

***Highland Meadows
Community Development District***

Agenda

April 8, 2025

AGENDA

Highland Meadows

Community Development District

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
 - 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	Chairperson
Headley Oliver <i>by Zoom</i>	Vice Chair
Eric Chenowith	Assistant Secretary
Kevin Serrano	Assistant Secretary
Jason Munoz	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Monica Virgen	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Grace Rinaldi	District Counsel, Kilinski Van Wyk
Rey Malave	District Engineer
Chace Arrington	District Engineer
Joel Blanco	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

HOUR: 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



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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
Revenues					
Special Assessments - On Roll	\$ 262,129	\$ 255,155	\$ 6,974	\$ 262,129	\$ 262,130
Interest Income	-	749	875	1,624	-
Misc. Income	-	634	-	634	-
Total Revenues	\$ 262,129	\$ 256,538	\$ 7,849	\$ 264,387	\$ 262,130
Expenditures					
<i>General & 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
Total General & Administrative:	\$ 99,065	\$ 48,875	\$ 52,450	\$ 101,325	\$ 101,364
<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
Total Field	\$ 93,273	\$ 32,103	\$ 49,086	\$ 81,190	\$ 97,461
Total Expenditures	\$ 192,338	\$ 80,978	\$ 101,536	\$ 182,514	\$ 198,825
Excess (Deficiency) of Revenues over Expenditures	\$ 69,791	\$ 175,560	\$ (93,687)	\$ 81,873	\$ 63,305
<i>Other Financing Sources/(Uses):</i>					
Transfer Out - Capital Reserve	\$ (69,791)	\$ -	\$ (69,791)	\$ (69,791)	\$ (63,305)
Total Other Financing Sources/(Uses)	\$ (69,791)	\$ -	\$ (69,791)	\$ (69,791)	\$ (63,305)
Excess Revenues/(Expenditures)	\$ -	\$ 175,560	\$ (163,478)	\$ 12,082	\$ -

Highland Meadows
Community Development District
Budget Narrative
Fiscal Year 2026

REVENUES

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 on the estimated average balance of funds available during the fiscal year.

Misc. Income

Any other income that is not mentioned above.

Expenditures - Administrative

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
Revenues					
Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures					
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Sources/(Uses):					
Transfer In/(Out)	\$ 69,791	\$ 50,062	\$ 69,791	119,853	\$ 70,000
Total Other Financing Sources/(Uses)	\$ 69,791	\$ 50,062	\$ 69,791	\$ 119,853	\$ 70,000
Excess Revenues/(Expenditures)	\$ 69,791	\$ 50,062	\$ -	\$ 119,853	\$ -

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
Revenues					
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
Total Revenues	\$ 130,536	\$ 133,558	\$ 1,000	\$ 134,558	\$ 130,143
Expenditures					
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
Total Expenditures	\$ 85,700	\$ 26,113	\$ 65,350	\$ 91,463	\$ 89,025
Excess Revenues/(Expenditures)	\$ 44,836	\$ 107,445	\$ (64,350)	\$ 43,095	\$ 41,118
			Interest - 11/1/26	\$	17,875

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

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.

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

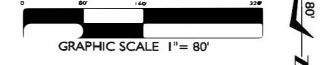
EXHIBIT A – Tow Away Zones



EXHIBIT B – *No Curve Parking Zones*

HIGHLAND MEADOWS PHASE ONE

A REPLAT OF TRACTS 3 THRU 5, 12 THRU 16 AND A PORTION OF TRACT 17,
FLORIDA DEVELOPMENT COMPANY, AS RECORDED IN PLAT BOOK 3, PAGE 60 OF
THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA IN SECTION 09, TOWNSHIP 27
SOUTH, RANGE 27 EAST, CITY OF DAVENPORT, POLK COUNTY, STATE OF FLORIDA



