

*Highland Meadows II
Community Development District*

Agenda

October 12, 2021

AGENDA

Highland Meadows II

Community Development District

219 E. Livingston St., Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

October 5, 2021

**Board of Supervisors
Highland Meadows II Community
Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the **Highland Meadows II Community Development District** will be held **Tuesday, October 12, 2021 at 2:30 PM at The Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, FL 33880.**

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/88622805377>

Zoom Call-In Information: 1-646-876-9923
Meeting ID: 886 2280 5377

Following is the advance agenda for the meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period (¹Speakers may also submit questions via phone or email to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the September 21, 2021 Board of Supervisors Meeting
4. Discussion Regarding the Addition of Traffic Signs Throughout the Community to Clarify the Parking and Towing Policy (*requested by Supervisor Anderson*)
5. Discussion Regarding Adding Solar Lights to All of the Mailboxes (*requested by Supervisor Anderson*)
6. Consideration of Engagement Letter for Fiscal Year 2021 Audit Services

¹ Comments will be limited to three (3) minutes

7. Consideration of Resolution 2022-01 Amending the District's Fiscal Year 2021 Budget
8. Review and Ranking of Proposals Received for District Engineering Services and Selection of District Engineer
9. Consideration of Series 2017 Assessment Area 4B/C Arbitrage Rebate Report—
ADDED
10. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager's Report
 - i. Consideration of Reflecting Paint for Median End Caps
 - ii. Consideration of Quotes for Picnic Tables and Chairs for Phase 3 Park (*to be provided under separate cover*)
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet and Income Statement
11. Supervisors Requests
12. Adjournment

MINUTES

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

The regular meeting of the Board of Supervisors of the Highland Meadows II Community Development District was held on Tuesday, **September 21, 2021** at 2:30 p.m. at the Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL.

Present and constituting a quorum:

Rennie Heath	Chairman
Christopher Lopez	Vice Chairman
Kristen Anderson	Assistant Secretary
Brian Walsh <i>by phone</i>	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	KE Law Group
Marshall Tindall	GMS
Clayton Smith	GMS
Residents	

The following is a summary of the discussions and actions taken at the September 21, 2021 Highland Meadows II Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and stated that the Supervisors listed above were in attendance, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that this portion of the agenda was for residents who had any comments on agenda items listed. If there were any items that were not on the agenda that residents wanted to discuss, it should occur at the public comment section at the end of the meeting. There were no members of the public on Zoom. There were no public comments.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 17, 2021 Board of Supervisors Meeting

Ms. Burns presented the minutes of the August 17, 2021 Board of Supervisors meeting and asked for any comments, corrections, or additions to the minutes. Ms. Anderson had submitted corrections/additions that were added.

On MOTION by Mr. Heath, seconded by Ms. Anderson, with all in favor, the Minutes of the August 17, 2021 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-12
Adopting an Amended Rule Relating to
Related to Overnight Commercial
Vehicles and Trailers**

Ms. Burns noted that there was discussion about this rule at a prior meeting that the existing rule included no overnight parking for commercial vehicles but did not designate a time, so they discussed adding 10:00 pm to 6:00 am. The list of commercial vehicles also left out trailers which was added. The only other change had a provision for “abandoned vehicles” to add a two-week time period of a car that had not been moved. There being no questions or Board additions, Ms. Burns asked for a motion of approval.

On MOTION by Ms. Anderson, seconded by Mr. Lopez, Consideration of Resolution 2021-12 Adopting an Amended Rule Relating to Overnight Commercial Vehicles and Trailers, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2021-13
Waiving a Portion of the Rules of
Procedure Regarding Notice of District
Meeting**

Mr. Van Wyk summarized for the Board that the current rules and procedures require an individual publication of each meeting seven days in advance and now that everything is posted electronically, he believes it would be sufficient to rely on the annual meeting posting with weekly reminders on the website and cancel doing the weekly newspaper advertisements saving the District money.

On MOTION by Ms. Anderson, seconded by Mr. Heath, with all in favor, Resolution 2021-13 Waving a Portion of the Rules of Procedure Regarding Notice of District Meeting, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Quote for Reserve Study (Examples Included)

Ms. Burns reported that this is consideration of a quote for the reserve study from Reserve Advisers for a one-time \$6,945 fee and a copy of the quote was provided in the agenda package. The process will go through all the District owned infrastructure and audit them while providing a plan on the useful like of those items to better budget for the replacement of those items. They also do a cash flow analysis to determine how much money should be put aside each year in the reserves to have the funds available when the time comes for replacement.

On MOTION by Ms. Anderson, seconded by Mr. Heath, with all in favor, Consideration of Quote for Reserve Study (Examples Included) for \$6,945, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memorandum Regarding Wastewater Services and Stormwater Management Needs Analysis

Mr. Van Wyk reported that there is a new law that will be enforced by June 2022. There are guidelines set forth for the report directed to the district engineer and the manager to know that the report will be required next year. There were no questions for district counsel, so the next item followed.

B. Engineer

Ms. Burns stated that they will need to issue an RFQ for engineering services and Ms. Burns asked the Board to authorize staff to start that process. She will bring responses back to the next meeting.

C. Field Manager's Report

Mr. Smith summarized the Field Manager's report for the Board. Completed items include:

- Entry gate issue was fixed

- New pool sign rules were installed
- Men's restroom sink repaired
- Soccer and dog park fences were inspected and repaired as needed
- Pool leak inspection was completed
- Pest control around the pool for ants
- Installation of two new garbage cans at the pool
- Multiple landscape repairs and improvements around the property

In progress projects include:

- Slide Installations
- New cabana covers have been ordered and will be installed once they are delivered
- Pressure washing
- Pool repairs

Mr. Smith reported on the broken ADA chair lift. He has had a few quotes but has just learned of a new system that uses water pressure as opposed to a battery-operated system. He would like to hold off on this until he can learn more about the water control system before bringing it back to the Board for final consideration.

i. Consideration of Additional Shade Structure Options for Playground *(to be provided under separate cover)*

Mr. Smith presented the shade structure options. He provided three quotes from American Parks Company, Core Cat, and Southern Recreation. The Board discussed the different options and products and there was a discussion about ordering quickly due to a shipping deadline. They discussed requesting the materials from Christopher Lopez so he may gift them to the CDD, and the installation will be delayed about 90 days. They discussed lead times and permits. Mr. Smith will send a letter to Christopher requesting the materials for the structure. A mulch border will have to be moved to fit it and that will be approved when they find someone for the install.

ii. Consideration of Options for Pool Furniture Replacement *(to be provided under separate cover)*

Mr. Smith noted that a lot of the furniture isn't necessarily broken but weathered. The tables are mostly in the worst shape. He offered the Board a few different quotes and options and his recommendations and discussion followed as they looked at the different options together. The

Board decided to go with Florida Patios for sling chairs and tables in the amount of \$29,550. This will be applied to the Phase 7 requisition costs and not operations and maintenance.

On MOTION by Ms. Anderson, seconded by Mr. Lopez, with all in favor, the Proposal for Sling Chairs and Tables from Florida Patios, was approved.

iii. Consideration for Quote for Additional Trash Emptying

Mr. Smith noted that the resort pool trash cans that were added will be an additional \$40 a month for them to be emptied two times a week.

On MOTION by Ms. Anderson, seconded by Mr. Heath, with all in favor, the Quote for Trash Removal, was approved.

iv. Consideration of Quote for Landscaping at Entrance of Tanager/Patterson
(to be provided under separate cover)

Mr. Smith stated that this was left off last month when the Board was approving a bunch of landscaping proposals.

On MOTION by Ms. Anderson, seconded by Mr. Heath, with all in favor, the Landscape Proposal, was approved.

