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, **June 9, 2026,** at 12:30 p.m. at the Lake Alfred Public Library, 245 North Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Cindy Chenowith	Chairperson
Headley Oliver	Vice Chairperson
Eric Chenowith	Assistant Secretary
Jason Munoz	Assistant Secretary

Also, present were:

Tricia Adams	District Manager
Grace Rinaldi	District Counsel
Rey Malave	District Engineer
Joel Blanco *by Zoom*	Field Services Manager
Chase Arrington *by Zoom*	District Engineer

The following is a summary of the discussions and actions taken at the June 9, 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 12:31 p.m. Four Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

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

THIRD ORDER OF BUSINESS **Approval of Minutes of the February 10, 2026, Board of Supervisors Meeting**

Ms. Adams presented the meeting minutes from the February 10, 2026, Board of Supervisors meeting. Board members had no corrections to the minutes.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, the Minutes of the February10, 2026, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2026-03 Approving the Proposed Fiscal Year 2027 Budget and Setting a Public Hearing to Adopt**

Ms. Adams presented the proposed Fiscal Year 2027 budget. The budget as initially presented maintained the existing assessment level and included proposed increases for management, insurance, repairs and maintenance, the required stormwater needs analysis, and holiday lighting at the community entrance. The Board discussed the proposed five percent increase in management fees and compared that increase with the anticipated changes in engineering and legal expenses. Ms. Adams explained the basis for the proposed management fee increase.

Mr. Malave presented a preliminary estimate of approximately $630,000 for future roadway milling and resurfacing and recommended that the work begin within approximately three years, potentially in phases. The Board discussed available funding alternatives, including reserve accumulation and debt financing. Following discussion, the Board directed that the proposed budget reflects an annual operations and maintenance assessment of $1,950 per unit to begin accumulating funds for future roadway improvements. Ms. Adams explained that this amount would establish the maximum assessment level for purposes of notice and that the final budget and assessments would be considered at the advertised public hearings.

The Board then considered Resolution 2026-03, approving the proposed Fiscal Year 2027 budget, setting the proposed assessment level, and scheduling the public hearing or hearings for August 11, 2026.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, Resolutions 2026-03, Approving the Proposed Fiscal Year 2027 Budget and Setting a Public Hearing to Adopt, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2026-04 Relating to General Election Qualifying Period and Procedure**

Ms. Adams presented Resolution 2026-04, identifying Seats scheduled for the November 2026 general election and confirming the applicable qualifying period. She reviewed the qualifying procedure and filing requirements. Following discussion, the Board adopted Resolution 2026-04.

On MOTION by Ms. Chenowith, seconded by Mr. Chenowith, with all in favor, Resolution 2026-04 Relating to General Election Qualifying Period and Procedure, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2026-05 Rescheduling Public Hearing to Adopt Amended and Restated Rules of Procedure**

Ms. Adams presented Resolution 2026-05, rescheduling the public hearing on the proposed Amended and Restated Rules of Procedure because a quorum was not present at the previously scheduled April meeting. Ms. Rinaldi advised that the rescheduled public hearing would be held on August 11, 2026, and reviewed the applicable notice requirements. The Board approved the resolution unanimously.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, Resolution 2026-05 Rescheduling Public Hearing to Adopt amended and Restated Rules of Procedure, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of License Agreement Regarding Surface Cleaning of Fence Improvement**

Ms. Adams presented the proposed license agreement authorizing District access to clean the District facing side of a fence located on neighboring private property. The Board discussed the purpose of the agreement, access, potential property damage, and whether the property owner would execute the agreement. Staff explained that the agreement was intended to document the District's limited permission to enter the property and allocate the parties' responsibilities. Following discussion, the Board approved the agreement.

On MOTION by Mr. Chenowith, with all in favor, the License Agreement Regarding Surface Cleaning of Fence Improvement, was approved.

EIGHTH ORDER OF BUSINESS **Review and Acceptance of Fiscal Year 2025 Audit Report**

Ms. Adams presented the Fiscal Year 2025 Audit Report and reported that the auditor issued an unmodified opinion and identified no findings or recommendations. Following discussion, the Board accepted the audit report. The Board accepted the audit report by unanimous vote.

On MOTION by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, Acceptance of the Fiscal Year 2025, was approved.