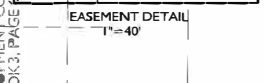
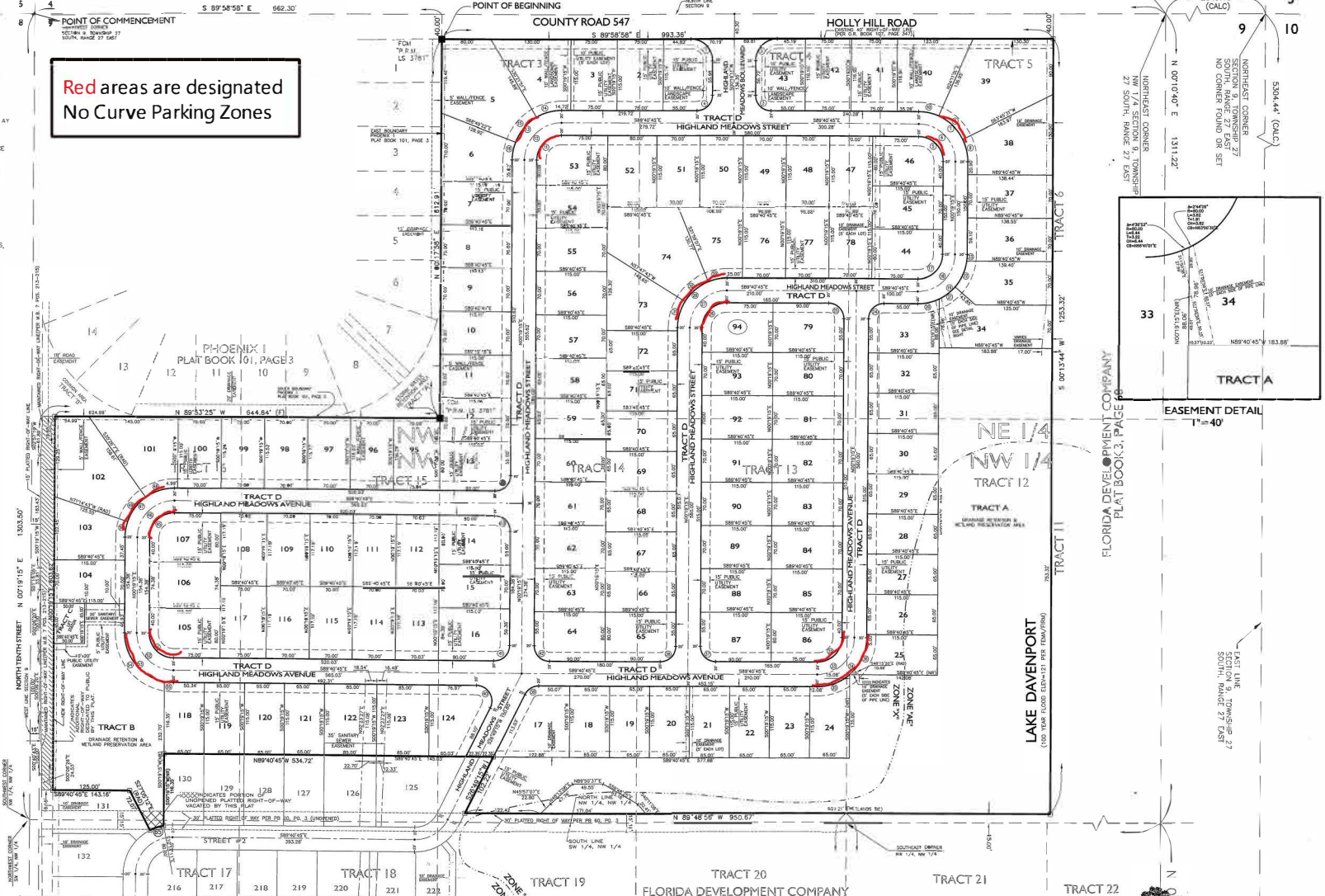
- NOTES AND LEGEND**
- PCP - PERMANENT CONTROL POINT - SET
 - MAIL AND BENCH TOP 18" HIGH - UNLESS OTHERWISE NOTED
 - PRM - PERMANENT REFERENCE MONUMENT - SET
 - 4" x 4" CONCRETE MONUMENT AND CAP TOP 18" HIGH - 1000"
 - FCM - FOUND CONCRETE MONUMENT AS NOTED
 - BEARINGS BASED ON THE NORTH BOUNDARY OF TRACTS 15 AND 16 BEING ASSUMED N-89°33'25"-E BETWEEN FOUND PILE MONUMENTATION
 - 1/2" - CURVE - SEE CURVE DATA
 - AMC - AND
 - GENLINE - CENTERLINE
 - RAD - RADIUS
 - HR - HORIZONTAL
 - NR - NON-RADIAL
 - PL - PLAT BOOK
 - PG - PAGE/S
 - FR - FOUND IRON ROD
 - FR - FOUND IRON ROD