Mr. Smith reported about a concern by a resident who finds that several other residents are hitting the island curb at Dunlin Street and Patterson Avenue. This will allow them to paint the curb yellow and add reflective FDOD glass beads. The Board and staff will keep an eye out on the curbs and the complaints from residents before deciding to paint the curbs. Mr. Smith will investigate the other options and bring it back to the Board at the next meeting.

D. District Manager’s Report

i. Request to Install a “Little Library” Near Playground

Ms. Burns stated this was requested by a resident that is planning to provide all the materials and installation costs and that they are just looking for permission to do so. Mr. Van Wyk drafted a license agreement to use to make sure the District is not liable for anything

On MOTION by Mr. Heath, seconded by Ms. Anderson, with all in favor, Installation of a “Little Library” Near Playground Subject to them Signing a License Agreement, was approved.

ii. Approval of Check Register

Ms. Burns stated the check register was in the Board package and asked for approval. The total was \$59,856.12.

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

iii. Balance Sheet and Income Statement

Ms. Burns stated that the financials were in the packet for the Board’s review and no action needed to be taken. With no questions, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

**NO
PARKING
THIS SIDE
OF STREET**

SECTION VI



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

September 15, 2021

Highland Meadows II Community Development District
Governmental Management Services
6200 Lee Vista Blvd, Suite 300
Orlando, FL 32822

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of Highland Meadows II Community Development District, which comprise governmental activities and each major fund as of and for the year ended September 30, 2021 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2021.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The Responsibilities of the Auditor

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Fort Pierce / Stuart

Highland Meadows II Community Development District
September 15, 2021
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- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will maintain our independence in accordance with the standards of the American Institute of Certified public Accountants.

Highland Meadows II Community Development District
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The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparations of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;

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- c. Additional information that we may request from management for the purpose of the audit; and
- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this arrangement letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of Highland Meadows II Community Development District's financial statements. Our report will be addressed to the Board of Highland Meadows II Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the Highland Meadows II Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Jill Burns. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

Highland Meadows II Community Development District
September 15, 2021
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Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2021 will not exceed \$3,685, unless the scope of the engagement is changed, the assistance which Highland Meadows II Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

In the event we are requested or authorized by Highland Meadows II Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Highland Meadows II Community Development District, Highland Meadows II Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.

Highland Meadows II Community Development District
September 15, 2021
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Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Highland Meadows II Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Highland Meadows II Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Highland Meadows II Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because Berger, Toombs, Elam, Gaines & Frank will rely on Highland Meadows II Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Highland Meadows II Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Highland Meadows II Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Highland Meadows II Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

Highland Meadows II Community Development District
September 15, 2021
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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam
Gaines + Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:



Judson B. Baggett
MBA, CPA, CVA, Partner

6815 Dairy Road
Zephyrhills, FL 33542

Marci Reutimann
CPA, Partner

(813) 788-2155

(813) 782-8606

Report on the Firm's System of Quality Control

To the Partners
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

October 30, 2019

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA
Signed Electronically by Judson B. Baggett, CPA, CVA, Partner, U.N. 18161 email jbaggett@brpa.com

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND HIGHLAND MEADOWS II COMMUNITY
DEVELOPMENT DISTRICT
(DATED SEPTEMBER 15, 2021)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**GMS-CF, LLC
6200 LEE VISTA BLVD, SUITE 300
ORLANDO, FL 32822
TELEPHONE: 407-841-5524
EMAIL: JBURNS@GMSCFL.COM**

Auditor: J.W. Gaines

District: Highland Meadows II CDD

By: _____



By: _____

Title: Director

Title: _____

Date: September 15, 2021

Date: _____

SECTION VII

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AMENDED BUDGET FOR FISCAL YEAR 2021 AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution 2020-10, the Highland Meadows II Community Development District Board (the “Board”) adopted a Budget for Fiscal Year 2021; and

WHEREAS, the Board desires to amend the budgeted revenues and expenditures approved for Fiscal Year 2021.

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

1. The Budget for Fiscal Year 2021 is hereby amended and restated as set forth on the Fiscal Year 2021 Amended Budget attached hereto as “**Exhibit A**”.
2. This Resolution shall take effect immediately upon adoption and be reflected in the monthly and Fiscal Year End 9/30/2021 Financial Statements and Audit Report of the District.

PASSED AND ADOPTED THIS 12th DAY OF OCTOBER 2021.

ATTEST:

**BOARD OF SUPERVISORS OF THE
HIGHLAND MEADOWS II
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

By: _____

Its: _____

Highland Meadows II
Community Development District

Amended Budget
FY 2021



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3	<hr/>	Capital Reserve

Highland Meadows II

Community Development District

Amended Budget General Fund

Description	Adopted Budget FY2021	Increase/ (Decrease)	Amended Budget FY2021
Revenues			
Special Assessments	\$860,299	\$0	\$860,299
Boundary Amendment Contributions	\$0	\$563	\$563
Other Revenue	\$0	\$7,278	\$7,278
Beginning Fund Balance	\$0	\$178,706	\$178,706
Total Revenues	\$ 860,299	\$ 186,547	\$ 1,046,846

Expenditures

General & Administrative

Supervisor Fees	\$12,000	\$0	\$12,000
Public Official Insurance	\$2,416	\$276	\$2,692
Trustee Services	\$25,000	\$0	\$25,000
District Management Fees	\$35,000	\$0	\$35,000
Engineering	\$6,000	\$0	\$6,000
Dissemination Agent	\$7,000	\$1,100	\$8,100
Arbitrage	\$1,800	\$8,100	\$9,900
Property Appraiser	\$21,514	\$789	\$22,303
District Counsel	\$25,000	\$10,000	\$35,000
Assessment Administration	\$5,000	\$0	\$5,000
Audit Fees	\$3,685	\$0	\$3,685
Travel & Per Diem	\$500	\$0	\$500
Telephone	\$100	\$0	\$100
Postage & Shipping	\$1,000	\$0	\$1,000
Printing & Binding	\$1,000	\$0	\$1,000
Office Supplies	\$500	\$0	\$500
Legal Advertising	\$7,500	\$0	\$7,500
Miscellaneous	\$5,000	\$0	\$5,000
Information Technology	\$1,350	\$0	\$1,350
Website Maintenance	\$1,000	\$0	\$1,000
Dues, Licenses & Fees	\$175	\$0	\$175
Boundary Amendment	\$0	\$563	\$563
Total General & Administrative	\$162,540	\$20,827	\$183,367

Operation & Maintenance

Field Expenses

Field Management	\$15,000	\$0	\$15,000
General Insurance	\$2,725	\$0	\$2,725
Irrigation Repairs	\$16,000	\$0	\$16,000
General Repairs & Maintenance	\$5,000	\$0	\$5,000
Landscape Maintenance	\$212,000	\$0	\$212,000
Landscape Replacement & Tree/Palm Services	\$75,230	\$0	\$75,230
Fertilization	\$36,000	\$0	\$36,000
Contingency	\$10,000	\$0	\$10,000
Streetlights	\$60,000	\$0	\$60,000
Sidewalk & Asphalt Maintenance	\$6,000	\$0	\$6,000
Subtotal Field Expenses	\$ 437,955	\$ -	\$ 437,955

Highland Meadows II

Community Development District

Amended Budget General Fund

Description	Adopted Budget FY2021	Increase/ (Decrease)	Amended Budget FY2021
Cabana & Pool Expenses			
Security	\$35,000	\$0	\$35,000
Contingency	\$12,500	\$0	\$12,500
Electric	\$25,000	\$8,039	\$33,039
Internet	\$3,000	\$0	\$3,000
Property & Casualty Insurance	\$15,000	\$0	\$15,000
Playground Lease	\$15,256	\$0	\$15,256
Pest Control	\$828	\$0	\$828
Amenity Repairs & Maintenance	\$10,000	\$6,000	\$16,000
Swimming Pools	\$19,500	\$0	\$19,500
Janitorial - Pool	\$17,400	\$0	\$17,400
Water & Sewer	\$7,500	\$0	\$7,500
Subtotal Pool & Cabana	\$ 160,984	\$ 14,039	\$ 175,023
Total Operations & Maintenance	\$ 598,939	\$ 14,039	\$ 612,978
<i>Other Expenditures</i>			
Capital Reserve	\$98,820	\$151,680	\$250,500
Total Other Expenditures	\$98,820	\$151,680	\$250,500
Total Expenditures	\$ 860,299	\$ 186,546	\$ 1,046,846
Excess Revenues/(Expenditures)	\$ (0)	\$ 0	\$ (0)

