

**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 February 10, 2026, at 12:33 p.m. at the Lake Alfred Public Library, 245 North Seminole Avenue, Lake Alfred, Florida.

Present and constituting a quorum:

Cindy Chenowith	Chairperson
Eric Chenowith	Assistant Secretary
Kevin Serrano	Assistant Secretary
Jason Munoz <i>by Zoom</i>	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Meredith Hammock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Cole Landau <i>by Zoom</i>	District Engineer
Joel Blanco <i>by Zoom</i>	Field Services Manager, GMS
Chase Arrington <i>by Zoom</i>	District Engineer, GMS

The following is a summary of the discussions and actions taken at the February 10, 2026 Highland Meadows Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 12:33 p.m. Four Supervisors were present constituting a quorum, with Mr. Munoz participating via Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated there were no members of the public present or joining by Zoom.

February 10, 2026,

Highland Meadows CDD

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 4, 2025 Board of Supervisors Meeting

Ms. Adams presented a draft of the meeting minutes from the November 4, 2025 Board of Supervisors meeting. There were no corrections.

Mr. Serrano asked if it was required for District counsel to approve the minutes. Ms. Adams stated it was not required.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Minutes of the November 4, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-02 Setting a Public Hearing to Amend Rules of Procedure

Ms. Adams stated this resolution is for setting a public hearing to amend the rules of procedure. Ms. Hammock stated the District has been operating in accordance with the law, but the Rules of Procedure have been updated to reflect statutory changes and current District practices.

Ms. Adams stated the public hearing would be set for April 14, 2026, at 12:30 p.m. She commented the draft is attached to the resolution that reflects the changes.

On MOTION by Mr. Chenowith, seconded by Mr. Serrano, with all in favor, Resolution 2026-02 Setting a Public Hearing for April 14, 2026 at 12:30 p.m. to Amend the Rules of Procedure, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Dewberry Work Authorization for Fiscal Year 2026 Engineering Services

A. Review of FY25 Fee Schedule

Ms. Adams stated this item is for the work authorization for Dewberry for Fiscal Year 2026. She noted in addition to the work authorization for Fiscal Year 2026 there's a copy of the engineering fee schedule dated June 2025. The proposed fee schedule reflects an approximate 5% increase from the prior year

February 10, 2026,

Highland Meadows CDD

The Board discussed the previous rates, the engineering personnel levels and titles, billable rates, construction professional rates, and the difference in 2025 and 2026 rates. Ms. Adams noted the Fiscal Year 2026 engineering services budget is \$10,000, consistent with prior Board direction.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Dewberry Work Authorization for Fiscal Year 2026 Engineering Services, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Holiday Light Installation

Ms. Adams stated this item is the proposal for light installation. She noted the Board had asked for options for lighting. Mr. Blanco presented the scope for the GMS proposal which would allow lights for all palms at each entrance, installation of wreaths on the monuments, and includes installation, removal, and storage of decorations. He added the lights would include the District owning the décor, and storage could be provided. He also referenced a proposal from Festive Glow, noting the cost was higher and the decorations would remain the property of the vendor.

The Board asked questions regarding material costs, equipment requirements, and installation logistics. Storage of decorations would be accommodated at an existing District storage facility

Board member Mr. Chenowith stated in the past they used volunteers and using GMS would be much easier.

On MOTION by Mr. Chenowith, seconded by Mr. Serrano, with all in favor, the GMS Proposal for Holiday Light Installation, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Adams reviewed the agreement that is reviewed annually and updated for the 2026 tax roll. This agreement confirms the District's compliance with confidentiality requirements applicable to exempt information.

February 10, 2026,

Highland Meadows CDD

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

EIGHTH ORDER OF BUSINESS

Consideration of Contract Agreement with Polk County Property Appraiser

Ms. Adams reviewed the contract agreement noting this agreement authorizes the placement of District assessments on the Polk County property tax bill pursuant to Florida Statutes.

On MOTION by Ms. Chenowith, seconded by Mr. Serrano, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated the first ethics training was conducted yesterday and she will send the audio out to the Supervisors that did not attend. Ms. Chenowith commented on the costs for Ms. Hammock to provide the sessions and that all Board members should try to attend the sessions.

B. Engineer

i. Discussion of Memo and Proposal Regarding Erosion Control

Mr. Landau stated this was for the area of erosion in the preservation area. He added the best solution is to eliminate the erodible materials from the water, wind and other elements. The proposed solution includes installation of a concrete stabilization system. Discussion ensued on if using concrete would hide the erosion occurring, running water velocity, capping the water, the design would improve drainage flow and reduce future erosion, gaps in the piling, and the depth of the sidewalk to be installed.

Ms. Chenowith asked about the budget. Ms. Adams noted the field expenditures line item had been approved with \$12,500 for contingency. She explained the ability to approve another amount if needed.

Other discussion was held on upcoming unknown expenditures. Mr. Landau stated the damage occurred during the rainy season and he noted this is a highly erodible area He recommended approval of the erosion repair for \$9625.

February 10, 2026,

Highland Meadows CDD

On MOTION by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, the Proposal Regarding Erosion Control for \$9,625, was approved.

Mr. Chenowith asked about the timeline for execution. Mr. Landau stated he felt maybe mid-April and he would investigate further. It was noted that no community access would be shut down.

C. Field Manager's Report

Mr. Blanco reviewed the Field Manager's report to include completion of palm tree trimming, mulching, and the entrance plant monitoring of landscaping to determine which plant materials were impacted by recent cold weather. He will report updates at the next meeting. He noted replacement should occur at the end of June. Additional discussion occurred regarding repair of a damaged sign, including replacement requirements.

Mr. Blanco provided updates on the erosion problems and noted five areas of erosion issues. He stated he is asking Dewberry to look at the issues and is in the process of having the landscapers provide proposals. He will present the itemized proposals at the next meeting. He suggested addressing the issues with the most problems first and then look at other options.

Board member had questions on the pictures on the erosion near the bridge showing problems already. Mr. Landau commented on the area near the bridge and the inspection conducted. He provided options to correct the issue by sodding and grading. Other areas of possible erosion were discussed. Proposals will be presented at the next meeting. Mr. Blanco explained the action items list is in the agenda package for Board review.

D. District Manager's Report

i. Action Items

Ms. Adams noted one of the action items included a fence on CDD property that needs to be pressure washed. She suggested getting tract information for District counsel. She added the next ethics training is scheduled for June 8th.

The Board directed staff to continue monitoring erosion areas and present prioritized repair options. They asked that this be included on the general action items list and the field action items list due to these issues.

February 10, 2026,

Highland Meadows CDD

ii. Approval of Check Register

Ms. Adams presented the check register from October 1, 2025, to December 31, 2025, the total amount of \$139,348.98.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, the Check Register Totaling \$139,348.98, was approved.

iii. Balance Sheet and Income Statement

Ms. Adams presented the unaudited financials through December 31, 2025. She reviewed several line items. She noted as of the end of December the District assessed \$262,130 from CDD fees for maintenance and as of the end of December received \$254,037. Discussion occurred regarding landscaping expenditures and pending proposals.

TENTH ORDER OF BUSINESS

Supervisor Requests

There being no comments, the next item followed.

ELEVENTH 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.

Signed by:

Tricia Adams

3E3E5FA5C67E43B...

Secretary/Assistant Secretary

Signed by:

Cindy Chenowith

C84B5F3504054D3...

Chairman/Vice Chairman