- SURVEYORS NOTES:**
- UNLESS OTHERWISE NOTED A 5/8" IRON ROD AND CAP "18"-700" MONUMENTATION SET AT ALL LOT CORNERS, POINTS OF INTERSECTION, AND CHANGES OF DIRECTION OF LINE WITHIN THE SUBDIVISION WHICH DO NOT REQUIRE A PRM OR PCP.
 - THIS PLAT IS BASED ON A RECENT SURVEY MADE UNDER MY DIRECTION AND SUPERVISION IN COMPLIANCE WITH CHAPTER 177, FLORIDA STATUTES.
 - PCP'S SET IN AN IMPERVIOUS SURFACE ARE A P.K.-NAIL AND DISC "18"-700" - UNLESS OTHERWISE NOTED.
 - LANDS IN THE VICINITY OF THE DRAINAGE/RETENTION AREAS AND SWALES MAY BE SUBJECT TO TEMPORARY STANDING WATER WHEN CONDITIONS DECREASE THE RATE OF PERCOLATION AND DRAINAGE RUNOFF.
 - INDIVIDUAL PROPERTY OWNERS SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF VEGETATION IN ANY DRAINAGE SWALE LOCATED ON INDIVIDUAL LOTS.
 - MAINTENANCE OF THE DRAINAGE AND RETENTION AREAS SHALL BE THE RESPONSIBILITY OF A COMMUNITY DEVELOPMENT DISTRICT WITH JURISDICTION OVER THE LANDS DESCRIBED IN THIS PLAT AND ESTABLISHED PURSUANT TO CHAPTER 190, FLORIDA STATUTES, IF SO ESTABLISHED, OR A HOMEOWNERS ASSOCIATION.
 - ALL PLATTED UTILITY EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES IN ACCORDANCE WITH PUBLIC STATUTE 333.091 (C.A.).
 - THE DEVELOPER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL TRACTS UNTIL SUCH TIME AS THE TRACT IS CONVEYED TO A COMMUNITY DEVELOPMENT DISTRICT WITH JURISDICTION OVER THE LANDS DESCRIBED IN THIS PLAT AND ESTABLISHED PURSUANT TO CHAPTER 190, FLORIDA STATUTES, IF SO ESTABLISHED, OR A HOMEOWNERS ASSOCIATION.

