipated increase.

**Assessment Administration - Admin**

GMS CF, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

**Assessment Administration - County**

Polk County charges 1% of the roll to include the CDD assessments on the County tax roll.

**Trustee Fees**

The District bonds will be held and administered by a Trustee at **U.S. Bank**. This represents the trustee annual fee.

**Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Highland Meadows**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

**Expenditures - Administrative (continued)**

**Information Technology**

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services – South Florida, LLC.

**Website Maintenance**

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-CF, LLC and updated monthly.

**Postage and Delivery**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

**Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Other Current Charges**

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

**Due, Licenses & Subscriptions**

The District is required to pay an annual fee to the Department of Economic Opportunity Community Affairs for \$175.

**Expenditures – Field**

**Field Management Services**

The District has contracted with **GMS-CF, LLC** for the onsite management, contract administration and vendor oversight.

**Electric**

The District has the following account with Duke Energy to provide electric for lighting of entry features and signs within the District.

Account#	Location
910082726644	508 Highland Meadows St Unit A
910092775437	101 Highland Meadows St Unit A

**Street Lighting**

The District has the following accounts with Duke Energy to provide electric for street lighting:

Account#	Location
910082726884	0 County Rd 547 N Lite Phs2
910082775198	0 County Rd 547 N Lite

**Water**

The Districts the following account with the **City of Davenport** to provide water to the District:

Account#	Location
2270	Highland Meadows St

**Landscape Maintenance**

This represents landscape maintenance of all District property, to include mowing, edging, trimming, blowing etc. The District is contracted with **Prince & Sons** based on the following:

Vendor	Monthly Amount	Annual Amount
Prince & Sons	\$2,740	\$32,878

**Landscape Contingency**

Represents any un-budgeted expense related to the landscaping of the District including mulching, annuals and tree trimming

**Irrigation Repairs & Maintenance**

Represents the costs associated with the Irrigation system within the District.

# Highland Meadows

## Community Development District

### Proposed Budget Reserve Fund

Description	Adopted Budget FY2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures</b>					
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Financing Sources/(Uses):</b>					
Transfer In/(Out)	\$ 69,791	\$ 50,062	\$ 69,791	119,853	\$ 70,000
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ 69,791</b>	<b>\$ 50,062</b>	<b>\$ 69,791</b>	<b>\$ 119,853</b>	<b>\$ 70,000</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 69,791</b>	<b>\$ 50,062</b>	<b>\$ -</b>	<b>\$ 119,853</b>	<b>\$ -</b>

**Highland Meadows**  
**Community Development District**  
**Proposed Budget**  
**Debt Service Fund Series 2006A**

Description	Adopted Budget FY2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Assessments	\$ 87,048	\$ 87,559	\$ -	\$ 87,559	\$ 87,048
Interest	-	1,799	1,000	2,799	-
Carry Forward Surplus	43,488	44,200	-	44,200	43,095
<b>Total Revenues</b>	<b>\$ 130,536</b>	<b>\$ 133,558</b>	<b>\$ 1,000</b>	<b>\$ 134,558</b>	<b>\$ 130,143</b>
<b>Expenditures</b>					
Interest - 11/1	\$ 20,350	20,350	\$ -	\$ 20,350	\$ 19,113
Principal - 5/1	45,000	-	45,000	45,000	45,000
Interest - 5/1	20,350	-	20,350	20,350	19,113
Property Appraiser	-	5,763	-	5,763	5,800
<b>Total Expenditures</b>	<b>\$ 85,700</b>	<b>\$ 26,113</b>	<b>\$ 65,350</b>	<b>\$ 91,463</b>	<b>\$ 89,025</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 44,836</b>	<b>\$ 107,445</b>	<b>\$ (64,350)</b>	<b>\$ 43,095</b>	<b>\$ 41,118</b>
<b>Interest - 11/1/26</b>					<b>\$ 17,875</b>



**Highland Meadows**  
**Community Development District**  
**Series 2006A Special Assessment Bonds**  
**Amortization Schedule**

Date	Balance	Coupon	Principal	Interest	Total
05/01/24	\$ 785,000.00	5.50%	\$ 45,000.00	\$ 21,587.50	\$ -
11/01/24	\$ 740,000.00	5.50%	\$ -	\$ 20,350.00	\$ 86,937.50
05/01/25	\$ 740,000.00	5.50%	\$ 45,000.00	\$ 20,350.00	\$ -
11/01/25	\$ 695,000.00	5.50%	\$ -	\$ 19,112.50	\$ 84,462.50
05/01/26	\$ 695,000.00	5.50%	\$ 45,000.00	\$ 19,112.50	\$ -
11/01/26	\$ 650,000.00	5.50%	\$ -	\$ 17,875.00	\$ 81,987.50
05/01/27	\$ 650,000.00	5.50%	\$ 50,000.00	\$ 17,875.00	\$ -
11/01/27	\$ 600,000.00	5.50%	\$ -	\$ 16,500.00	\$ 84,375.00
05/01/28	\$ 600,000.00	5.50%	\$ 55,000.00	\$ 16,500.00	\$ -
11/01/28	\$ 545,000.00	5.50%	\$ -	\$ 14,987.50	\$ 86,487.50
05/01/29	\$ 545,000.00	5.50%	\$ 55,000.00	\$ 14,987.50	\$ -
11/01/29	\$ 490,000.00	5.50%	\$ -	\$ 13,475.00	\$ 83,462.50
05/01/30	\$ 490,000.00	5.50%	\$ 60,000.00	\$ 13,475.00	\$ -
11/01/30	\$ 430,000.00	5.50%	\$ -	\$ 11,825.00	\$ 85,300.00
05/01/31	\$ 430,000.00	5.50%	\$ 60,000.00	\$ 11,825.00	\$ -
11/01/31	\$ 370,000.00	5.50%	\$ -	\$ 10,175.00	\$ 82,000.00
05/01/32	\$ 370,000.00	5.50%	\$ 65,000.00	\$ 10,175.00	\$ -
11/01/32	\$ 305,000.00	5.50%	\$ -	\$ 8,387.50	\$ 83,562.50
05/01/33	\$ 305,000.00	5.50%	\$ 70,000.00	\$ 8,387.50	\$ -
11/01/33	\$ 235,000.00	5.50%	\$ -	\$ 6,462.50	\$ 84,850.00
05/01/34	\$ 235,000.00	5.50%	\$ 75,000.00	\$ 6,462.50	\$ -
11/01/34	\$ 160,000.00	5.50%	\$ -	\$ 4,400.00	\$ 85,862.50
05/01/35	\$ 160,000.00	5.50%	\$ 80,000.00	\$ 4,400.00	\$ -
11/01/35	\$ 80,000.00	5.50%	\$ -	\$ 2,200.00	\$ 86,600.00
05/01/36	\$ 80,000.00	5.50%	\$ 80,000.00	\$ 2,200.00	\$ -
				\$	\$ 82,200.00
			\$ 785,000.00	\$ 313,087.50	\$ 1,098,087.50

# Highland Meadows

## Community Development District

### Non-Ad Valorem Assessments Comparison

2025-2026

Neighborhood	O&M Units	Bonds Units Series 2006A	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
			FY2026	FY2025	Increase/ (decrease)	FY2026	FY2025	Increase/ (decrease)	FY2026	FY2025	Increase/ (decrease)
Single Family	222	96	\$1,269.64	\$1,269.64	\$0.00	\$975.00	\$975.00	\$0.00	\$2,244.64	\$2,244.64	\$0.00
Total	222	96									

## SECTION VI

## FIRST AMENDMENT TO AGREEMENT FOR TOWING SERVICES

**THIS FIRST AMENDMENT** (“**Amendment**”) is made effective as of the 18th day of February 2025, by and between:

**HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in the City of Davenport, Polk County, Florida, with a mailing address of c/o Governmental Management Services – Central Florida, LLC, 219 East Livingston Street, Orlando, Florida 32801 (“**District**”), and

**BOLTON’S TOWING SERVICES, INC.**, a Florida corporation, with a principal address of 2690 Avenue E, SW, Winter Haven, Florida 33880 (“**Contractor**”).

### RECITALS

**WHEREAS**, the District and Contractor previously entered into that certain *Agreement between Highland Meadows Community Development District and Bolton’s Towing Services, Inc., for Towing Services*, dated January 24, 2018, (“**Agreement**”), which is incorporated herein by this reference; and

**WHEREAS**, pursuant to Section 9 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties; and

**WHEREAS**, the District and Contractor now desire to further amend the Agreement to revise **Exhibit A** to the Agreement to the District’s current *Amended Rules Relating to Overnight Parking and Parking Enforcement*, dated February 11, 2025, and to revise and include certain provisions to the Agreement; and

**WHEREAS**, the District and Contractor each represent that it has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

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

**1. INCORPORATION OF RECITALS.** The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Amendment.

**2. AMENDMENTS.** Pursuant to Section 9 of the Agreement, the District and Contractor agree to amend the Agreement in the following:

**A.** Exhibit A of the Agreement, “Towing Policies”, is hereby replaced in its entirety with **Exhibit A** to this Amendment.

B. Contact information in Section 11, Notices, is amended as follows:

A. **If to the District:** Highland Meadows Community  
Development District  
c/o Governmental Management Services –  
Central Florida, LLC  
219 East Livingston Street  
Orlando, Florida 32801  
Attn: District Manager

**With a copy to:** Kilinski Van Wyk PLLC  
517 E. College Avenue  
Tallahassee, Florida 32301  
Attn: Highland Meadows CDD, District  
Counsel

C. As of the date of this Amendment, the District's "**Public Records Custodian**" is **Governmental Management Services – Central Florida, LLC**. All references to the "Public Records Custodian" in the Agreement, including contact information for the same provided in Section 12, Public Records, is revised as follows:

Public Records Custodian: Governmental Management Services –  
Central Florida, LLC

E-mail: recordrequest@gmscfl.com

Telephone: (407) 841-5524

D. In accordance with statutory requirements adopted after the parties entered into the Agreement, the following provisions are hereby added to the Agreement:

- i. **SECTION 19. E-VERIFY.** Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. If Contractor anticipates entering into agreements with a subcontractor for the Services, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.

Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request. In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify Contractor. Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity. By entering into this Agreement, Contractor represents that no public employer has terminated a contract with Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

- ii. **SECTION 20. FOREIGN INFLUENCE.** Contractor understands that under Section 286.101, *Florida Statutes*, that Contractor must disclose any current or prior interest, any contract with, or any grant or gift from a foreign country of concern as that term is defined within the above referenced statute.
- iii. **SECTION 21. SCRUTINIZED COMPANIES STATEMENT.** In accordance with Section 287.135, *Florida Statutes*, Contractor represents that in entering into this Contract, neither it nor any of its officers, directors, executives, partners, shareholders, members, or agents is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or the Scrutinized Companies that Boycott Israel List created pursuant to Sections 215.4725 and 215.473, *Florida Statutes*, and in the event such status changes, Contractor shall immediately notify the District. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.
- iv. **SECTION 22. PUBLIC ENTITY CRIMES.** Contractor represents that in entering into this Agreement, Contractor has not been placed on the convicted vendor list as described in Section 287.133(3)(a), *Florida Statutes*, within the last thirty-six (36) months and, if

Contractor is placed on the convicted vendor list, Contractor shall immediately notify the District whereupon this Agreement may be terminated by the District.

- v. SECTION 23. ANTI-HUMAN TRAFFICKING REQUIREMENTS.** Contractor certifies, by acceptance of this Agreement, that neither it nor its principals utilize coercion for labor or services as defined in Section 787.06, *Florida Statutes*. Contractor agrees to execute an affidavit in a form acceptable to the District, in compliance with Section 787.06(13), *Florida Statutes*.

**3. AFFIRMATION OF THE AGREEMENT.** The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, fees, costs, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

**4. AUTHORIZATION.** The execution of this Amendment has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Amendment.

**5. EXECUTION IN COUNTERPARTS.** This Amendment 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.

**6. EFFECTIVE DATE.** This Amendment shall have an effective date as of the day and year first written above.

*[Signatures on next page]*

*[First Amendment to Towing Agreement]*

IN WITNESS WHEREOF, the parties execute this Amendment the day and year first written above.

**HIGHLAND MEADOWS COMMUNITY  
DEVELOPMENT DISTRICT**

Signed by:  
Cindy Chenoweth  
C84B5F3504054D3...  
Chairperson, Board of Supervisors

**BOLTON'S TOWING SERVICES, INC., a  
Florida corporation**

K. Russell  
Print Name: Kevin Russell  
Its: Accounts Manager

**Exhibit A:**    Parking Policies



**Exhibit A**

**Parking Policies**

*[See following pages]*

**HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT**  
***AMENDED RULES RELATING TO***  
***OVERNIGHT PARKING AND PARKING ENFORCEMENT***

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**In accordance with Chapter 190, Florida Statutes, and on February 11, 2025, at a duly noticed public meeting, the Board of Supervisors of the Highland Meadows Community Development District (“District”) adopted the following policy to govern parking and parking enforcement on certain District property. This policy repeals and supersedes all prior rules and/or policies governing the same subject matter.**

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**SECTION 1. INTRODUCTION.** The District finds that parked Commercial Vehicles, Vehicles, Vessels, Trailers, and Recreational Vehicles (hereinafter defined) on certain of its property cause hazards and danger to the health, safety and welfare of District residents, paid users and the public. This Policy is intended to provide the District’s residents and paid users with a means to park Vehicles on-street in certain designated parking areas and remove such Commercial Vehicles, Vehicles, Vessels, Trailers, and Recreational Vehicles from District designated Tow Away Zones consistent with this Policy and as indicated on **Exhibit A** attached hereto and incorporated herein by reference

**SECTION 2. DEFINITIONS.**

- A. *Commercial Vehicle(s).* Any mobile item which normally uses wheels, whether motorized or not, that (i) is titled, registered or leased to a company and not an individual person, or (ii) is used for business purposes even if titled, registered or leased to an individual person.
- B. *Vehicle(s).* Any mobile item which normally uses wheels, whether motorized or not. For purposes of this Policy, unless otherwise specified, any use of the term Vehicle(s) shall be interpreted so as to include Commercial Vehicle(s), Vessel(s), Trailer(s), and Recreational Vehicle(s).
- C. *Vessel(s).* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- D. *Recreational Vehicle(s).* A vehicle designed for recreational use, which includes motor homes, campers and trailers relative to same.
- E. *Park(ing/ed).* A Vehicle, Vessel or Recreational Vehicle left unattended by its owner or user.
- F. *Tow Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action. **Any District property not designated as a designated parking area,**

**including but not limited to all grassed and/or landscaped areas and sidewalks which are not designated parking areas, is a Tow Away Zone.**

- G. *Overnight.* Between the hours of 12:00 a.m. and 6:00 a.m. daily.
- H. *Holidays.* Shall mean the following dates, as recognized by the United States Federal Government – July 4, December 25, December 31, the last Monday in May (Memorial Day), the first Monday in September (Labor Day), and Easter Sunday.
- I. *Abandoned Vehicle.* Any Vehicle that is not operational or has not been moved for a period of two (2) weeks.
- J. *Trailer.* An unpowered vehicle towed by another.
- K. *No Curve Parking Zone.* District property in which curve parking is prohibited and in which the District is authorized to initiate a towing and/or removal action of any Vehicle. District property deemed a No Curve Parking Zone will be designated as such with necessary signage.

**SECTION 3. ESTABLISHMENT OF TOW AWAY ZONES.** Each area set forth in **Exhibit A** attached hereto is hereby declared a Tow Away Zone and each area set forth in **Exhibit B** attached hereto is hereby declared a No Curve Parking Zone as set forth in Section 4 herein. In addition, any Vehicle which is Parked in a manner which prevents or inhibits the ability of emergency response vehicles to navigate streets within the District are hereby authorized to be towed. Moreover, any Vehicle which is Parked on District property that is grassed and/or landscaped or on District-owned sidewalks are hereby authorized to be towed.

**SECTION 4. ESTABLISHMENT OF NO CURVE PARKING ZONES.** Each area set forth in **Exhibit B** attached hereto is hereby declared a No Curve Parking Zone. Any Vehicle which is Parked in a No Curve Parking Zone is hereby authorized to be towed pursuant to this Policy.

**SECTION 5. EXCEPTIONS.**

- A. ON-STREET PARKING EXCEPTIONS.** Abandoned and/or broken down Vehicles are not permitted to be Parked on-street at any time and are subject to towing at the Owner's expense. Commercial Vehicles, Recreational Vehicles, Trailers, and Vessels are not permitted to be Parked on-street Overnight and shall be subject to towing at Owner's expense. However, during Holidays, Vehicles are permitted to be Parked on-street Overnight in a safe manner which does not prevent or inhibit the ability of emergency response vehicles to navigate streets within the District and such properly Parked Vehicles shall not be towed and/or removed from the areas set forth in **Exhibit A** during Holidays.
- B. OVERNIGHT PARKING PERMITS.** Residents may apply for an "Overnight Parking Permit" which will allow such resident and/or guest to Park on-street Overnight.

Overnight Parking Permit requests will be granted in accordance with the following:

- i. Overnight Parking Permits may be granted a maximum of seven (7) nights per calendar year for one Vehicle, as identified by the Vehicle's license plate number. Notwithstanding the foregoing, Overnight Parking Permits will not be issued for Trailers or Vessels under any circumstances. Overnight Parking Permits may not exceed seven (7) consecutive days. Overnight Parking Permit requests for a duration of longer than seven (7) days may be considered but will require a showing of hardship and may be conditioned to require a specific Parking location to be assigned for such extended Overnight Parking.
  - ii. Residents and paid users interested in an Overnight Parking Permit may submit a request to the District Manager, or his/her designee, which includes the following information:
    - a. The name, address and contact information of the owner of the Vehicle to which the permit will be granted; and
    - b. The make/model and license plate of the Vehicle to which the permit will apply; and
    - c. The reason and special terms (if any) for the Overnight Parking Permit; and
    - d. The date and time of the expiration of the requested Overnight Parking Permit.
  - iii. It is the responsibility of the person(s) requesting an Overnight Parking Permit to secure all necessary documentation and approvals. Failure to secure all necessary documentation and approvals will result in the towing and/or removal of the Vehicle from the District's property. Improperly permitted Vehicles parked in the Tow-Away Zones will be subject to towing.
  - iv. Upon receipt of all requested documentation, as set forth above, the District Manager, or his/her designee, will issue an Overnight Parking Permit to the resident or paid user making the request. Overnight Parking Permits will be granted by way of written correspondence by the District Manager or his/her designee. **No verbal grants of authority will be issued or be held valid.**
  - v. The Overnight Parking Permit must be **clearly** displayed in the Vehicle windshield.
- C. **VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize vendors/consultants in writing to Park company Vehicles on District

property or in areas designated as Tow Away Zones in order to facilitate District business. All Vehicles so authorized must be identified by a parking pass issued by the District Manager or his/her designee stating the specific timeframe the company Vehicle is permitted to be Parked in an area otherwise designated as a Tow Away Zone.

- D. DELIVERY VEHICLES AND GOVERNMENTAL VEHICLES.** Delivery Vehicles, including but not limited to, U.P.S., U.S.P.S., Fed Ex, moving company Vehicles, and lawn maintenance vendors Vehicles may Park on District property, but not on District-owned grassed and/or landscaped areas or District-owned sidewalks, while actively engaged in the operation of such businesses. Vehicles owned and operated by any governmental unit may also Park on District property while carrying out official duties.