Highland Meadows II

Community Development District

Amended Budget Capital Reserve Fund

Description	Adopted Budget FY2021	Increase/ (Decrease)	Amended Budget FY2021
Revenues			
Carry Forward Surplus	\$13,811	(\$13,811)	\$0
Total Revenues	\$ 13,811	\$ (13,811)	\$ -
Expenses			
Capital Outlay	\$0	\$0	\$0
Contingency	\$0	\$2,000	\$2,000
Total Expenditures	\$ -	\$ 2,000	\$ 2,000
<i>Other Financing Sources/Uses:</i>			
Transfer In/(Out)	\$ 98,820	\$151,680	\$250,500
Total Other Financing Sources/Uses	\$ 98,820	\$ 151,680	\$ 250,500
Excess Revenues/(Expenditures)	\$ 112,631	\$ 135,869	\$ 248,500

SECTION VIII

STATEMENT OF QUALIFICATIONS

RFQ FOR ENGINEERING SERVICES FOR THE HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT



DISTRICT ENGINEER REQUEST FOR QUALIFICATIONS
Submitted on October 7, 2021

Central Florida, LLC c/o Jill Burns
219 E. Livingston Street
Orlando, Florida 32801
Ph: (407) 841-5524

Submitted by:

810 East Main Street

Bartow, FL 33830

863-537-7901

admin@rayleng.com

www.raylengineering.com





October 4, 2021

Central Florida, LLC
c/o Jill Burns
219 E. Livingston Street
Orlando, Florida 32801
Ph: (407) 841-5524

RE: HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT

Mrs. Jill Burns,

Rayl Engineering & Surveying, LLC and our respective team members are pleased to present to the Selection Committee this response to the above referenced Request for Qualifications. We are confident that no other team can bring the project understanding, expertise, and experience to this RFQ that we do.

Rayl Engineering & Surveying, LLC appreciates the opportunity to submit a response to this RFQ for Professional Engineering Services for the Highland Meadows II Community Development District and looks forward to your favorable evaluation.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan L. Rayl".

Alan L. Rayl, PE, PSM
Rayl Engineering & Surveying, LLC

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SECTION 1 *Ability and Adequacy of Professional Personnel (Weight 25 Points)*

Rayl Engineering & Surveying, LLC is an S Corp business and has been since being founded in August of 2009. Alan L. Rayl, PE, PSM is the Owner and solely in charge of all management decisions. Alan L. Rayl opened the firm after being with other firms in the Tampa Bay and Central Florida markets since 1987. During the economic downturn, Alan also held the position of Polk County Engineer in the Land Development Division of the Office of Planning and Development. Alan L. Rayl is involved in all aspects of all Engineering & Surveying projects as well as Client and customer service. Alan L. Rayl will be personally involved in all District meetings, construction services, and other engineering tasks.

We provide private sector land development engineering design and permitting across Central Florida, as well as public sector consulting to many of Polk County municipalities. Our clientele includes local developers and businesses, Community Development Districts and Property Owner's Associations/Homeowner's Associations, National Home Builders, the cities of Mulberry and Fort Meade, and the Town of Dundee. Our services include general civil engineering and land surveying services. When needed, specialty sub-consultants are utilized on a per-project basis.

Please see Appendix A and B for Rayl Engineering & Surveying, LLC's corporate resume, as well as all employee resumes.

SECTION 2 *Consultant's Past Performance* (Weight 25 Points)

Rayl Engineering and Surveying, LLC is the current District Engineer for the Lake Ashton I and Lake Ashton II Community Development Districts. We have provided a variety of services to the CDD including a pavement and curblines assessment and inventory, Pickleball court design and permitting, pond repair recommendations, and more.

Pavement and Curblines Assessment and Inventory – Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblines conditions within Lake Ashton II CDD. The assessment noted any broken, sunken, and/or curb and pavement areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommended repair list. A Pavement Condition Index assessment was completed to score the condition of the roadway network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 200+ page report for the Lake Ashton II CDD.



SECTION 2 Consultant's Past Performance (Weight 25 Points)

Lake Ashton II Pickleball Courts and Parking Lot – Serving as District Engineer for the Lake Ashton II Community Development District we have worked on numerous projects including the design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.



Lake Ashton II Pond Repair – Recommend and supervise maintenance and repairs to over 30 stormwater ponds as part of the Lake Ashton II CDD Master Surface Water Management System. Once repairs were completed, the project received a permit compliant certification from SWFWMD.

Lake Ashton II SWFWMD Permit Certifications – Ongoing monitoring of Surface Water Management System as part of continued required SWFWMD certifications.

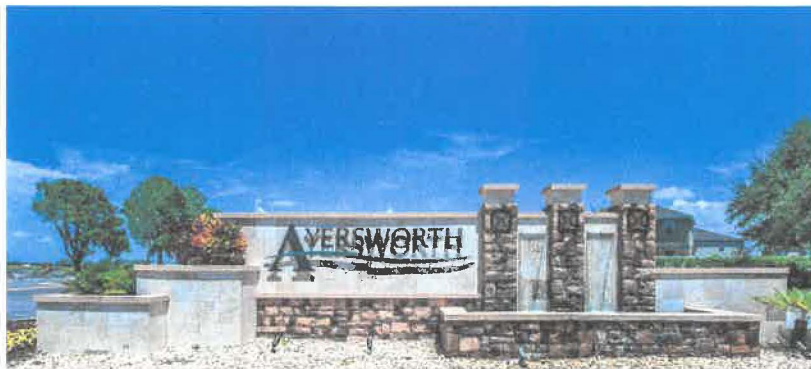


Traditions Subdivision, Winter Haven – Served both the developer (Lennar) and the HOA with miscellaneous services including flooding remediation and shoreline enhancement projects.



Ayersworth Glen (Highland Estates CDD) District Engineer – District Engineer for the 1660 lot Highland Estates CDD in Hillsborough County, from inception to 2009. (*Services were performed in assistance to Kimley-Horn and Associates, Inc.)

Polk County BOCC (2012 – 2015) – Served as Polk County Engineer in charge of review and approval of all development projects within Polk County, including the Highland Meadows subdivision. Consultant's designs were reviewed by staff for compliance with the Polk County Comprehensive Plan, the Land Development Code, and the Utilities Code.





SECTION 3 **Geographic Location (Weight 20 Points)**

Since being founded in 2009, Rayl Engineering & Surveying, LLC has been headquartered in Bartow, FL. The owner of Rayl Engineering & Surveying, LLC, Alan L. Rayl, is available at all times via phone, email, or text. When sub-consultants are needed to provide specialized expertise (Geotechnical, Environmental, etc.) local professionals are used to the greatest degree practicable.

SECTION 4 **Willingness to Meet Time and Budget Requirements (Weight 15 Points)**

Our success is a byproduct of our Client's success. This comes from our ability to provide responsive, timely service with the greatest amount of Professional expertise and care for fees that meet our Client's budget expectations.

By not keeping a large in-house staff or high overhead, we can pass on these efficiencies to our Clients to bring their projects to fruition.