Red areas are designated
No Curve Parking Zones

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1	90°18'13"	35.007	55.167	35.119	49.633	N44°49'27"W
2	89°41'27"	35.000	54.798	34.872	48.727	S45°10'08"W
3	90°00'00"	23.000	36.272	23.000	35.364	S44°40'45"E
4	90°00'00"	25.000	36.272	25.000	35.368	N45°19'15"E
5	90°00'00"	40.000	62.833	40.000	56.877	N44°40'45"E
6	90°00'00"	60.000	94.225	60.000	84.851	N44°40'45"E
7	90°00'00"	80.000	125.666	80.000	113.114	N44°40'45"E
8	26°33'44"	80.000	37.099	18.888	36.788	N12°57'37"W
9	35°24'31"	80.000	55.265	28.778	54.717	N17°45'53"W
10	23°51'48"	80.000	33.330	18.000	33.000	N17°45'53"W
11	90°00'00"	40.000	62.833	40.000	56.877	S45°19'15"E
12	90°00'00"	60.000	94.225	60.000	84.851	S45°19'15"E
13	90°00'00"	80.000	125.666	80.000	113.114	S45°19'15"E
14	35°41'06"	80.000	43.844	21.353	42.333	S17°45'53"W
15	38°21'31"	80.000	55.920	27.500	52.700	S19°45'53"W
16	20°51'23"	80.000	29.132	14.722	28.866	S10°44'56"W
17	90°00'00"	40.000	62.833	40.000	56.877	N45°19'15"E
18	90°00'00"	60.000	94.225	60.000	84.851	N45°19'15"E
19	90°00'00"	80.000	125.666	80.000	113.114	N45°19'15"E
20	20°56'40"	80.000	35.833	18.433	35.923	N17°20'52"E
21	23°18'08"	80.000	32.449	16.477	32.827	S15°44'34"E
22	33°21'18"	80.000	48.011	23.616	45.384	N12°32'07"E
23	74°24'56"	80.000	10.844	5.488	10.933	N0°14'13"E
24	90°00'00"	25.000	36.272	25.000	35.368	S45°19'15"E
25	90°00'00"	40.000	62.833	40.000	56.877	N44°40'45"E
26	90°00'00"	60.000	94.225	60.000	84.851	S45°19'15"E
27	90°00'00"	80.000	125.666	80.000	113.114	S45°19'15"E
28	48°18'27"	80.000	31.155	15.777	30.955	S39°10'45"W
29	37°48'36"	80.000	50.000	26.852	49.119	S30°05'45"E
30	31°53'02"	80.000	44.522	22.855	43.953	S16°15'45"W
31	90°00'00"	40.000	62.833	40.000	56.877	N45°19'15"E
32	90°00'00"	60.000	94.225	60.000	84.851	N45°19'15"E
33	90°00'00"	80.000	125.666	80.000	113.114	N45°19'15"E
34	90°00'00"	80.000	125.666	80.000	113.114	N45°19'15"E
35	90°00'00"	80.000	125.666	80.000	113.114	N45°19'15"E
36	48°35'23"	80.000	67.844	36.111	65.833	N26°36'58"E
37	37°48'36"	80.000	50.000	26.852	49.119	S30°05'45"E
38	90°00'00"	25.000	36.272	25.000	35.368	S44°40'45"E
39	90°00'00"	25.000	36.272	25.000	35.368	N45°19'15"E
40	90°00'00"	25.000	36.272	25.000	35.368	N45°19'15"E
41	90°00'00"	25.000	36.272	25.000	35.368	N45°19'15"E
42	90°00'00"	25.000	36.272	25.000	35.368	S44°40'45"E
43	90°00'00"	25.000	36.272	25.000	35.368	N44°40'45"E
44	90°00'00"	25.000	36.272	25.000	35.368	N45°19'15"E
45	90°00'00"	40.000	62.833	40.000	56.877	S45°19'15"E
46	90°00'00"	60.000	94.225	60.000	84.851	S45°19'15"E
47	90°00'00"	80.000	125.666	80.000	113.114	S45°19'15"E
48	37°42'22"	80.000	49.833	25.811	49.122	S37°26'34"W
49	35°48'36"	80.000	56.000	29.853	49.119	S35°20'45"W
50	26°12'02"	80.000	40.744	14.456	40.333	S30°24'16"W
51	90°00'00"	40.000	62.833	40.000	56.877	S44°40'45"E
52	90°00'00"	60.000	94.225	60.000	84.851	S44°40'45"E
53	90°00'00"	80.000	125.666	80.000	113.114	S44°40'45"E
54	72°28'24"	80.000	110.927	60.477	102.623	S32°24'07"E
55	11°53'48"	80.000	14.744	7.327	14.772	S84°24'24"E
56	18°51'02"	80.000	23.533	11.851	23.444	S71°20'18"W

NOTICE:
THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE ORIGINAL DEPICTION OF THE SUBDIVISION DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPERSEDED 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.