**Any Vehicle Parked on District property, including District roads, must do so in compliance with all laws, ordinances and codes.**

#### **SECTION 6. TOWING/REMOVAL PROCEDURES.**

- A. SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow Away Zones shall be approved by the District's Board of Supervisors and shall be posted on District property in the manner set forth in Section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations, in accordance with Section 715.07, *Florida Statutes*.
- B. TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a Commercial Vehicle, Vehicle, Vessel, Trailer, or Recreational Vehicle, the District Manager or his/her designee must verify that the subject Commercial Vehicle, Vehicle, Vessel, Trailer, or Recreational Vehicle was not authorized to Park under this rule in the Overnight Parking Areas and then must contact a firm authorized by Florida law to tow/remove Commercial Vehicle, Vehicles, Vessels, Trailers, and Recreational Vehicles for the removal of such unauthorized vehicle at the owner's expense. The Commercial Vehicle, Vehicle, Vessel, Trailer, or Recreational Vehicle shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in Section 715.07, *Florida Statutes*. Notwithstanding the foregoing, a towing service retained by the District may tow/remove any vehicle Parked in the Tow Away Zone.
- C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.

**SECTION 7. PARKING AT YOUR OWN RISK.** Vehicles, Vessels or Recreational Vehicles may be Parked on District property pursuant to this rule, provided, however, that the District assumes no liability for any theft, vandalism and/or damage that might occur to personal

property and/or to such Vehicles.

**SECTION 8. AMENDMENTS; DESIGNATION OF ADDITIONAL TOW-AWAY ZONES.** The Board, in its sole discretion, may amend this Policy from time to time to designate new Tow Away Zones as the District acquires additional common areas. Such designations of new Tow Away Zones are subject to proper signage and notice prior to enforcement of these rules on such new Tow Away Zones.

**EXHIBIT A – *Tow Away Zones***

**EXHIBIT B – *No Curve Parking Zones***

Effective February 11, 2025

**EXHIBIT A – Tow Away Zones**



**EXHIBIT B – *No Curve Parking Zones***



4

GRAPHIC SCALE 1" = 80'

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11



**McVAY-WOOD &  
ASSOCIATES, INC.**  
1925 BARTOW ROAD  
LACONIA, FLORIDA 32081  
(850) 588-0544  
FAX (261) 540-9434  
[www.mvaywood.com](http://www.mvaywood.com)

STATE OF FLORIDA AUTHORIZATION FOR  
SURVEYING AND MAPPING BUSINESS - LB 7001

KENNETH W. THOMPSON  
REGISTRATION NO. 4080



PLAT BOOK 138 PAGE 45  
SHEET 2 OF 2 12

0 80' 160' 240'

GRAPHIC SCALE 1" = 80'

SEE SHEET 1 OF 2 FOR  
BOUNDARY PERIMETER  
DIMENSIONS AND  
SECTION TIES

- \* UNLESS OTHERWISE NOTED A 5/8" BORE DRILL AND CAP "LB-7454" MONUMENTATION SET AT ALL LOT CORNERS, POINTS OF INTERSECTION, AND CHANGES OF DIRECTION OF LINE WITHIN THE SUBDIVISION WHICH DO NOT REQUIRE A P OR PH CORNER.
- \* THIS PLAN IS BASED ON A RECENT SURVEY MADE UNDER MY DIRECTION AND SUPERVISION IN COMPLIANCE WITH CHAPTER 17, FLORIDA STATUTES.
- \* P.C.M.'S SET IN AN IMPERVIOUS SURFACE ARE A P-X-NAIL AND DISC "LB-7454" - UNLESS OTHERWISE NOTED.
- \* LINES IN THE VICINITY OF THE DRAINAGE/RETENTION AREAS AND SWALES MAY BE SUBJECT TO TEMPORARY STANDING WATER WHEN CONDITIONS REDUCE THE RATE OF PERCOLATION AND DRAINAGE RUNOFF.
- \* PROPERTY OWNERS ARE RESPONSIBLE FOR MAINTENANCE OF VEGETATION IN THE RETENTION AREAS AND DRAINAGE SWALES AND THE DESIGN IS NOT TO BE USED TO LITIGATE ANY SUCH MAINTENANCE DEFICIENCY.
- \* ALL PLATTED UTILITY EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES IN ACCORDANCE WITH FLORIDA STATUTE 377.001 (26).
- \* THE DEVELOPER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL TRACTS UNTIL SUCH TIME THAT A HOME OWNERS ASSOCIATION IS FORMED AND MADE RESPONSIBLE FOR SUCH MAINTENANCE.

LINE	LENGTH	BEARING
WB-1	81.88'	N81°07'46"W
WB-2	49.65'	N75°54'11"W
WB-3	48.76'	N63°38'11"W
WB-4	48.96'	N38°43'38"W
WB-5	37.10'	N63°07'21"W
WB-6	41.47'	N35°12'32"W
WB-7	54.69'	N55°58'07"W
WB-8	48.81'	N56°37'05"W
WB-9	39.19'	N53°40'52"W
WB-10	46.30'	N52°19'52"W
WB-11	49.63'	N32°41'36"W
WB-12	56.12'	N07°46'28"W
WB-13	33.21'	N22°54'05"E
WB-14	34.63'	N60°08'32"E
WB-15	42.89'	N85°19'50"E
WB-16	45.90'	N84°30'31"E
WB-17	60.46'	N81°09'19"E

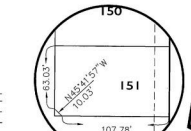
WB-19	59.08	N64°20'59" W
WB-20	18.44	N46°17'57" W
WB-21	34.91	N51°34'34" W
WB-22	37.76	N69°35'18" W
WB-23	88.33	N61°26'02" W

20' REAR YARD SETBACK

0' SIDE YARD SETBACK

20' FRONT YARD SETBACK

WB-23



**FLOOD HAZARD WARNING:**  
THIS PROPERTY MAY BE SUBJECT TO FLOODING. YOU SHOULD CONTACT THE CITY OF DAVENPORT AND OBTAIN THE LATEST INFORMATION ON FLOOD ELEVATIONS AND RESTRICTIONS BEFORE MAKING PLANS FOR THIS PROPERTY. EVEN MEETING THE CITY OF DAVENPORT'S STANDARDS DOES NOT ENSURE THAT ANY IMPROVEMENTS SUCH AS STRUCTURES, DRIVEWAYS, YARDS, SANITARY SEWAGE SYSTEMS, AND WATER WELL SYSTEMS WILL NOT BE FLOODED IN CERTAIN RAIN EVENTS.

**NOTICE:**  
THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL, IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
58	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
59	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
59	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
59	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
60	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
61	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
62	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
63	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
64	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
65	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
66	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
67	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
68	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
69	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
70	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
71	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
72	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
73	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
74	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
75	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
76	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
77	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
78	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
79	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
80	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
81	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
82	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
83	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
84	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
85	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
86	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
87	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
88	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
89	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
90	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
91	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
92	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
93	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
94	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
95	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
96	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
97	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
98	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
99	63.900000	68.432	24.25	62.92	58.247	N05E43.54W
100	63.900000	68.432	24.25	62.92	58.247	N05E43.54W

 **McVAY-WOOD  
ENGINEERING, LLC**  
1925 BARTOW ROAD  
LAKELAND, FLORIDA 33801  
(881) 656-6564  
FAX (881) 680-1434  
project5@mcvaywood.com

STATE OF FLORIDA AUTHORIZATION FOR  
SURVEYING AND MAPPING BUSINESS - LB 7454

KENNETH W. THOMPSON  
REGISTRATION NO. 4080

Book138/Page45 Extra Page 1      CFN#2006155217      Page 3 of 3

## SECTION VII

# SECTION A



# Sunshine Amendment and Code of Ethics for CDD Supervisors

Part 2



**KILINSKI | VAN WYK**

# Basics

- ▶ Florida is committed to ethical government
- ▶ The Sunshine Amendment requires a code of ethics for public officials (Article II, Section 8, of the Florida Constitution)
- ▶ The Code of Ethics for Public Officials and Employees is found in Chapter 112, Part III, Florida Statutes
- ▶ The Commission on Ethics is the “guardian of the standards of conduct”
- ▶ Note: for purposes of these laws, “agency” means, among other things, a special district



*Note: This presentation covers Florida's ethics laws as they apply to special district supervisors. Other provisions relating to other types of public officials have been omitted.*

# To whom does it apply?

To all public officers, state and local,  
including members of advisory bodies





## Types of Ethics Laws

Prohibited Actions/Conduct

Procedures for Voting  
Conflicts

Required Disclosures





Prohibitions

# Conflicting Employment/ Contractual Relationship

- ▶ Public Officers are prohibited from:
  - ▶ Holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency; and
  - ▶ Holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties, or which will impede the full and faithful discharge of the official's public duties.
- ▶ NOTE: Limited exemptions apply to certain CDD supervisors.

# Exemption from Conflicting Employment/Contractual Relationship

Note that for CDDs, a supervisor's employment with, or entering into a contractual relationship with, such business entity is not prohibited or deemed a conflict per se.

However, conduct by a supervisor who is prohibited by, or otherwise frustrates the intent of, the prohibition against conflicting employment/contractual relationships, including conduct that violates subsections (6) (misuse of public position) and (8) (disclosure or use of certain information), is deemed a conflict of interest in violation of the standards of conduct set forth by s. 112.313, F.S.

Clear  
as  
mud?

Bottom line:  
Use caution  
when  
entering into  
an  
employment  
or business  
relationship  
with the CDD  
for which  
you serve as  
supervisor.