NINTH ORDER OF BUSINESS **Consideration of Proposal from Prince and Sons for Fuel Surcharge**

Ms. Adams stated that the Board had discussed Prince & Sons's request for a temporary fuel surcharge through September 30, 2026. Board members questioned changing the existing contract and felt fuel costs should already be included in the annual pricing. Ms. Adams advised that fuel surcharges had become common due to escalating gasoline costs. After discussion, the Board directed staff to send a counterproposal with the requested surcharge reduced to one percent and bring the revised proposal back for consideration.

TENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Ms. Rinaldi reminded the Board about required filings and ethics training, and the Board confirmed everything had already been completed. She also gave an update on new state laws affecting CDDs, including a new process for recalling elected supervisors, proposed increases to sovereign immunity limits, and new e-bike safety regulations. The Board discussed concerns about e-bike safety, mentioning a recent serious accident in the community, and noted that while the District could ban e-bikes on District property, it could not regulate them on public roads.

B. Engineer

Mr. Malave stated that the proposed excavation, grading, and sod work would be enough to stop the erosion. He stressed that the new sod would need to be watered until it was established, especially because of the drought, and said no additional erosion control measures were needed.

C. Field Manager's Report

i. Consideration of Proposal for Plant Replacement

Mr. Blanco gave an update on several maintenance items around the community. He said the monument light at the Davenport Boulevard entrance was already being checked, and most of the landscaping had recovered from the recent cold weather. A proposal to replace the plants that didn't survive came in at just over $11,000, but the Board felt that was too much. After discussing the budget, they reduced the plant replacement project to a maximum of $5,000 and approved moving forward with a smaller scope of work.

On MOTION by Mr. Chenowith, seconded by Ms. Chenowith, with all in favor, the Proposal for Plant Replacement for $5,000 was approved.

Mr. Blanco discussed sand buildup on the sidewalk and pressure washing near the Davenport Boulevard entrance and Highland Meadows Street bridge. Board members agreed the sand on the sidewalk was coming from neighboring private property and said the District should not pay to clean it up. Instead, they requested letters be sent to the property owners requiring them to clean the property.

ii. Consideration of Proposals for Erosion Repair

a) Pond 1
b) Pond 2
c) Pond 3
d) Pond 4
e) Pond 5

Mr. Blanco also reviewed erosion problems at several dry ponds after a resident raised concerns. Five areas needing repairs were identified, and the District engineer agreed that grading, fill dirt, and new sod would be enough to stabilize the erosion. To make room in the budget, the Board reduced the landscaping replacement budget and approved the erosion repair project. They also received updates on replacing a damaged parking sign and making minor perimeter wall repairs.

On MOTION by Ms. Chenowith, seconded by Mr. Munoz, with all in favor, the Proposals for Erosion Repair, were approved.

D. District Manager's Report

i. Action Items

Ms. Adam reviewed the action items and noted several had been completed. The Board decided to stop sending CDD meeting notices to the HOA manager since there had been no response. Completed items, including the FLG Service Group project, and holiday lights budget were removed from the list, while staff continued tracking the roadway dip and resurfacing estimate. The Board also asked to track letters that would be sent.

ii. Approval of Check Register

Ms. Adams presented the check register.

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.

iv. Presentation of Number of Registered Voters: 334

Ms. Adams noted as of April 15, 2026, there were 334 registered voters within the Highland Meadows CDD, as reported by the Supervisor of Elections. The report was provided to meet Florida's annual reporting requirement, and no action was taken.

v. Reminder of Form 1 Filing Requirement Deadline

Ms. Adams reminded Board members to complete their Form 1 Filing by July 1, 2026.

ELEVENTH ORDER OF BUSINESS Supervisor Requests

A supervisor asked about the potential consequences if the homeowners' association became inactive. Ms. Rinaldi explained the distinction between the responsibilities and enforcement authority of the HOA and those of the District, including the District's lack of authority to enforce private deed restrictions unless otherwise authorized by law or agreement. The Board discussed referring potential municipal code violations to the appropriate code enforcement agency. No Board action was taken.

TWELFTH 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: Tricia Adams
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Secretary/Assistant Secretary

Signed by: Cindy Chenowith
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Chairman/Vice Chairman