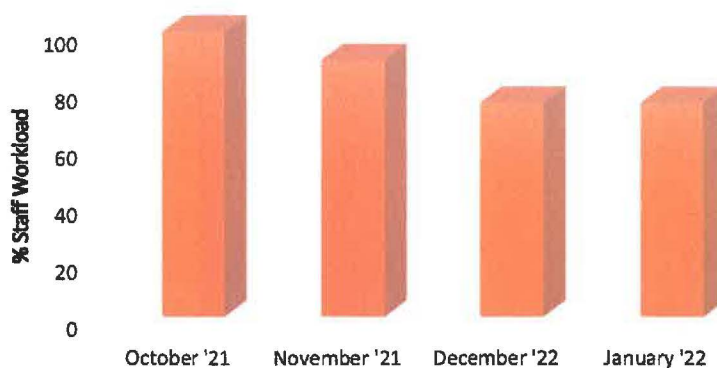
SECTION 5 **Certified Minority Business Enterprise (Weight 5 Points)**

Rayl Engineering and Surveying, LLC is not a certified Minority Business Enterprise.

SECTION 6 **Recent, Current, and Projected Workloads (Weight 5 Points)**

Rayl Engineering and Surveying, LLC is currently at 100% of workload capacity for October, 90% of workload capacity for November, and has a projected workload capacity of 75% for December 2021 and January 2022. Rayl Engineering and Surveying, LLC is adequately staffed for current and future expected workload. We also have the ability to partner with other consultants if special circumstances warrant.

Recent, Current, and Projected Workloads





SECTION 7 *Volume of Work Previously Awarded to Consultant by CDD (Weight 5 Points)*

Rayl Engineering and Surveying, LLC has not been awarded any work by the Highland Meadows II Community Development District Development District to date.

Appendix A

Corporate Resume

CORPORATE RESUME



EXPERTISE

Rayl Engineering & Surveying, LLC was formed in August 2009 by Alan L. Rayl, PE, PSM. Since that time, our firm has provided professional services to numerous public and private sector clients across Central Florida and the Midwest.

Our firm believes heavily in community involvement. We volunteer. We participate. We get to know our Clients and their priorities. This provides a personal investment for us and makes us part of the communities we serve.

SERVICES

Rayl Engineering & Surveying, LLC offers a comprehensive set of Civil Engineering and Land Surveying services that include:

- Residential Civil Engineering Design and Permitting
- Commercial Civil Engineering Design and Permitting
- Construction Administration
- Land Surveying
- Feasibility Studies and Conceptual Plans
- Due Diligence Investigation
- Site Forensic Evaluations and Remediation Designs
- Expert Witness Research and Testimony
- CDD District Engineer Services
 - RFQ/RFP Preparation
- Site Plan Review Services
 - SWFWMD Compliance Solutions

EXPERIENCE

The following are projects performed by Rayl Engineering and Surveying, LLC and/or by its principal, Alan Rayl, PE, PSM.

Patterson Park, Fort Meade, FL – Restoration of utility service to the park bathroom facility through new water and wastewater lines, including a new onsite lift station. The project also includes re-establishment of the Park Concession facilities (including new utility service) and the upsizing of a local water line to improve service and pressure.

CFRPC Office - Bartow, FL

Engineer of Record for the Award-Winning redevelopment of the existing CFRPC office site. Services provided were design of demolition of existing asphalt parking lot and replacement with a pervious paving system made from recycled rubber tires. The approximately 10,000 sf parking lot contains over 4,000 used tires. The project also included a site-wide comprehensive design and installation of new landscaping consisting of Florida-native plants, including a micro-irrigation system.

Citywide Stormwater Utility Fee - Mulberry, FL

Rayl Engineering & Surveying, LLC coordinated with City administration to correct the assessments being made for the Stormwater Utility Fee. The City was not initially aware of the need for this correction. The Ordinance provided for a flat rate (\$4) for residences and an impervious surface coverage-based rate for non-residential properties. At the initial implementation, all properties were being assessed the \$4 fee. This was costing the City over \$44,000/year in uncollected fees.

Lake Ashton I CDD (Lake Wales, FL) and Lake Ashton II CDD (Winter Haven, FL)

Rayl Engineering and Surveying, LLC is the current District Engineer for the Lake Ashton I and II Community Development Districts. We have provided a variety of services to the CDDs including a pavement and curblin assessment and inventory, Pickleball court design and permitting, pond repair recommendations, and more. Alan L. Rayl has been serving the Lake Ashton I CDD since 2019 and the Lake Ashton II CDD since 2015.

COMMUNITY INVOLVEMENT

Rayl Engineering & Surveying, LLC is currently a member of the Fort Meade, Bartow, Mulberry, Lake Wales and Winter Haven Chambers of Commerce, as well as the Main Street Bartow Organization.



Appendix B

Rayl Engineering & Surveying, LLC Employee Resumes



Alan L. Rayl, PE, PSM
President/Owner

Alan Rayl has been a Registered Professional Engineer in the State of Florida since 1991 and has also been a Registered Professional Surveyor and Mapper in Florida since 1997. Alan founded Rayl Engineering and Surveying, LLC on August 24, 2009.



Professional Registrations

Florida Registered Professional Engineer #44116
Georgia Registered Professional Engineer #28580
Indiana Registered Professional Engineer #920107
Florida Registered Professional Surveyor and Mapper #5736
FDEP Certified Stormwater Inspector #5386

Education

Bachelor of Science, Civil Engineering - Purdue University 1987

Special Qualifications

- Former County Engineer for Polk County Land Development Division
- More than 35 years of experience, encompassing commercial, residential, municipal, and transportation facilities in the Midwest, South and Central Florida, and the Caribbean.
- Experience managing and performing all types of public and private land development projects, from initial appraisals and master planning through preparation and design of construction documents, construction observation, and certifications.
- Direct experience with regulatory programs of local municipalities and Counties and the State of Florida Water Management District, as well as the Florida Department of Environmental Protection, FEMA, and the U.S. Army Corps of Engineers affecting stormwater, water and sewer utilities, and wetlands.

Professional Organizations and Memberships

Commissioner, City of Bartow CRA, 2009-2017; Chairman, 2011-2012, 2012-2013, 2016-2017
Florida Stormwater Association, Conference Committee Member (2016-present)
Florida Redevelopment Association, Committee Member (2019)
Past Member, International Council of Shopping Centers
Polk County Builders Association, Member (2009-present), Board Member, (2019-2021), 1st Vice President 2021, Governmental Affairs Committee Co-Chair (2010-2011), Chair (2019-present)
Member, Polk County Utility Code Update Stakeholders Committee (2010-2011)
Member, City of Lakeland Subdivision Code Update Committee, 2011
Member, City of Bartow Gateways Project Committee, 2011
Member, City of Bartow Focus Group, 2020 - present
Graduate, Leadership Bartow, Class XIII, 2008-2010
Graduate, Leadership Polk, Class IV, 2010-2011
Leadership Polk Alumni Association, Steering Committee, 2011-2020; Membership Committee Chair, 2016-2020
Bone Valley SAS Focus Group
ACE Mentor Volunteer (2018)
Polk County School Board Volunteer
Florida Surveying and Mapping Society, Ridge Chapter
Lake Wales Area Chamber of Commerce, Member
Greater Mulberry Chamber of Commerce, Board Member, 2008-2016; President, 2012
Dundee Area Chamber of Commerce, Board Member, 2019
Fort Meade Chamber of Commerce, Member
Winter Haven Chamber of Commerce, Member
Bartow Chamber of Commerce, Member; Board Member, 2016-2020
Mainstreet Bartow, Member
Florida Engineering Society, Ridge Chapter, State Director (2010), **Engineer of the Year (2010)**, President, (2009-2010 & 2015-2016), Vice President (2008-2009)



Garrett Posten, EI
Project Engineer



Garrett Posten has been employed as a Project Engineer with Rayl Engineering and Surveying, LLC since September of 2020.