## Other Exemptions

- ▶ Prohibition against doing business with one's agency and having conflicting employment *may* not apply if:
  - ▶ Business is rotated among all qualified suppliers in a city/county.
  - ▶ When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter the contract. (**Note:** Supervisor still must file a disclosure form.)
  - ▶ When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
  - ▶ When an emergency purchase must be made to protect the public health, safety, or welfare.
  - ▶ When the business entity is the only source of supply within the political subdivision and proper disclosure forms are filed.
  - ▶ When the aggregate of any such transactions does not exceed \$500 in a calendar year.



## Other Exemptions (continued)

- ▶ Prohibition against doing business with one's agency and having conflicting employment *may* not apply:
  - ▶ When the business transacted is the deposit of agency funds in a bank of which a county, city, or District official is an officer, director, or stockholder, so long as the agency's records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.
  - ▶ When, after proper disclosures, the prohibitions are waived for advisory board members by the appoint person or by a two-thirds vote of the appointing body.
  - ▶ When, in a private capacity, a Supervisor purchases goods or services from a business entity which is doing business with the Supervisor's agency at a price and upon terms available to similarly situated members of the general public.
  - ▶ When, in a private capacity, a Supervisor purchases goods or services from a business entity which is subject to the regulation of the Supervisor's agency if the price and terms of the transaction are available to similarly situated members of the general public and the Supervisor makes full disclosure of the relationship to the agency head or governing body prior to the transaction.
  - ▶ When a Supervisor is employed by a tax-exempt organization contracting with the Supervisor's agency so long as the Supervisor is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures.



EXEMPT



# Lobbying Restrictions

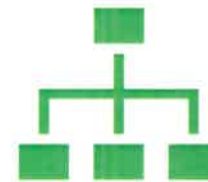


- ▶ For a period of six years after leaving a public position, a CDD Supervisor shall not lobby for compensation on issues of policy, appropriations, or procurement before his or her former agency or governing body.
  - ▶ **Note:** Exception to this rule applies to individuals leaving landowner-elected seats.
- ▶ A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office.

# Employees Holding Office



**A public employee is prohibited from being a member of the governing body which serves as his or her employer.**



**Except**, it shall not be a conflict of interest under Chapter 112, F.S., for a board member or the district manager or another employee of the district to be a stockholder, officer, or employee of a landowner or of an entity affiliated with a landowner.

**However**, over the course of a Supervisor's term, situations may arise which could be construed as a conflict requiring filing of Form 8B. Therefore, in an abundance of caution, we recommend that Supervisors who are affiliated with a landowner and/or developer entity, or affiliated with a parent, subsidiary, or sibling organization of that entity, complete Form 8B disclosing their affiliation, which will remain on file with the District.

# Dual Public Employment

Candidates and elected officers are prohibited from accepting public employment if they know, or should know, it is being offered for the purpose of influence.

Public employment may not be accepted unless the position: (i) was already in existence or was created without the anticipation of the official's interest; (ii) was publicly advertised; and (iii) the officer had to meet the same qualifications and go through the same hiring process as other applicants.

For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees.

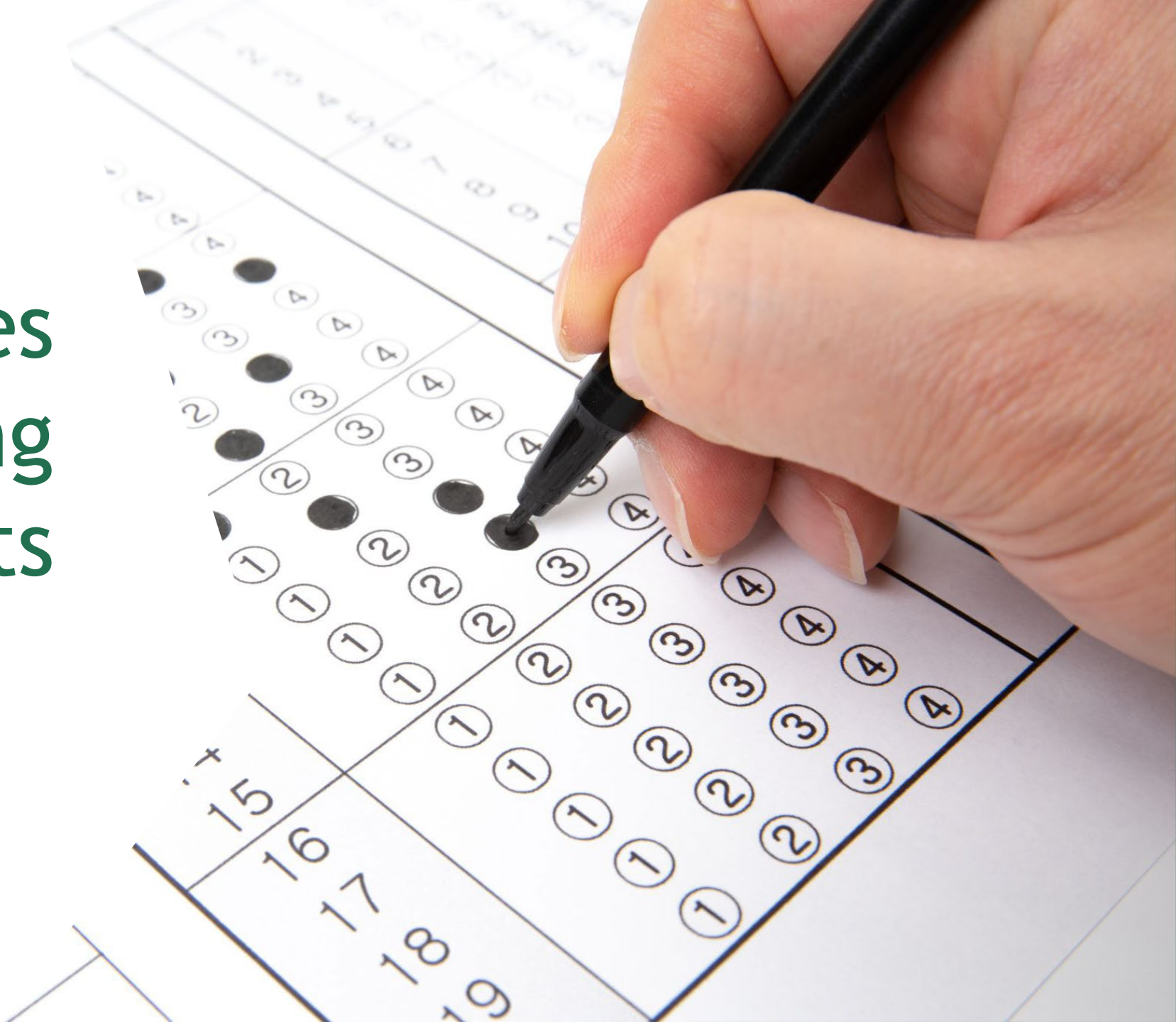


# Nepotism

- ▶ CDD Supervisors are prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which the Supervisor is serving or over which the Supervisor exercises jurisdiction or control.
- ▶ No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency.



# Procedures for Voting Conflicts



# Voting Conflicts of Interest

- ▶ “Conflict” or “conflict of interest” means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest.
- ▶ CDD supervisors elected in the *general election* may not vote on any measure which would inure to the special private gain or loss of himself, any principal by whom he is retained, the parent organization or subsidiary or sibling of a corporate principal by which he is retained, a relative, or a business associate.
  - ▶ What to do? File Form 8B disclosing the conflict and abstain from voting.
- ▶ CDD supervisors elected via landowner voting (one-acre-one-vote) may still vote but must file Form 8B.

# “Special Private Gain or Loss”

It's all about  
the MONEY

\$\$\$\$\$\$\$\$\$\$\$\$  
\$\$\$\$\$\$\$\$\$\$\$\$  
\$\$\$\$\$\$\$\$\$\$\$\$



“Special private gain or loss” means an economic benefit or harm that would inure to the officer, his or her relative, business associate, or principal, unless the measure affects a class that includes the officer, his or her relative, business associate, or principal. Consider the following:

- 1. The size of the class affected by the vote.
- 2. The nature of the interests involved.
- 3. The degree to which the interests of all members of the class are affected by the vote.
- 4. The degree to which the officer, his or her relative, business associate, or principal receives a greater benefit or harm when compared to other members of the class.



The degree to which there is uncertainty at the time of the vote as to whether there would be any economic benefit or harm to the public officer, his or her relative, business associate, or principal and, if so, the nature or degree of the economic benefit or harm must also be considered.

# Procedures

General Election Seats: Before a vote is taken, the Supervisor with a conflict must publicly state the nature of the conflict, then abstain from voting and file Form 8B within 15 days of the vote.

Landowner Election Seats: Before a vote is taken, the Supervisor with a conflict must file Form 8B but may still vote.

If the conflict is unknown or not disclosed prior to the meeting: The Supervisor with a conflict must file Form 8B with the meeting's record officer within 15 days of the disclosure being made, provide the disclosure to the other members of the Board, and read the disclosure publicly at the next scheduled meeting.

Form 8B is public record that is incorporated into the minutes of the meeting and shall be read publicly at the next meeting after filing.

# Pop Quiz! Who can participate in the vote?

(Choose all that apply; click for answers)



- ▶ Supervisor A, who was elected in a general election, is asked to vote on awarding a contract to the business his wife owns.



- ▶ Supervisor B, who was elected in a general election, is asked to vote on installing new streetlights in the community where she lives.



- ▶ Supervisor C, who was elected in a landowner election, is asked to vote on awarding a contract to the company he works for.



- ▶ Supervisor D, who was elected in a general election, is asked to vote on awarding a contract to the company he works for.