McVAY-WOOD & ASSOCIATES, INC.
1805 S.W. 10TH AVENUE
FORT LAUDERDALE, FL 33304
STATE OF FLORIDA AUTHORIZATION FOR SURVEYING AND MAPPING BUSINESS - LB 7001
KENNETH W. THOMPSON
REGISTRATION NO. 4089

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

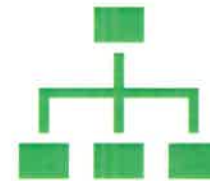


- ▶ For a period of **six years** after leaving a public position, a CDD Supervisor shall not lobby for compensation on issues of policy, appropriations, or procurement before his or her former agency or governing body.
 - ▶ **Note:** Exception to this rule applies to individuals leaving landowner-elected 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.

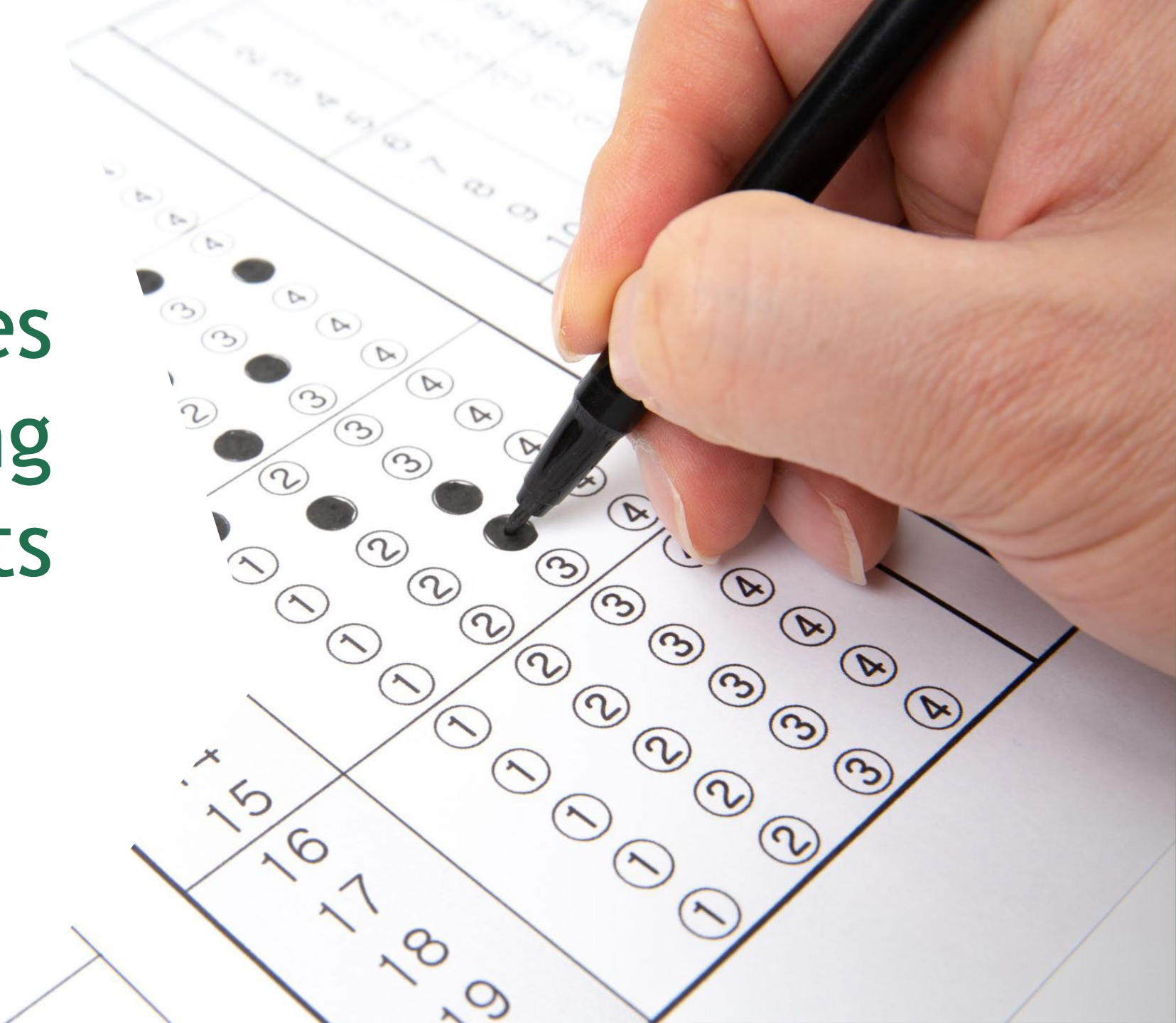
For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees.