Professional Registrations

Engineer Intern

Education

Master of Science, Engineering Management - Missouri University of Science and Technology
2020 - Present

Bachelor of Science, Civil Engineering - Missouri University of Science and Technology 2019

Special Qualifications

- Experienced in floodplain structures, municipal water and sewer, and stormwater systems.
- Experience in drainage modeling and flood studies
- Experienced in designing and creating drawings in AutoCAD.
- Experienced in designing apartment complexes, car washes, subdivisions, and multi family projects.
- Experienced with Community Development Districts including meetings, handling bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling.

Professional Organizations and Memberships

Member of the American Concrete Institute

Member of the American Society of Civil Engineers,

Member of the Missouri Society of Professional Surveyors

Project Experience

Lake Ashton I CDD - Handles bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling. Handles SWFWMD permitting for Water Use Permits and Environmental Resource Permits.

Lake Ashton II CDD - Handles bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling. Handles SWFWMD permitting for Water Use Permits and Environmental Resource Permits.

Bubble Down Car Wash – Assists in design and permitting of numerous Bubble Down Car Washes in Florida.



Glenn Clover
Sr. Project Manager

Glenn Clover has been a registered Professional Civil Engineer since 1978. He is conversant with the many fields of civil engineering, and land planning from design, construction, and management perspectives.



Professional Registrations

California Civil Professional Engineer #C29061

Washington Civil Professional Engineer #17983

Education

California State University

Special Qualifications

- A history of successful project management of municipal, commercial, and residential projects
- Field Engineering Manager on \$100 million government construction project.
- Lead Civil Engineer on \$400 million Naval Hospital project.
- Successful grant writer and grants manager.
- Florida State grants from SWFWMD, FDEP, and Florida Energy and Climate Commission.
- Federal US Department of Agriculture Rural Development energy efficiency (REAP) and business development (RBEG) grants.
- Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant program.
- Funding investigation and analysis study for City of Bartow CRA co-location of Fire, Police, IT, and Fleet Maintenance operations.
- Feasibility study for \$85 million Fort Meade Outpost Equestrian park and resort



Viviana Rosado
CAD Technician

Viviana Rosado has been employed as a CAD Technician with Rayl Engineering and Surveying, LLC since June of 2019.

Education

Drafting and CAD, Course Study Diploma - Manati, Puerto Rico, US

Special Qualifications

- Over 10 years experience preparing construction plans, both residential and commercial, in Auto CAD.
- Experienced in construction inspection and estimate preparation.

Project Experience

Tampa Telecom Park – Preparation of Master Site Plan, Preliminary Plat, Master Grading, Master Drainage Plan, and more for the 6 out parcel commercial development in Temple Terrace.

Winnie Lane - Preparation of Master Site Plan, Preliminary Plat, and construction plans for the future three duplex site in Lakeland, Florida.

Schools for the 21st Century, Puerto Rico – Inspected a remodeling project for a program of the Government of Puerto Rico called 'Schools for the 21st Century'. This was Puerto Rico's largest public-school modernization program in decades. The Government of Puerto Rico working jointly with PRPPPA developed a Design-Build-Maintain (DBM) program to modernize 100 public schools throughout Puerto Rico.

Coliseo de Arecibo Manuel G. Iguina Reyes, Puerto Rico – Worked on the final plans for the Manuel Iguina Coliseum located in Arecibo, Puerto Rico. The Manuel Iguina Coliseum is an indoor sporting arena with a capacity of 12,500 people.

KRC Gun Range – Prepared preliminary plans for a 55-acre private gun range and tactical training center. This project is made up of 15+ shooting ranges, RV sites, cabins, meeting center, and more.

Crosstown Properties – Worked on the preliminary plans for a multi-parcel commercial development in Brandon, Florida.

USF Federal Credit Union – Designed construction plans for a new Credit Union branch in Telecom Park that is located in Temple Terrace, Florida.

Nutrien AG - Prepared site construction plans for an 80,000 square foot dry fertilizer storage and handling facility in Mulberry, Florida.





Kayla Derrick
Office Manager/Executive Assistant

Kayla Derrick has been employed as an Office Manager/Executive Assistant with Rayl Engineering and Surveying, LLC since 2018.



Education

Master of Business Administration, Human Resource Management – Lynn University, 2017
Bachelor of Science, Business Management and Supervision - South Florida State College, 2016
Associate in Arts, Business Management - South Florida State College, 2013

Professional Organizations and Memberships

- Alumni of Leadership Lake Wales, Class 21
- Member of the International Society of Baccalaureate Scholars

Responsibilities

- Responsible for day-to-day business operations
- Manage AP and AR accounts
- Drafting correspondence and presentations
- Assist company President with preparation of detailed technical reports, studies, and presentations
- Perform processing of payroll and employee benefits
- Complete project submittals to all permitting agencies including SWFWMD, DEP, and local Cities and Counties



D'Lise Rayl
Executive Assistant



D'Lise Rayl has been employed as an Executive Assistant with Rayl Engineering and Surveying, LLC since 2020.

Responsibilities

- Responsible for day-to-day business operations
- Drafting correspondence and presentations
- Assist in project submittals to all permitting agencies including SWFWMD, DEP, and local Cities and Counties

Appendix C

Form 330

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

RFQ FOR ENGINEERING SERVICES FOR THE Highland Meadows II COMMUNITY DEVELOPMENT DISTRICT

2. PUBLIC NOTICE DATE

09/27/2021

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Alan L. Rayl, Owner / President

5. NAME OF FIRM

Rayl Engineering and Surveying, LLC

6. TELEPHONE NUMBER

863-537-7901

7. FAX NUMBER

N/A

8. E-MAIL ADDRESS

alan@rayleng.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

#	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON-TRACTOR			
a.	✓			Rayl Engineering and Surveying, LLC <input type="checkbox"/> CHECK IF BRANCH OFFICE	810 East Main Street, Bartow, FL 33830	Civil Engineering Consultant
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Alan L. Rayl	13. ROLE IN THIS CONTRACT Principal in Charge / Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 12years
15. FIRM NAME AND LOCATION <i>(City and State)</i> Rayl Engineering and Surveying, LLC, Bartow, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Civil Engineering - Purdue University 1987		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Registered Professional Engineer #44116 Georgia Registered Professional Engineer #28580 Indiana Registered Professional Engineer #920107 Florida Registered Professional Surveyor and Mapper #5736	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Florida Engineering Society; Florida Surveying and Mapping Society; Florida Stormwater Association; Florida Redevelopment Association; Polk County Builders Association; Mulberry, Winter Haven, Fort Meade & Bartow Chamber; More on resume.			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
Lake Ashton II Pavement and Curblin Assessment and Inventory Lake Ashton II CDD, Winter Haven, Florida	2019	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <i>Surveyed all of the pavement and curblin within Lake Ashton II CDD. The assessment noted any broken, sunken, and/or areas with impaired function and a list of recommended repairs was made. A pavement condition assessment was completed to rate the condition of the surface of the road network. Roads were scored and assigned a recommend action.</i>		
Lake Ashton II Pickleball Lake Ashton II CDD, Winter Haven, Florida	2018	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <i>Design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.</i>		
Lake Ashton I Pavement and Curblin Assessment and Inventory Lake Ashton I CDD, Lake Wales, Florida	2020	Current
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <i>Designed and permitting of the master infrastructure (road, drives, sewer, water, stormwater, and flood plan) for the Aldi anchored shopping center. Permit coordination with Polk County, SWFWMD, and FDOT.</i>		
Traditions Subdivision Winter Haven, Florida	2017	2017
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <i>Served both the developer (Lennar) and the HOA with miscellaneous services including flooding remediation and shoreline enhancement.</i>		
Lime Avenue Drainage Issues Lime Avenue, Dundee, Florida	2019	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <i>Surveyed the existing conditions in the affected areas including roadway edge of pavement, driveways, driveway culverts, swales, storm structures and other related features. Created a construction plan and design for remediating the conditions causing the flooding. Provided construction phase services.</i>		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION <i>(City and State)</i> Pavement and Curblin Assessment and Inventory Lake Ashton II CDD, Winter Haven, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2019