# Required Disclosures

*Note: Only those forms frequently required by CDD supervisors are summarized here.*



*For a complete list of forms:*  
<https://ethics.state.fl.us/FinancialDisclosure/DownloadAForm.aspx>

# Form 1 and Form 1F (Limited Financial Disclosure)



- ▶ **When to File:**
  - ▶ **Form 1** - when qualifying for general election and on or before each July 1 thereafter
  - ▶ **Form 1F** - within 60 days of leaving public position
- ▶ Beginning in 2024, Form 1 and Form 1F are filed online with the Commission on Ethics.
- ▶ Filers must report sources and types of financial interests, and relationships with or ownership interests in certain types of businesses such as banks, savings and loan companies, insurance companies, and utility companies.
- ▶ Do **NOT** have to list dollar values.
- ▶ **Penalty:**  
Automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500.
- ▶ **Note:** Form 1 information is reported retroactively for the previous calendar year.



# Form 8B - Memorandum of Voting Conflict



## Who must file Form 8B?

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under s. 112.3143, F.S.



A person holding elective or appointive county, municipal, or other local public office must abstain from voting on a measure which would inure to his or her special private gain or loss.



Each elected or appointed local officer also must abstain from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained; to the special private gain or loss of a relative; or to the special private gain or loss of a business associate.



Supervisors of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.



File if you have a voting conflict, even if you are not required to abstain from voting.

# Form 9 - Quarterly Gift Disclosure

## When is Form 9 filing required?

Supervisors who receive a gift or gifts worth more than \$100 (other than gifts from relatives), gifts prohibited from being accepted, gifts primarily associated with his or her business employment, and gifts otherwise required to be disclosed must file Form 9 no later than the last day of any calendar quarter following the calendar quarter in which he or she received the gift.

## What must be disclosed?

A description of the gift and its value, the name and address of the donor/gift-giver, the date the gift was given/received, and a copy of any receipt for the gift that was provided by the donor/gift-giver.

Form 9 does not need to be filed if no such gift was received during the qualifying quarter.

# Form 10 - Annual Gift Disclosure

**Gifts Having a Public Purpose from Governmental Entities:** CDD supervisors may receive a gift worth more than \$100 from a state government entity, airport authority, county, municipality, school board, water management district, or the South Florida Regional Transportation Authority if there is a public purpose for the gift.

**Gifts from Direct Support Organizations:** CDD supervisors may receive a gift worth more than \$100 from direct support organizations specifically authorized by law to support a governmental entity if the gift-giver is an officer or employee of that governmental entity.

**Honorarium Event Related Expenses:** CDD supervisors who receive expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on Form 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

Form 10 must be filed with Form 1 by July 1 each year.

# Pop Quiz! Is filing/disclosure required?

(Choose all that apply; click for answers)



Supervisor A has served on her CDD Board for the past two years and will retain her seat for another two years. Does Supervisor A need to file a Form 1 this year?



Supervisor B's daughter owns a landscaping company that bid on a District landscape maintenance RFP. Does Supervisor B need to file any forms?



Supervisor C receives a \$200 gift card for her birthday from her sister. Does Supervisor C need to file a Form 9?



Supervisor D is relocating to the U.K. and resigns from his seat. Does he need to file any forms?

# Penalties for violation of ethics laws



Impeachment

Removal from office  
or employment

Suspension from  
office or  
employment  
without pay

Disqualification from  
general election  
ballot

Public censure and  
reprimand

Reprimand

Demotion

Reduction in salary level

Forfeiture of no more than  
one-third salary per  
month for no more than  
twelve months

Civil penalty not to  
exceed \$20,000

Restitution of any pecuniary  
benefits received because  
of the violation committed

Commission finds problem with power with vaccine

Commissioner faces scrutiny  
error

cost Orange County Commissioner  
ring firm and sparked an ethics

ethics Commissioner  
cause in conflict  
Gillum

finds that Nil  
Florida disc

## Examples of Public Officials Facing Penalties

- ▶ Manatee County Commissioner who put herself on a VIP list for the COVID vaccine
- ▶ Broward County Mayor who failed to accurately report income
- ▶ Leon County Commissioner failed to accurately report financial interests
- ▶ Florida House of Representatives Rep who failed to disclose a voting conflict when voting on the budget
- ▶ Tallahassee Mayor who accepted gifts during out-of-town excursions with lobbyists and vendors, and failed to report them
- ▶ Orange County Commissioner who did not disclose conflict involving employment with engineering firm before voting for expenditures to engineering firm

# Training Requirement



As of January 1, 2024, annual ethics training is required for CDD supervisors.



Requires 4 total hours of training annually on ethics, public records, and open meetings



50 minutes rounds up to 1 hour



Self-reported on Form 1 (but keep your own records!)



Deadline to complete training

If you are in office or take office on or before March 31, complete training by December 31 of the same year.

If you take office after March 31, complete training by December 31 of the *following* year.



Questions???



# Resources



Chapter 190, F.S.



Chapter 112, Part III, Florida Statutes



Article II, Section 8, of the Florida Constitution



[Commission on Ethics Website: https://ethics.state.fl.us/](https://ethics.state.fl.us/)



[Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees:  
https://ethics.state.fl.us/Documents/Publications/GuideBookletInternet.pdf?cp=2024527](https://ethics.state.fl.us/Documents/Publications/GuideBookletInternet.pdf?cp=2024527)

## SECTION B



## MEMORANDUM

**DATE:** March 31, 2025

**TO:** Highland Meadows CDD Board of Supervisors

**FROM:** Dewberry Engineers

**SUBJECT:** District Roads Report

### Message

It was brought to the attention that the roads within the district had exceeded their life expectancy, and we were requested by the district to conduct an inspection of the roads and determine what repairs needed to be made and the cost of doing so.

During the inspection it was observed that surface cracking (both lateral and lengthwise) was present throughout the district roads. Small instances of asphalt delamination were present as well with the most severe cases being in the cul-de-sacs, but this is expected due to the constant turning of cars, and particularly large vehicles like garbage trucks.

### Attachments

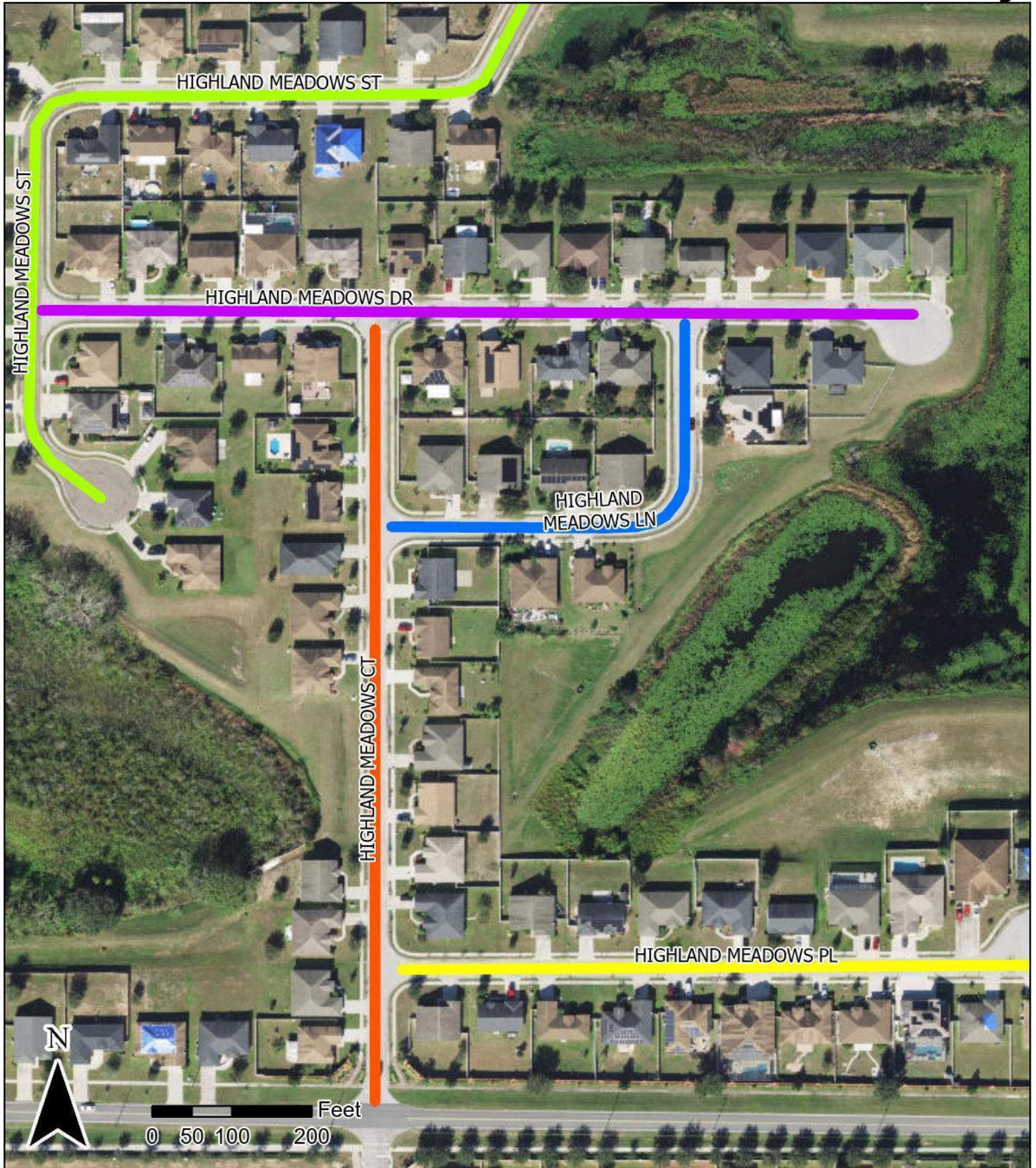
1. **Attachment A:** Table of Total Area and Costs of District Streets
2. **Attachment B:** District Roads Map