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?

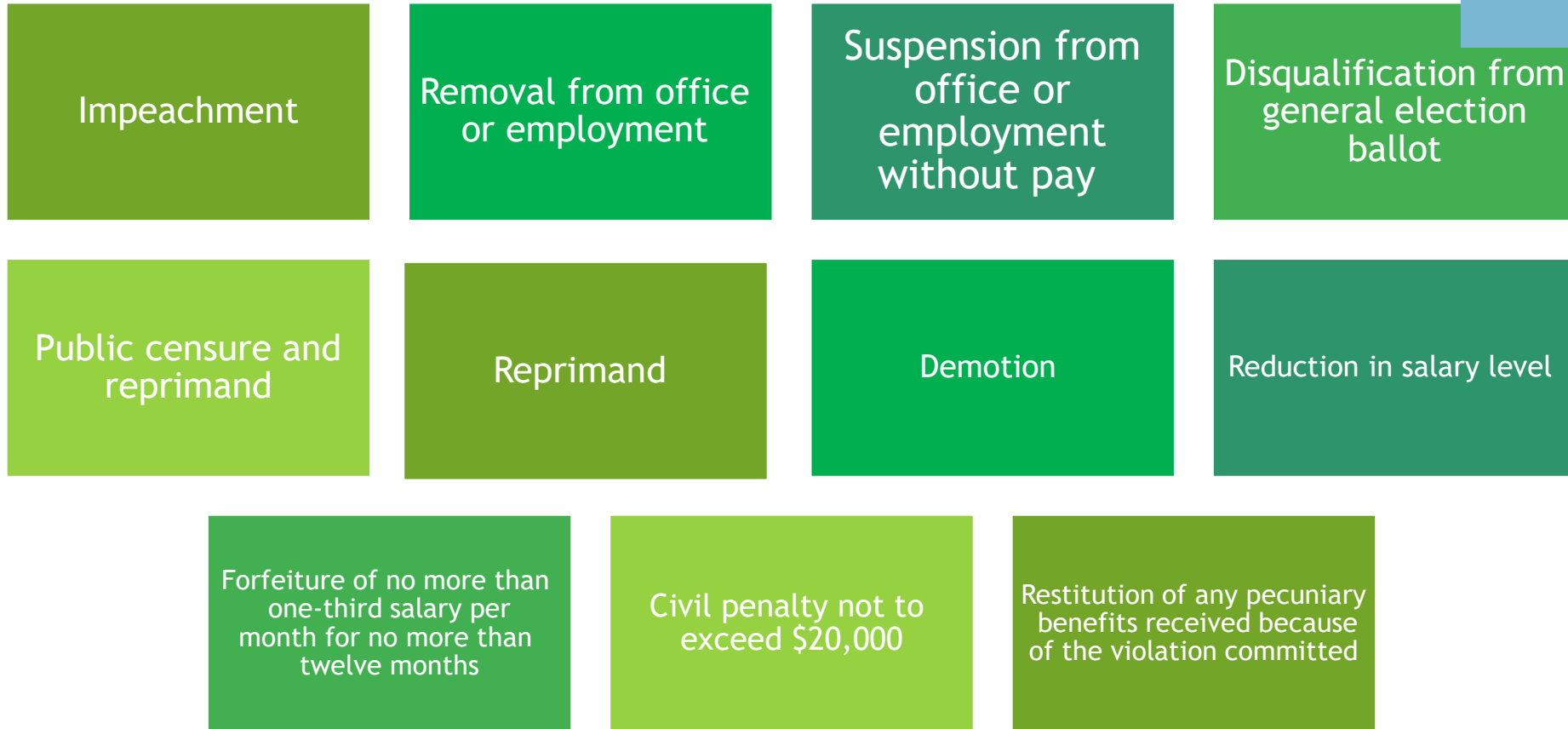
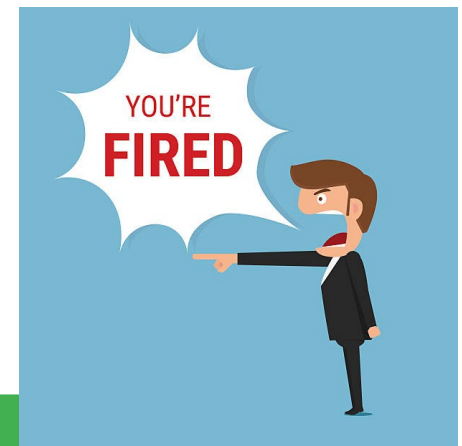