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME G. Douglas Robertson, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 954-629-8757
--	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblin conditions within Lake Ashton II CDD. The assessment noted any broken, sunken, and/or areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommend repair list. A Pavement Condition Index assessment was completed to score the condition of the road network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 200+ page report for the Lake Ashton II CDD.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II Pickleball Courts and Parking Lot, Winter Haven, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-2018	CONSTRUCTION <i>(If applicable)</i> 2018

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME G. Douglas Robertson, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 954-629-8757
--	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Serving as District Engineer for the Lake Ashton II Community Development District we have worked on numerous projects including the design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3		
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II Pond Repair, Winter Haven, Florida		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2015-2017</td> <td>CONSTRUCTION <i>(If applicable)</i> Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES 2015-2017	CONSTRUCTION <i>(If applicable)</i> Ongoing
PROFESSIONAL SERVICES 2015-2017	CONSTRUCTION <i>(If applicable)</i> Ongoing			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Jim Mecsics, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 703-282-9714
---	---	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Recommend and supervise maintenance and repairs to over 30 stormwater ponds as part of the Lake Ashton II CDD Master Surface Water Management System. Once repairs were completed, the project received a permit compliant certification from SWFWMD. Repairs included slope restoration and stabilization, vegetation removal, and repairs/ construction of multiple sidedrain filtration systems including filter fabric, filter media, perforated pipe repair and replacement, cleanout reconstruction and new installations of ballast to complete the system(s).

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 4		
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II SWFWMD Certifications, Winter Haven, Florida		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2019</td> <td>CONSTRUCTION <i>(If applicable)</i> Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> Ongoing
PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> Ongoing			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Jim Mecsics, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 703-282-9714
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Ongoing monitoring of Surface Water Management System as part of continued required SWFWMD certifications.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION <i>(City and State)</i> Lake Marie Water Line, Dundee, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> Pending

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Town of Dundee	b. POINT OF CONTACT NAME Tandra Davis, Town Manager	c. POINT OF CONTACT TELEPHONE NUMBER 863-438-8330
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Coordinated miscellaneous paving and drainage projects throughout Town. Coordinated with Town staff to discuss and permit the construction of 1,228 linear feet of 10" water line to replace an existing transite asbestos water line currently serving the Lake Marie Park, the Town Community Center, and adjacent residential neighborhoods.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 6		
21. TITLE AND LOCATION <i>(City and State)</i> Lime Avenue Drainage Investigation, Dundee, Florida		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2018 - Present</td> <td>CONSTRUCTION <i>(If applicable)</i> 2019 - Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES 2018 - Present	CONSTRUCTION <i>(If applicable)</i> 2019 - Ongoing
PROFESSIONAL SERVICES 2018 - Present	CONSTRUCTION <i>(If applicable)</i> 2019 - Ongoing			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Town of Dundee	b. POINT OF CONTACT NAME Deena Ware, Town Manager	c. POINT OF CONTACT TELEPHONE NUMBER 863-438-8330
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Surveyed the existing conditions in the affected areas including roadway, driveways, driveway culverts, swales, storm structures and other related features. Created a construction plan and design for remediating the conditions causing the flooding. This included driveway culvert maintenance, establishment of roadside swales with positive outfall, installation of new driveway culverts in areas where they do not currently exist, and other related improvements. Construction Phase services included staking, inspection, observation, as-built and record drawing preparation, and certifications of construction.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION <i>(City and State)</i> Pavement and Curblin Assessment and Inventory Lake Ashton II CDD, Winter Haven, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2020-Present

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lake Ashton I CDD	b. POINT OF CONTACT NAME Bob Plummer, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 260-820-0389
--	---	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblin conditions within Lake Ashton I CDD. The assessment noted any broken, sunken, and/or areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommend repair list. A Pavement Condition Index assessment was completed to score the condition of the road network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 500+ page report for the Lake Ashton I CDD.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 8
21. TITLE AND LOCATION <i>(City and State)</i> Dundee Paving RFP, Dundee, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2019

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Town of Dundee	b. POINT OF CONTACT NAME Tanda Davis, Town Manager	c. POINT OF CONTACT TELEPHONE NUMBER 863-438-8330
------------------------------------	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Assisted the Town with the writing of the RFP for milling and resurfacing approximately 3/4 miles of local and collector roadways inside the Town limits. Reviews and evaluated contractors bids and made recommendations for bid award. Worked with contractor during construction for scheduling coordination, reviewed pay requests, and provided post construction review of completed project.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION <i>(City and State)</i> Telecom, Temple Terrace, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017 to Present	CONSTRUCTION <i>(If applicable)</i> 2018 to 2019

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER JT Enterprises II	b. POINT OF CONTACT NAME Joe Taggart, Sr.	c. POINT OF CONTACT TELEPHONE NUMBER 813-230-6555
---------------------------------------	--	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Rayl Engineering and Surveying, LLC provided master infrastructure plan, permitting, and construction services to the 6 out parcel commercial development in Temple Terrace, Florida. Coordination with US Army Corps of Engineers, Department of Transportation, Hillsborough County, Department of Environmental Protection, City of Temple Terrace, and SWFWMD.

Rayl Engineering & Surveying also provided the following services:

1. Coordinate with the Client's Geotechnical consultant for the Master Plan/Mass Grading design.
2. Review extent of muck removal/unsuitable soils to be addressed during Master Plan/Mass Grading design.
3. Coordinate with the Client's Traffic consultant for the Fletcher Avenue and internal cross access connections.
4. Prepare Erosion Control and SWPP Plan as part of Construction plan set.
5. Prepare Drainage Calculations demonstrating compliance with previously established impervious surface thresholds in the existing master drainage system.
6. Prepare Master Site Plan/Preliminary Plat.
7. Prepare Master Grading and Master Drainage Plan.
8. Prepare cut/fill calculations, including any muck removal per recommendations of the Geotechnical consultant.
9. Prepare Master Utility Plans for extension of onsite sanitary sewer and potable water systems.
10. Submit for Construction Plan approval from the City of Temple Terrace
11. Submit for ERP approval (permit modification) from the Southwest Florida Water Management District.
12. Submit for a driveway connection permit from Hillsborough County for the Fletcher Avenue connection.
13. Submit for an FDEP potable water system permit through the Hillsborough County Health Department.
14. Submit for an FDEP wastewater system permit through the Hillsborough County EPC.
15. Provide responses to review comments in support of permit issuance.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION <i>(City and State)</i> Traditions, Dundee, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017 to 2018	CONSTRUCTION <i>(If applicable)</i> 2017 to 2018

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lennar and Traditions HOA	b. POINT OF CONTACT NAME Keith Malcuit	c. POINT OF CONTACT TELEPHONE NUMBER 813-414-3749
---	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Provided Due Diligence survey, assessment, and evaluation of infrastructure prior to the HOA taking ownership of those assets. Additionally, in cooperation with Traditions Environmental Consultant, provided engineering plans and permitting for the 1.28 acre Lake Ruby shoreline enhancement project.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
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G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>									
		1	2	3	4	5	6	7	8	9	10
Alan L. Rayl, PE, PSM	Principal in Charge / Project Manager	X	X	X	X	X	X	X	X	X	X

29. EXAMPLE PROJECTS KEY

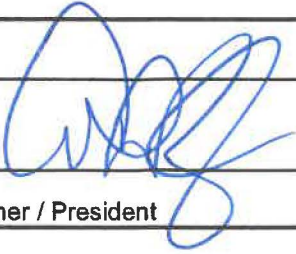
NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	LA II Pavement & Curblin Assessment	6	Lime Avenue Drainage
2	LA II Pickleball Courts and Parking Lot	7	Winnie Lane Town Homes
3	LA II Pond Repair	8	Dundee Paving
4	LA II SWFWMD Certifications	9	Telecom
5	Lake Marie Water Line	10	Traditions Dundee

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.
See RFQ Response.

I. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

10/3/21

33. NAME AND TITLE

Alan L. Rayl, Owner / President

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

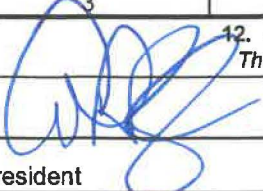
(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME Rayl Engineering and Surveying, LLC			3. YEAR ESTABLISHED 2009	4. UNIQUE ENTITY IDENTIFIER 27-0914050
2b. STREET 810 East Main Street			5. OWNERSHIP	
2c. CITY Bartow	2d. STATE FL	2e. ZIP CODE 33830	a. TYPE S Corporation	
6a. POINT OF CONTACT NAME AND TITLE Alan L. Rayl, Owner / President			b. SMALL BUSINESS STATUS N/A	
6b. TELEPHONE NUMBER 863-537-7901		6c. E-MAIL ADDRESS alan@rayleng.com		
8a. FORMER FIRM NAME(S) (If any)			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
12/38	Civil Engineer/Land Surveyor	1		C05	Multiple Examples	1
08	CADD Technician	1		C06	Multiple Examples	1
02	Administrative	2		C08	Multiple Examples	1
48	Project Manager	1		C16	Multiple Examples	1
12	Civil Engineer	1		H06	Multiple Examples	1
				H07	Multiple Examples	1
				H09	Multiple Examples	1
				H10	Multiple Examples	1
				H11	Multiple Examples	1
				I06	Multiple Examples	1
				L02	Multiple Examples	1
				O01	Multiple Examples	1
				P05	Multiple Examples	1
				P06	Multiple Examples	1
				S04	Multiple Examples	1
				S10	Multiple Examples	1
				S13	Multiple Examples	1
				T04	Multiple Examples	1
				W03	Multiple Examples	1
				W04	Multiple Examples	1
	Other Employees					
	Total	6				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	1	1. Less than \$100,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million
b. Non-Federal Work	3	2. \$100,000 to less than \$250,000	8. \$10 million to less than \$25 million	9. \$25 million to less than \$50 million	10. \$50 million or greater
c. Total Work	3	3. \$250,000 to less than \$500,000	4. \$500,000 to less than \$1 million	5. \$1 million to less than \$2 million	

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE 

b. DATE 10/8/21

c. NAME AND TITLE
Alan L. Rayl, Owner / President



Appendix D

Organizational Chart of Rayl Engineering & Surveying, LLC

Organizational Chart Of Rayl Engineering & Surveying, LLC



Alan L. Rayl, PE, PSM

Owner/Principal



Garrett Posten, EI
Project Engineer



Glenn Clover
Sr. Project Manager



Viviana Rosado
CAD Technician



Kavla Derrick
Office Mgr./Exec. Assistant



D'Lise Rayl
Executive Assistant

SECTION IX

REBATE REPORT

\$3,950,000

**Highland Meadows II
Community Development District
(City of Davenport, Polk County, Florida)**

**Special Assessment Bonds, Series 2017
(Assessment Area 4B/C Project)**

**Dated: September 29, 2017
Delivered: September 29, 2017**

**Rebate Report to the Computation Date
September 29, 2022
Reflecting Activity To
September 30, 2021**



AMTEC

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Summary of Computational Information and Definitions	5
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AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane
Avon, CT 06001
(T) 860-321-7521
(F) 860-321-7581

www.amteccorp.com

October 8, 2021

Highland Meadows II Community Development District
c/o Ms. Indhira Araujo
District Accountant
Governmental Management Services-CF, LLC
6200 Lee Vista Boulevard, Suite 300
Orlando, FL 32822

Re: \$3,950,000 Highland Meadows II Community Development District (City of Davenport,
Polk County, Florida), Special Assessment Bonds, Series 2017 (Assessment Area 4B/C Project)

Dear Ms. Araujo:

AMTEC has prepared certain computations relating to the above referenced bond issue (the "Bonds") at the request of the Highland Meadows II Community Development District (the "District")

The scope of our engagement consisted of preparing the computations shown in the attached schedules to determine the Rebatable Arbitrage as described in Section 103 of the Internal Revenue Code of 1954, Section 148(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and all applicable Regulations issued thereunder. The methodology used is consistent with current tax law and regulations and may be relied upon in determining the rebate liability. Certain computational methods used in the preparation of the schedules are described in the Summary of Computational Information and Definitions.

Our engagement was limited to the computation of Rebatable Arbitrage based upon the information furnished to us by the District. In accordance with the terms of our engagement, we did not audit the information provided to us, and we express no opinion as to the completeness, accuracy or suitability of such information for purposes of calculating the Rebatable Arbitrage.

We have scheduled the next Report as of September 30, 2022. Thank you and should you have any questions, please do not hesitate to contact us.

Very truly yours,

Michael J. Scarfo
Senior Vice President

SUMMARY OF REBATE COMPUTATIONS

Our computations, contained in the attached schedules, are summarized as follows:

For the September 29, 2022 Computation Date
Reflecting Activity from September 29, 2017 through September 30, 2021

Fund Description	Taxable Inv Yield	Net Income	Rebatable Arbitrage
Acquisition & Construction Fund	0.994460%	17,037.69	(80,914.75)
Debt Service Reserve Fund	1.025586%	4,538.14	(19,370.70)
Capitalized Interest Fund	1.103891%	1,871.83	(7,743.68)
Cost of Issuance Fund	0.818687%	25.78	(156.57)
Totals	1.008051%	\$23,473.44	\$(108,185.70)
Bond Yield	4.826719%		
Rebate Computation Credits			(7,856.54)
Net Rebatable Arbitrage			\$(116,042.24)

Based upon our computations, no rebate liability exists.

SUMMARY OF COMPUTATIONAL INFORMATION AND DEFINITIONS

COMPUTATIONAL INFORMATION

1. For purposes of computing Rebatable Arbitrage, investment activity is reflected from September 29, 2017, the date of the closing, to September 30, 2021, the Computation Period. All nonpurpose payments and receipts are future valued to the Computation Date of September 29, 2022.
2. Computations of yield are based on a 360-day year and semiannual compounding on the last day of each compounding interval. Compounding intervals end on a day in the calendar year corresponding to Bond maturity dates or six months prior.
3. For investment cash flow, debt service and yield computation purposes, all payments and receipts are assumed to be paid or received respectively, as shown on the attached schedules.
4. Purchase prices on investments are assumed to be at fair market value, representing an arm's length transaction.
5. During the period between September 29, 2017 and September 30, 2021, the District made periodic payments into the Debt Service Fund that were used, along with the interest earned, to provide the required debt service payments.

Under Section 148(f)(4)(A), the rebate requirement does not apply to amounts in certain bona fide debt service funds. The Regulations define a bona fide debt service fund as one that is used primarily to achieve a proper matching of revenues with principal and interest payments within each bond year. The fund must be depleted at least once each bond year, except for a reasonable carryover amount not to exceed the greater of the earnings on the fund for the immediately preceding bond year or 1/12th of the principal and interest payments on the issue for the immediately preceding bond year.

We have reviewed the Debt Service Fund and have determined that the funds deposited have functioned as a bona fide debt service fund and are not subject to the rebate requirement.

DEFINITIONS

6. Computation Date

September 29, 2022.

7. Computation Period

The period beginning on September 29, 2017, the date of the closing, and ending on September 30, 2021.

8. Bond Year

Each one-year period (or shorter period from the date of issue) that ends at the close of business on the day in the calendar year that is selected by the Issuer. If no day is selected by the Issuer before the earlier of the final maturity date of the issue or the date that is five years after the date of issue, each bond year ends at the close of business on the anniversary date of the issuance.