**Attachment A:**

<b>Street</b>	<b>Area (sqft)</b>	<b>Cost</b>
Highland Meadows Ave	62,250	\$ 155,626
Highland Meadows St	110,106	\$ 276,224
Highland Meadows Dr	23,990	\$ 60,936
Highland Meadows Ct	22,483	\$ 56,209
Highland Meadows Ln	13,971	\$ 34,927
Highland Meadows Pl	18,048	\$ 46,079
<b>Total</b>	<b>250,848</b>	<b>\$ 630,000</b>

**Attachment B:**



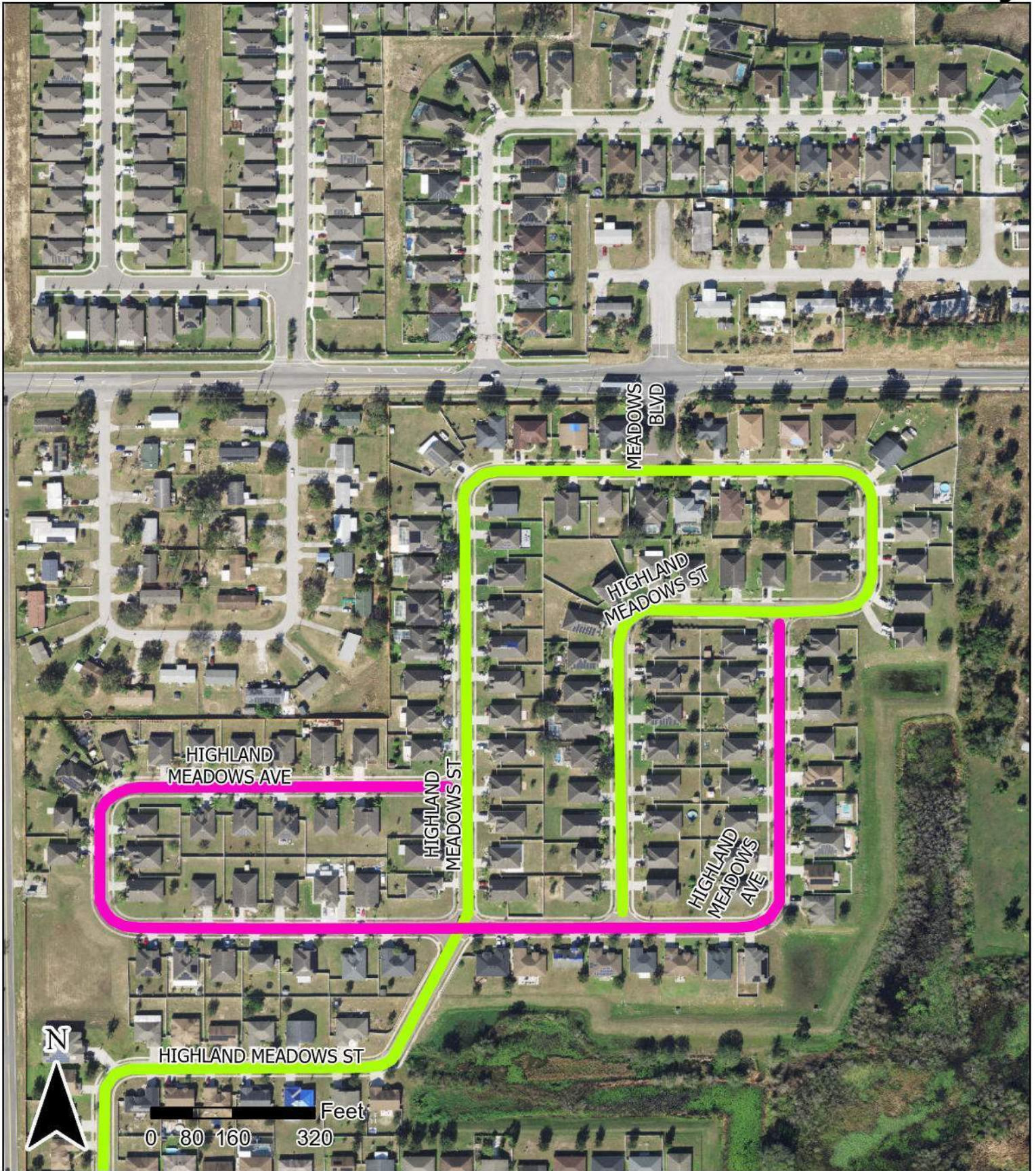


### Legend

- |  |   |
|--|---|
|  Highland Meadows Ave |  Highland Meadows Ct |
|  Highland Meadows St  |  Highland Meadows Pl |
|  Highland Meadows Dr  |   |
|  Highland Meadows Ln  |   |

District Roads Mill and Resurface  
Highland Meadows CDD  
Davenport, FL





### Legend

- |  |   |
|--|---|
|  Highland Meadows Ave |  Highland Meadows Ct |
|  Highland Meadows St  |  Highland Meadows Pl |
|  Highland Meadows Dr  |   |
|  Highland Meadows Ln  |   |

District Roads Mill and Resurface  
Highland Meadows CDD  
Davenport, FL



# SECTION C





# Highland Meadows CDD

## Field Management Report



April 8<sup>th</sup>, 2025

Joel Blanco

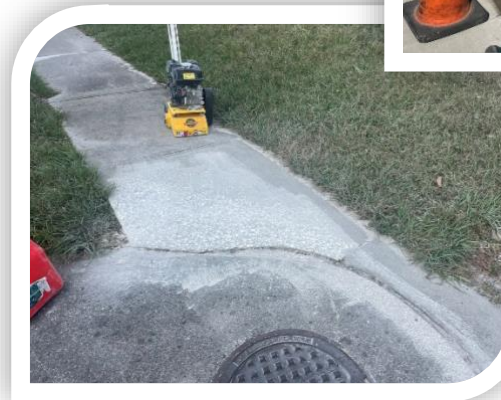
Field Manager

GMS

# Completed

## Approved Sidewalk Repairs Throughout the District

- ✚ As previously stated in the last meeting, the (3) remaining sidewalk repairs and (2) sidewalk grinds were completed.
- ✚ Attached are pictures of the completed sidewalk repairs.
- ✚ Maintenance staff coned off repaired areas that were completed.
- ✚ Field Staff reviewed all sidewalks that grinded down and repaired after completion with sidewalks stable and free of tripping hazards.





# Completed

## Entrance Monument Repairs

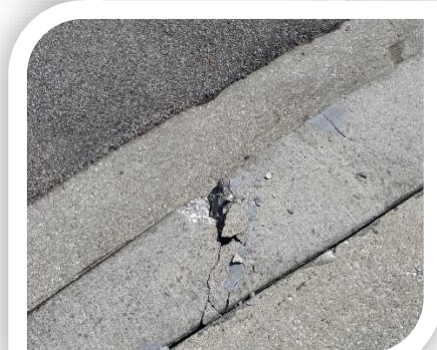
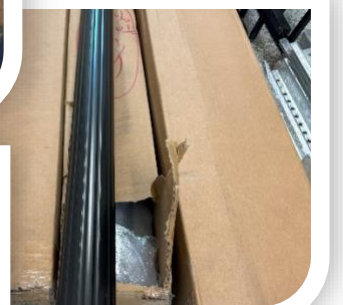
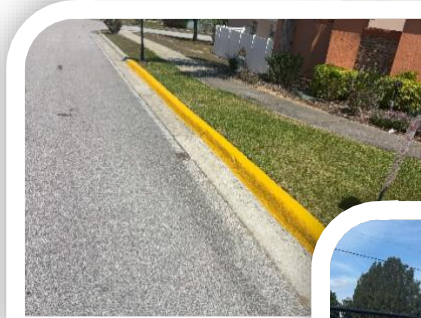
- ✚ As previously reported, Field Staff noted several maintenance repairs needed for both monument signs at the Davenport Blvd. & Olsen Rd. Entrance.
- ✚ Maintenance staff pressured washed both monument signs and removed both dirt and mildew stains from the elevated landscaping bed.
- ✚ Maintenance apply black gloss touch up paint to the monument lettering and decorative bar.
- ✚ The decorative bar and several chipped area throughout the monuments were patched and repaired.
- ✚ Both trimming and wall paint have been purchased and scheduled for completion.
- ✚ Leaning “No Overnight Parking” sign was noted in the Olsen Rd. entrance was straighten.



# Completed/In Progress

## Misc. Maintenance Repair

- ✚ Maintenance staff pressure washed and prepped curbs for curb painting with both Davenport Blvd. & Olsen Rd. entrance curbs painted.
- ✚ Reported damaged small fence portion on N 10<sup>th</sup> St. was repaired. Staff with reinforce bottom portion of the fence with black tension wire.
- ✚ The previously approved “No Parking on Curves” sign installation is being scheduled for the first week of April. Material is currently on hand with locations marked with fluorescent orange spray paint.
- ✚ It was brought to our attention that a stormwater inlet had cosmetic damages towards the top by Highland Meadows Dr. We are in the process of scheduling our maintenance staff for repairs.