Supervisor C receives a \$200 gift card for her birthday from her sister. Does Supervisor C need to file a Form 9?



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



Commission finds prob
power with vac

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

on faces scrut
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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 C

*to be provided under
separate cover*

SECTION 1



200 S. F. Street
Haines City, Florida 33844

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

Polk County License # 214815

Date: March 25,2025

SUBMITTED TO:

GMS Services
135 W. Central Blvd
Orlando, FL 32801
Joel Blanco
Phone: 786-238-9473
Email: Jblanco@gmscf.com

Job Name / Location:

Highland Meadows
508 Highlead Meadows
Davenport Fl,33837

This proposal is for to lift all the tree at the entance.

	Qty	Unit	Unit Cost	TOTAL
Oak trees	15	Ea	\$350.00	\$5,250.00
				\$0.00
				\$0.00
				\$5,250.00

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: March 25.2025

Accepted by:

Date Accepted: _____

SECTION 2

SECTION D

SECTION 1

Highland Meadows CDD Action Items
April 2025

<u>Date Assigned</u>	<u>Item</u>	<u>Entity or Person(s) Responsible</u>	<u>Status</u>
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
TOTAL		\$ 103,671.37

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #	
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	AMOUNTCHECK..... AMOUNT #
		3/01/25 16413	202503 320-53800-46500	PRINCE & SONS INC.	*	92.78	
							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	<hr/>	Balance Sheet
2	<hr/>	General Fund
3	<hr/>	Reserve Fund
4	<hr/>	Debt Service Fund Series 2006
5	<hr/>	Month to Month
6	<hr/>	Long Term Debt Report
7	<hr/>	Assessment Receipt Schedule

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>
Assets:				
Cash:				
Operating Account	\$ 224,763	\$ -	\$ -	\$ 224,763
Money Market Account	40,689	-	-	40,689
Series 2006A				
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
Total Assets	\$ 267,262	\$ 50,062	\$ 165,943	\$ 483,267
Liabilities:				
Accounts Payable	\$ 12,071	\$ -	\$ -	\$ 12,071
Due to Debt Service	(3,769)	-	-	(3,769)
Due to Reserve	50,062	-	-	50,062
Total Liabilities	\$ 58,363	\$ -	\$ -	\$ 58,363
Fund Balance:				
Nonspendable:				
Deposits	\$ 1,810	\$ -	\$ -	\$ 1,810
Restricted for:				
Debt Service - Series	-	-	165,943	165,943
Unassigned	207,089	50,062	-	257,151
Total Fund Balances	\$ 208,899	\$ 50,062	\$ 165,943	\$ 424,904
Total Liabilities & Fund Balance	\$ 267,262	\$ 50,062	\$ 165,943	\$ 483,267

