

**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, **April 8, 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
Eric Chenowith
Kevin Serrano
Jason Munoz

Chairperson
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also, present were:

Tricia Adams
Monica Virgen
Meredith Hammock *by Zoom*
Grace Rinaldi
Chace Arrington
Joel Blanco

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

The following is a summary of the discussions and actions taken at the April 8, 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. All five Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period.

- Nicki Smith (217 Highland Meadows Dr.) stated that the community does not receive maintenance. The irrigation is not addressed, it runs constantly wasting water and money

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and she brought it up at the last meeting. The hedges are dead, the front wall is sitting in water and needs to be repainted. The grass is dead, storm drain is sunk into the ground, and streetlights are out in the back and front of community. She asked who owns the sidewalks and why no parking on curve rules were adopted.

THIRD ORDER OF BUSINESS**Organizational Matters****A. Administration of Oath of Office to Supervisor Oliver, Seat 5**

Ms. Adams stated she administered the oath of office to Supervisor Oliver prior to the meeting being called to order.

FOURTH ORDER OF BUSINESS**Approval of Minutes of the February 11, 2025 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the February 11, 2025 Board of Supervisors meeting. The drafted minutes have been reviewed by District Counsel and the District Manager. If there are any corrections, those can be taken now. If there are no corrections, is there a motion to approve as presented?

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, the Minutes of the February 11, 2025 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2025-06 Approving Fiscal Year 2026 Proposed Budget and Setting a Public Hearing to Adopt**

Ms. Adams stated the public hearing is proposed to be on June 10, 2025 at 12:30 p.m. Approving this resolution allows for transmittal of the budget to Polk County and the City of Davenport and posting the proposed budget on the CDD website as well as publishing the notice in accordance with Florida Statutes. Attached as an exhibit to the resolution is the proposed budget for the next fiscal year. Fiscal Year 2026 starts October 1, 2025 and ends September 30, 2026. She reviewed the proposed budget. With the current budget Board members requested attorney fees to be parsed out into two separate line items, general legal fees and contingency in case of litigation or special projects. Ms. Adams asked the Board members if they want to combine this into one line or prefer to keep as separate line items. Ms. Chenowith would like to keep them separate. Ms.

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Adams noted once the proposed budget is approved, they are setting a cap on the assessment for the fiscal year. The assessment can be lowered after the proposed budget is approved but not increased. The proposed assessment for FY26 is the same assessment amount as the current fiscal year. She asked for a motion to adopt Resolution 2025-06.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, Resolution 2025-06 Approving Fiscal Year 2026 Proposed Budget and Setting a Public Hearing for June 10, 2025 at 12:30 p.m. to Adopt, was approved.

SIXTH ORDER OF BUSINESS

Ratification of First Amendment to Agreement for Towing Services

Ms. Adams noted this is a result of recent changes to the District's parking rules whereby the Board amended and restated parking policies that prohibit parking on the curves to maintain free flow of traffic and safe line of sight. When the towing rules are amended or restated, the towing service provider is updated so they are towing in accordance with the current District rules. On page 24 of the agenda packet is an agreement for amending the towing services which has already been executed. She asked for a motion to ratify. Ms. Rinaldi noted a few other statutory considerations were included in the amendment that were not in the original agreement.

On MOTION by Mr. Chenowith, seconded by Mr. Oliver, with all in favor, the First Amendment to Agreement for Towing Services, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rinaldi provided an update that Florida legislative session has commenced as of last month through the beginning of May. Her firm is keeping a close eye on any bills that might impact Special Districts.

i. Ethics Training Information

This item was tabled to the next meeting.

B. Engineer

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i. Road Inspection Memo

Mr. Arrington noted during his inspection wear was noted to be pretty uniform throughout the community roads with mostly surface cracking. The only major delaminations were found in the cul-de-sacs on the streets. He prepared a cost table on page 72 of the agenda package and included a roadway map starting on page 74.

C. Field Manager's Report

Mr. Blanco reviewed the Field Manager's Report on page 77 of the agenda package.

Ms. Adams discussed a recent meeting with the Davenport Police Chief regarding traffic enforcement and signage. They are evaluating current signage to ensure it is compliant and will need to make adjustments to the no parking signage.

Mr. Chenowith noted at the last meeting they discussed coming back and discussing the verbiage on the signs (curb vs. curve) but that never happened and the signs were never approved. He expressed concern on how the signs appeared without being approved and about the wasted money. As of now, the District has signs that are not in compliance with state law, signs laying down, and signs in wrong locations. Mr. Chenowith noted verbiage is needed on a sign by the next meeting. The verbiage has to include – no parking on the curves anytime, use radius or linear measurement to define the limit of the curve, whatever is legal. The sign must also state 24-hour tow away zone.

i. Consideration of Proposal for Additional Oak Tree Trimming

Mr. Blanco presented a proposal from Prince & Sons for tree trimming for \$3,150. He noted only the front of the trees were trimmed in March. This quote is for trimming the back of the trees. A Board member noted the vendor gave a quote that didn't state half of the tree would be trimmed so they either stick to their quote or the District gets a new landscape company. No action was taken at this time.

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ii. Consideration of Proposal to Add Vegetation to Fence Area & Irrigation Zone

Residents stated a fence on Olsen was pushed down completely by teens, what happened with it? Mr. Blanco noted it was repaired. She noted HOA declaration parking differs from CDD parking. Ms. Chenowith noted the District voted to allow parking on the roads during the day, only tow from midnight to 6:00 a.m.

D. District Manager's Report

i. Action Items

Ms. Adams offered to take any questions regarding the Action Items List on page 89 of the agenda package. She asked for any other items that Board members would like to see added to the list.

ii. Approval of Check Register

Ms. Adams presented the check register totaling \$103,671.37. She asked for a motion to approve as presented. Immediately following is the detailed run summary.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Check Register totaling \$103,671.37, was approved.

iii. Balance Sheet and Income Statement

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINETH ORDER OF BUSINESS

Supervisor Requests

A Board member addressed issues from the public comments. The first being the District increased their costs but doesn't do maintenance. The Board budgeted \$97K for maintenance work. The water constantly running, they will get together and take care of that. The spot lights have been replaced several times. Mr. Blanco noted one isn't working and is being scheduled for replacement. Watering schedule: CDDs schedule is different than homeowners. The water drain that is on the curve of Highland Meadows Ln, it's an outfall. Mr. Blanco noted the outfall isn't

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broken; it is functioning as designed. Maintenance staff has removed vegetation from around that outfall. On the garbage cans there is no rule inside the HOA, CDD or City of Davenport that says garbage cans have to be on the grass.

Ms. Hammock noted the ethics training will be moved to the next meeting.

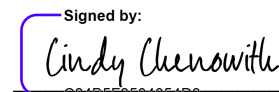
TENTH ORDER OF BUSINESS Adjournment

Ms. Adams asked for a motion to adjourn.

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

Signed by:

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Secretary/Assistant Secretary

Signed by:

C64B5F3504054D3...
Chairman/Vice Chairman