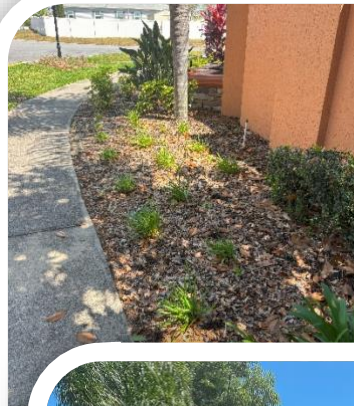




# Site Review

## Landscaping Review

- ✚ Field Staff has conducted landscaping reviews throughout the district.
- ✚ Landscaping throughout the community remains in satisfactory conditions--neat and tidy as we transition to the spring.
- ✚ The declining Queen Palm at the Olsen Rd. entrance that was previously reported has been replaced.
- ✚ Landscaping beds at both entrances have been detailed with plantings thriving as we transition to the spring.
- ✚ Tree Trimming of the front portion of the trees was completed late March per board direction. Attached is a quote to trim the back portion of the trees.
- ✚ Per the board's request is also a quote to plant bougainvillea along the small portion of perimeter chain link fence.



# Action Items

## Resod Eroded Area Behind 232 Highland Meadows Ct.



- ✚ Per Action Items List, Field Staff directed the landscaping vendor to resod the eroded area behind 232 Highland Meadows Ct.
- ✚ Resodding has been scheduled for April as we transition to spring.

# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 786-238-9473, or by email at [jblanco@gmscfl.com](mailto:jblanco@gmscfl.com). Thank you.

Respectfully,  
Joel Blanco

# SECTION 1





200 S. F. Street  
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: April 2, 2025

**SUBMITTED TO:**

GMS Services  
135 W. Central Blvd  
Orlando, FL 32801  
Joel Blanco  
Phone: 786-238-9473  
Email: [jblanco@gmscf.com](mailto:jblanco@gmscf.com)

**Job Name / Location:**

Highland Meadows  
508 Highlead Meadows  
Davenport FL, 33837

**This proposal is to cut the homeowner side of the trees**

	Qty	Unit	Unit Cost	TOTAL
Oaks Trees	9	Ea	\$350.00	\$3,150.00
			<b>Total</b>	<b>\$3,150.00</b>

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc. required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: Scott Merrell

Date Submitted: April 2, 2025

Accepted by:

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

## SECTION 2

# SECTION D

# SECTION 1

## Highland Meadows CDD Action Items

**April 2025**

<b><u>Date Assigned</u></b>	<b><u>Item</u></b>	<b><u>Entity or Person(s)</u> <u>Responsible</u></b>	<b><u>Status</u></b>
09.15.2023	Identify Records Repository in Polk County	District Management	Potential to use storage space at other District amenity centers
09.15.2023	Review CDD property Tract B in vicinity of 127 Highland Meadows Ct to determine if additional sod should be installed or seeded to deter erosion	Field Manager Joel Blanco	Light grading and sod will be installed March 2025.
11.17.2023	Identify construction plan for boundary property in the vicinity of Highland Meadows Place cul de sac	District Engineer Rey Malave and Chace Arrington	Depending on the construction plans, a proposal for a vegetated/landscape border may be presented at a future meeting (the vegetated border would be a Field Management issue).
11.17.2023	Ethics Training	Board Members	Ongoing - for FY2025, will be scheduled as part of regular meeting schedule.  First ethics training scheduled 04.08.2025
11.17.2023	Sidewalk Maintenance	Field Management	Approval NTE \$3,600 approved 08.23.2024 – some concrete work pending as of 02.06.2025.
11.17.2023	Send CDD Meeting Notice to HOA Manager	District Management/Recording Secretary	Ongoing - for electronic mail distribution to promote attendance at CDD Board Meetings.
05.03.2024	Update rough costs for milling and resurfacing roads.	District Engineer Rey Malave and Chace Arrington	Estimated \$630,000.
08.23.2024	Tree Trimming	Field Manager Joel Blanco	Proposal approved by Board 02.11.2025.
08.23.2024	Review of Erosion at 232 Highland Meadows Pl	Engineer Chace Arrington and Field Manager Joel Blanco	
08.23.2024	Review roadway at Highland Meadows Ct	Engineer Chace Arrington and Field Manager Joel Blanco	Dip in road is being monitored.
11.12.2024	Amend and Restate Parking Rules		Public Hearing completed 02.11.2025  Proposal for sign post approved 02.11.2025.  Mailed notice sent to property owners.

11.12.2024	Driveway Expansion at 134 Highland Meadows Dr	District Counsel Meredith Hammock	Temporary Access agreement drafted.
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## SECTION 2

**Highland Meadows**  
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025  
Check Register

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
1/1-1/31	100168-100171	\$90,444.71
2/1-2/28	100172-100175	\$13,226.66
<b>TOTAL</b>		<b>\$ 103,671.37</b>



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
1/10/25	00001	11/30/24 39	202411 320-53800-49000		*	1,961.87	
		NOV 24 - GENERAL MAINT					
1/01/25		40	202501 310-51300-34000		*	2,916.67	
		JAN 25 - MGMT FEES					
1/01/25		40	202501 310-51300-49500		*	100.00	
		JAN 25 - WEBSITE ADMIN					
1/01/25		40	202501 310-51300-35100		*	150.00	
		JAN 25 - IT					
1/01/25		40	202501 310-51300-31300		*	200.00	
		JAN 25 - DISSEMINATION					
1/01/25		41	202501 320-53800-34000		*	625.00	
		JAN 25 - FIELD MANAGEMENT					
GMS - CENTRAL FLORIDA, LLC						5,953.54	100168
1/10/25	00026	1/10/25 01102025	202501 300-20700-10000		*	85,566.12	
		TRANSFER OF TAX RECEIPTS					
HIGHLAND MEADOWS CDD						85,566.12	100169
1/10/25	00003	12/16/24 11024	202411 310-51300-31500		*	3,801.82	
		NOV 24 - GENERAL COUNSEL					
KILINSKI VAN WYK, PLLC						3,801.82	100170
1/10/25	00028	1/01/25 15876	202501 320-53800-46200		*	2,660.00	
		JAN 25 - LANDSCAPE MAINT					
1/08/25		16061	202501 320-53800-46500		*	66.87	
		REPLC NOZZLE/CLEAN VALVE					
PRINCE & SONS INC.						2,726.87	100171
2/13/25	00009	1/24/25 22434755	202412 310-51300-31100		*	360.00	
		DEC 24 - ENGINEERING SVCS					
DEWBERRY ENGINEERS INC.						360.00	100172
2/13/25	00025	8/31/24 6643434	202410 310-51300-48000		*	1,382.48	
		PUBLIC HEARING NOTICE					
1/31/25		6931875	202501 310-51300-48000		*	655.44	
		NOTICE OF RULEMAKING					
GANNETT FLORIDA LOCALIQ						2,037.92	100173
2/13/25	00003	1/12/25 11248	202412 310-51300-31500		*	374.00	
		DEC 24 - GENERAL COUNSEL					
KILINSKI VAN WYK, PLLC						374.00	100174
2/13/25	00028	2/01/25 16253	202502 320-53800-46200		*	2,660.00	
		FEB 25 - LANDSCAPE MAINT					
2/08/25		16410	202502 320-53800-46500		*	98.32	
		REPLC BRKN HEADS/NOZZLE					

HLMD HIGHLAND MEADO PPOWERS

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		3/01/25 16413	202503 320-53800-46500		*	92.78	
		REP ROTOR		PRINCE & SONS INC.			2,851.10 100175
-----							-----
TOTAL FOR BANK A						103,671.37	
TOTAL FOR REGISTER						103,671.37	

## SECTION 3

***Highland Meadows***  
***Community Development District***

***Unaudited Financial Reporting***  
***February 28, 2025***



# Table of Contents

1	<u>Balance Sheet</u>
2	<u>General Fund</u>
3	<u>Reserve Fund</u>
4	<u>Debt Service Fund Series 2006</u>
5	<u>Month to Month</u>
6	<u>Long Term Debt Report</u>
7	<u>Assessment Receipt Schedule</u>

**Highland Meadows**  
**Community Development District**  
**Combined Balance Sheet**  
**February 28, 2025**

	<i>General Fund</i>	<i>Reserve Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
<b>Cash:</b>				
Operating Account	\$ 224,763	\$ -	\$ -	\$ 224,763
Money Market Account	40,689	-	-	40,689
 <u>Series 2006A</u>				-
Reserve	-	-	51,043	51,043
Revenue	-	-	113,982	113,982
Prepayment	-	-	4,687	4,687
General	-	-	-	-
 Due from General Fund	-	50,062	(3,769)	46,292
Prepaid Expenses	\$ -	-	-	-
Deposits	1,810	-	-	1,810
<b>Total Assets</b>	<b>\$ 267,262</b>	<b>\$ 50,062</b>	<b>\$ 165,943</b>	<b>\$ 483,267</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 12,071	\$ -	\$ -	\$ 12,071
Due to Debt Service	(3,769)	-	-	(3,769)
Due to Reserve	50,062	-	-	50,062
<b>Total Liabilities</b>	<b>\$ 58,363</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,363</b>
<b>Fund Balance:</b>				
Nonspendable:				
Deposits	\$ 1,810	\$ -	\$ -	\$ 1,810
Restricted for:				
Debt Service - Series	-	-	165,943	165,943
Unassigned	207,089	50,062	-	257,151
<b>Total Fund Balances</b>	<b>\$ 208,899</b>	<b>\$ 50,062</b>	<b>\$ 165,943</b>	<b>\$ 424,904</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 267,262</b>	<b>\$ 50,062</b>	<b>\$ 165,943</b>	<b>\$ 483,267</b>