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
Revenues:				
Special Assessments - On Roll	\$ 262,129	\$ 255,155	\$ 255,155	\$ -
Interest Income	-	-	749	749
Misc. Income	-	-	634	634
Total Revenues	\$ 262,129	\$ 255,155	\$ 256,538	\$ 1,383
Expenditures:				
General & Administrative:				
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	-
Total General & Administrative	\$ 99,065	\$ 46,848	\$ 48,875	\$ (2,027)
Field				
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)
Total Field	\$ 93,273	\$ 38,864	\$ 32,103	\$ 6,760
Total Expenditure	\$ 192,338	\$ 85,712	\$ 80,978	\$ 4,734
Excess (Deficiency) of Revenues over Expenditures	\$ 69,791	\$ 169,443	\$ 175,560	\$ 6,117
Other Financing Sources/(Uses):				
Transfer In/(Out) - Capital Reserve	\$ (69,791)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (69,791)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ 169,443	\$ 175,560	\$ 6,117
Fund Balance - Beginning	\$ -		\$ 33,339	
Fund Balance - Ending	\$ -		\$ 208,899	

Highland Meadows
Community Development District
Reserve 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
Revenues:				
Special Assessments - Reserve	\$ -	\$ -	\$ -	\$ -
Interest Income	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ 69,791	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ 69,791	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 69,791	\$ -	\$ -	\$ -
Fund Balance - Beginning	\$ -		\$ 50,062	
Fund Balance - Ending	\$ 69,791		\$ 50,062	

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
Revenues:				
Special Assessments - On Roll	\$ 87,048	\$ 87,048	\$ 87,559	\$ 511
Interest Income	-	-	1,799	1,799
Total Revenues	\$ 87,048	\$ 87,048	\$ 89,358	\$ 2,310
Expenditures:				
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)
Total Expenditures	\$ 85,700	\$ 20,350	\$ 26,113	\$ (5,763)
Excess (Deficiency) of Revenues over Expenditures	\$ 1,348	\$ 66,698	\$ 63,245	\$ (3,453)
Net Change in Fund Balance	\$ 1,348	\$ 66,698	\$ 63,245	\$ (3,453)
Fund Balance - Beginning	\$ 43,488		\$ 102,698	
Fund Balance - Ending	\$ 44,836		\$ 165,943	

Highland Meadows
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
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
Total Revenues	\$ 201	\$ 14,448	\$ 235,175	\$ 2,551	\$ 4,162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 256,538
Expenditures:													
General & Administrative:													
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
Total General & Administrative	\$ 16,551	\$ 14,382	\$ 4,138	\$ 5,064	\$ 8,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,875
Field													
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
Total Field	\$ 9,342	\$ 6,718	\$ 4,617	\$ 6,260	\$ 5,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,103
Total Expenditures	\$ 25,893	\$ 21,100	\$ 8,755	\$ 11,324	\$ 13,907	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,978
Excess (Deficiency) of Rev. over Exp.	\$ (25,691)	\$ (6,652)	\$ 226,420	\$ (8,772)	\$ (9,745)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,560
Other Financing Sources/Uses:													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (25,691)	\$ (6,652)	\$ 226,420	\$ (8,772)	\$ (9,745)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,560

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)
Current Bonds Outstanding		\$740,000

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	-	1,194.47
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	3,340.68
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	4,582.02
					-	-	-	-
					-	-	-	-
TOTAL	\$ 363,592.72	\$ 14,416.94	\$ 6,983.52	\$ 521.73	\$ 342,713.99	\$ 255,154.59	\$ 87,559.40	\$ 342,713.99