# Highland Meadows

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 28, 2025

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b>Revenues:</b>				
Special Assessments - On Roll	\$ 262,129	\$ 255,155	\$ 255,155	\$ -
Interest Income	-	-	749	749
Misc. Income	-	-	634	634
<b>Total Revenues</b>	<b>\$ 262,129</b>	<b>\$ 255,155</b>	<b>\$ 256,538</b>	<b>\$ 1,383</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisor Fees/FICA	\$ 5,000	\$ 2,083	\$ 2,153	\$ (70)
Engineering	7,500	3,125	774	2,351
Attorney	15,000	6,250	9,045	(2,795)
Legal Contingency	5,000	2,083	-	2,083
Annual Audit	3,200	-	-	-
Assessment Roll Admin	5,000	5,000	5,000	-
Assessment Fee - County	3,090	3,090	6,328	(3,238)
Dissemination Agent	2,400	1,000	1,000	-
Trustee Fees	4,100	-	-	-
Management Fees	35,000	14,583	14,583	(0)
Information Technology	1,800	750	750	-
Postage & Delivery	100	42	-	42
Insurance General Liability	6,500	6,500	6,391	109
Legal Advertising	3,000	1,250	2,038	(788)
Other Current Charges	1,000	417	138	279
Website Admin	1,200	500	500	-
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 99,065</b>	<b>\$ 46,848</b>	<b>\$ 48,875</b>	<b>\$ (2,027)</b>
<b>Field</b>				
Field Management	\$ 7,500	\$ 3,125	\$ 3,125	\$ -
Electric	858	358	325	33
Streetlighting	12,000	5,000	4,616	384
Water	6,500	2,708	1,776	932
Property Insurance	5,000	2,083	2,364	(281)
General Repairs & Maintenance	9,000	3,750	-	3,750
Landscape Maintenance	31,920	13,300	13,300	-
Landscape Contingency	9,000	3,750	-	3,750
Irrigation Repairs	750	313	347	(34)
Contingency	10,745	4,477	6,251	(1,774)
<b>Total Field</b>	<b>\$ 93,273</b>	<b>\$ 38,864</b>	<b>\$ 32,103</b>	<b>\$ 6,760</b>
<b>Total Expenditure</b>	<b>\$ 192,338</b>	<b>\$ 85,712</b>	<b>\$ 80,978</b>	<b>\$ 4,734</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 69,791</b>	<b>\$ 169,443</b>	<b>\$ 175,560</b>	<b>\$ 6,117</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out) - Capital Reserve	\$ (69,791)	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (69,791)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 169,443</b>	<b>\$ 175,560</b>	<b>\$ 6,117</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 33,339</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 208,899</b>	

**Highland Meadows**  
**Community Development District**  
**Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/25	Thru 02/28/25	Variance
<b>Revenues:</b>				
Special Assessments - Reserve	\$ -	\$ -	\$ -	\$ -
Interest Income	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ 69,791	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ 69,791</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 69,791</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 50,062</b>	
<b>Fund Balance - Ending</b>	<b>\$ 69,791</b>		<b>\$ 50,062</b>	



**Highland Meadows**  
**Community Development District**  
**Debt Service Fund Series 2006A**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2025**

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b>Revenues:</b>				
Special Assessments - On Roll	\$ 87,048	\$ 87,048	\$ 87,559	\$ 511
Interest Income	-	-	1,799	1,799
<b>Total Revenues</b>	<b>\$ 87,048</b>	<b>\$ 87,048</b>	<b>\$ 89,358</b>	<b>\$ 2,310</b>
<b>Expenditures:</b>				
Interest Expense - 11/01	\$ 20,350	\$ 20,350	\$ 20,350	\$ -
Interest Expense - 05/01	20,350	-	-	-
Principal Expense - 05/01	45,000	-	-	-
Assessment Roll Admin Fee - County	-	-	5,763	(5,763)
<b>Total Expenditures</b>	<b>\$ 85,700</b>	<b>\$ 20,350</b>	<b>\$ 26,113</b>	<b>\$ (5,763)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 1,348</b>	<b>\$ 66,698</b>	<b>\$ 63,245</b>	<b>\$ (3,453)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 1,348</b>	<b>\$ 66,698</b>	<b>\$ 63,245</b>	<b>\$ (3,453)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 43,488</b>		<b>\$ 102,698</b>	
<b>Fund Balance - Ending</b>	<b>\$ 44,836</b>		<b>\$ 165,943</b>	

**Highland Meadows**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - On Roll	\$ -	\$ 13,669	\$ 235,034	\$ 2,414	\$ 4,037	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	255,155
Interest Income	201	145	141	137	125	-	-	-	-	-	-	-	749
Misc. Income	-	634	-	-	-	-	-	-	-	-	-	-	634
<b>Total Revenues</b>	<b>\$ 201</b>	<b>\$ 14,448</b>	<b>\$ 235,175</b>	<b>\$ 2,551</b>	<b>\$ 4,162</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 256,538</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees/FICA	\$ -	\$ 861	\$ -	\$ 215	\$ 1,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,153
Engineering	62	-	360	353	-	-	-	-	-	-	-	-	774
Attorney	149	3,802	374	449	4,272	-	-	-	-	-	-	-	9,045
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Roll Admin	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Assessment Fee - County	-	6,328	-	-	-	-	-	-	-	-	-	-	6,328
Dissemination Agent	200	200	200	200	200	-	-	-	-	-	-	-	1,000
Trustee Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fees	2,917	2,917	2,917	2,917	2,917	-	-	-	-	-	-	-	14,583
Information Technology	150	150	150	150	150	-	-	-	-	-	-	-	750
Postage & Delivery	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance General Liability	6,391	-	-	-	-	-	-	-	-	-	-	-	6,391
Legal Advertising	1,382	-	-	655	-	-	-	-	-	-	-	-	2,038
Other Current Charges	25	25	38	25	25	-	-	-	-	-	-	-	138
Website Admin	100	100	100	100	100	-	-	-	-	-	-	-	500
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 16,551</b>	<b>\$ 14,382</b>	<b>\$ 4,138</b>	<b>\$ 5,064</b>	<b>\$ 8,740</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,875</b>
<b>Field</b>													
Field Management	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,125
Electric	65	65	65	65	65	-	-	-	-	-	-	-	325
Streetlighting	926	926	926	926	911	-	-	-	-	-	-	-	4,616
Water	282	393	341	358	402	-	-	-	-	-	-	-	1,776
Property Insurance	2,364	-	-	-	-	-	-	-	-	-	-	-	2,364
Entry & Wall Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Landscape Maintenance	2,660	2,660	2,660	2,660	2,660	-	-	-	-	-	-	-	13,300
Mulch	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigation Repairs	94	87	-	67	98	-	-	-	-	-	-	-	347
Contingency	2,325	1,962	-	1,558	406	-	-	-	-	-	-	-	6,251
<b>Total Field</b>	<b>\$ 9,342</b>	<b>\$ 6,718</b>	<b>\$ 4,617</b>	<b>\$ 6,260</b>	<b>\$ 5,167</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,103</b>
<b>Total Expenditures</b>	<b>\$ 25,893</b>	<b>\$ 21,100</b>	<b>\$ 8,755</b>	<b>\$ 11,324</b>	<b>\$ 13,907</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,978</b>
<b>Excess (Deficiency) of Rev. over Exp.</b>	<b>\$ (25,691)</b>	<b>\$ (6,652)</b>	<b>\$ 226,420</b>	<b>\$ (8,772)</b>	<b>\$ (9,745)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,560</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ (25,691)</b>	<b>\$ (6,652)</b>	<b>\$ 226,420</b>	<b>\$ (8,772)</b>	<b>\$ (9,745)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,560</b>

# Highland Meadows

## Community Development District

### Long Term Debt Report

Series 2006A, Special Assessment Bonds		
Original Issue Amount:		\$2,945,000.00
Interest Rate:	5.50%	
Maturity Date:	May 1, 2036	
Reserve Fund Definition	6.8977% of Bonds Outstanding	
Reserve Fund Requirement	\$51,043	
Reserve Fund Balance	51,043	
Bonds Outstanding - 9/30/2022		\$835,000
Less: Principal Payment - 05/01/2023		(\$45,000)
Less: Principal Payment - 11/01/23		(\$5,000)
Less: Principal Payment - 05/01/2024		(\$45,000)
<b>Current Bonds Outstanding</b>		<b>\$740,000</b>

**Highland Meadows**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Special Assessment Receipts**  
**Fiscal Year 2025**

ON ROLL ASSESSMENTS	Gross Assessments	\$	281,860.08	\$	93,600.00	\$	375,460.08
	Net Assessments	\$	262,129.87	\$	87,048.00	\$	349,177.87
			75.07%		24.93%		100.00%

Date	Gross Amount	Discount/(Penalty)	Commission	Interest	Net Receipts	2006		
						O&M Portion	Debt Service	Total
11/12/24	\$ 570.62	\$ 29.95	\$ 10.81		\$ 529.86	529.86	-	\$ 529.86
11/15/24	1269.64	50.79	24.38		1,194.47	1,194.47	-	1194.47
11/19/24	10542.84	421.74	202.42		9,918.68	7,166.84	2,751.84	9,918.68
11/26/24	7028.56	281.13	134.95		6,612.48	4,777.91	1,834.57	6,612.48
12/06/24	34167.80	1366.79	656.02		32144.99	23,889.45	8,255.54	32144.99
12/20/24	296581.64	11,863.58	5,694.36		279,023.70	210,227.63	68,796.07	279,023.70
12/27/24	5133.42	189.15	98.89		4,845.38	917.28	3,928.10	4,845.38
01/10/25	3514.28	105.42	68.18		3,340.68	2,413.85	926.83	3340.68
02/03/25	0.00	0.00	-	521.73	521.73	391.67	130.06	521.73
02/10/25	4783.92	108.39	93.51		4,582.02	3,645.63	936.39	4582.02
					-	-	-	-
					-	-	-	-
<b>TOTAL</b>	<b>\$ 363,592.72</b>	<b>\$ 14,416.94</b>	<b>\$ 6,983.52</b>	<b>\$ 521.73</b>	<b>\$ 342,713.99</b>	<b>\$ 255,154.59</b>	<b>\$ 87,559.40</b>	<b>\$ 342,713.99</b>