9. Bond Yield

The discount rate that, when used in computing the present value of all the unconditionally payable payments of principal and interest with respect to the Bonds, produces an amount equal to the present value of the issue price of the Bonds. Present value is computed as of the date of issue of the Bonds.

10. Taxable Investment Yield

The discount rate that, when used in computing the present value of all receipts of principal and interest to be received on an investment during the Computation Period, produces an amount equal to the fair market value of the investment at the time it became a nonpurpose investment.

11. Issue Price

The price determined on the basis of the initial offering price at which price a substantial amount of the Bonds was sold.

12. Rebatable Arbitrage

The Code defines the required rebate as the excess of the amount earned on all nonpurpose investments over the amount that would have been earned if such nonpurpose investments were invested at the Bond Yield, plus any income attributable to the excess. Accordingly, the Regulations require that this amount be computed as the excess of the future value of all the nonpurpose receipts over the future value of all the nonpurpose payments. The future value is computed as of the Computation Date using the Bond Yield.

13. Funds and Accounts

The Funds and Accounts activity used in the compilation of this Report was received from the District and US Bank, Trustee, as follows:

Fund / Account	Account Number
Revenue	238445000
Acquisition & Construction	238445001
Cost of Issuance	238445002
Capitalized Interest Fund	238445004
Interest	238445003
Sinking	238445005
Prepayment	238445007
Debt Service Reserve	238445006
General	238445008

METHODOLOGY

Bond Yield

The methodology used to calculate the bond yield was to determine the discount rate that produces the present value of all payments of principal and interest through the maturity date of the Bonds.

Investment Yield and Rebate Amount

The methodology used to calculate the Rebateable Arbitrage, as of September 30, 2021, was to calculate the future value of the disbursements from all funds, subject to rebate, and the value of the remaining bond proceeds, at the yield on the Bonds, to September 29, 2022. This figure was then compared to the future value of the deposit of bond proceeds into the various investment accounts at the same yield. The difference between the future values of the two cash flows, on September 29, 2022, is the Rebateable Arbitrage.

\$3,950,000
Highland Meadows II Community Development District
(City of Davenport, Polk County, Florida)
Special Assessment Bonds, Series 2017
(Assessment Area 4B/C Project)
Delivered: September 29, 2017

Sources of Funds	
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Par Amount	\$3,950,000.00
Total	\$3,950,000.00

Uses of Funds	
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Acquisition & Construction Fund	\$3,381,393.74
Debt Service Reserve Fund	127,487.50
Capitalized Interest Fund	201,818.76
Cost of Issuance Fund	160,300.00
Underwriter's Discount	79,000.00
Total	\$3,950,000.00

PROOF OF ARBITRAGE YIELD

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)

Date	Debt Service	Present Value to 09/29/2017 @ 4.8267188313%
05/01/2018	109,146.88	106,123.98
11/01/2018	92,671.88	87,981.95
05/01/2019	92,671.88	85,908.66
11/01/2019	157,671.88	142,720.59
05/01/2020	91,534.38	80,902.14
11/01/2020	161,534.38	139,406.85
05/01/2021	90,309.38	76,101.88
11/01/2021	160,309.38	131,906.09
05/01/2022	89,084.38	71,573.27
11/01/2022	164,084.38	128,724.12
05/01/2023	87,771.88	67,234.39
11/01/2023	162,771.88	121,747.16
05/01/2024	86,459.38	63,144.42
11/01/2024	166,459.38	118,706.51
05/01/2025	84,809.38	59,054.57
11/01/2025	169,809.38	115,455.52
05/01/2026	83,056.25	55,140.25
11/01/2026	168,056.25	108,941.78
05/01/2027	81,303.13	51,462.45
11/01/2027	171,303.13	105,874.62
05/01/2028	79,446.88	47,945.39
11/01/2028	174,446.88	102,796.08
05/01/2029	77,487.50	44,584.96
11/01/2029	177,487.50	99,716.70
05/01/2030	75,112.50	41,205.55
11/01/2030	175,112.50	93,800.26
05/01/2031	72,737.50	38,044.22
11/01/2031	177,737.50	90,772.18
05/01/2032	70,243.75	35,028.76
11/01/2032	180,243.75	87,764.86
05/01/2033	67,631.25	32,155.20
11/01/2033	182,631.25	84,785.64
05/01/2034	64,900.00	29,419.50
11/01/2034	189,900.00	84,054.11
05/01/2035	61,931.25	26,766.23
11/01/2035	191,931.25	80,996.54
05/01/2036	58,843.75	24,247.36
11/01/2036	193,843.75	77,993.67
05/01/2037	55,637.50	21,858.41
11/01/2037	195,637.50	75,049.26
05/01/2038	52,312.50	19,594.91
11/01/2038	202,312.50	73,995.25
05/01/2039	48,750.00	17,410.01
11/01/2039	203,750.00	71,050.23
05/01/2040	44,875.00	15,279.73
11/01/2040	204,875.00	68,115.14
05/01/2041	40,875.00	13,269.54
11/01/2041	210,875.00	66,844.63
05/01/2042	36,625.00	11,336.07
11/01/2042	216,625.00	65,469.16
05/01/2043	32,125.00	9,480.14
11/01/2043	222,125.00	64,004.78
05/01/2044	27,375.00	7,702.16
11/01/2044	227,375.00	62,466.11
05/01/2045	22,375.00	6,002.17
11/01/2045	227,375.00	59,556.79
05/01/2046	17,250.00	4,411.85
11/01/2046	237,250.00	59,249.07

PROOF OF ARBITRAGE YIELD

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)

Date	Debt Service	Present Value to 09/29/2017 @ 4.8267188313%
05/01/2047	11,750.00	2,865.21
11/01/2047	241,750.00	57,561.03
05/01/2048	6,000.00	1,394.94
11/01/2048	246,000.00	55,844.96
	7,774,387.60	3,950,000.00

Proceeds Summary

Delivery date	09/29/2017
Par Value	3,950,000.00
Target for yield calculation	3,950,000.00

BOND DEBT SERVICE

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
09/29/2017					
05/01/2018			109,146.88	109,146.88	
11/01/2018			92,671.88	92,671.88	201,818.76
05/01/2019			92,671.88	92,671.88	
11/01/2019	65,000	3.500%	92,671.88	157,671.88	250,343.76
05/01/2020			91,534.38	91,534.38	
11/01/2020	70,000	3.500%	91,534.38	161,534.38	253,068.76
05/01/2021			90,309.38	90,309.38	
11/01/2021	70,000	3.500%	90,309.38	160,309.38	250,618.76
05/01/2022			89,084.38	89,084.38	
11/01/2022	75,000	3.500%	89,084.38	164,084.38	253,168.76
05/01/2023			87,771.88	87,771.88	
11/01/2023	75,000	3.500%	87,771.88	162,771.88	250,543.76
05/01/2024			86,459.38	86,459.38	
11/01/2024	80,000	4.125%	86,459.38	166,459.38	252,918.76
05/01/2025			84,809.38	84,809.38	
11/01/2025	85,000	4.125%	84,809.38	169,809.38	254,618.76
05/01/2026			83,056.25	83,056.25	
11/01/2026	85,000	4.125%	83,056.25	168,056.25	251,112.50
05/01/2027			81,303.13	81,303.13	
11/01/2027	90,000	4.125%	81,303.13	171,303.13	252,606.26
05/01/2028			79,446.88	79,446.88	
11/01/2028	95,000	4.125%	79,446.88	174,446.88	253,893.76
05/01/2029			77,487.50	77,487.50	
11/01/2029	100,000	4.750%	77,487.50	177,487.50	254,975.00
05/01/2030			75,112.50	75,112.50	
11/01/2030	100,000	4.750%	75,112.50	175,112.50	250,225.00
05/01/2031			72,737.50	72,737.50	
11/01/2031	105,000	4.750%	72,737.50	177,737.50	250,475.00
05/01/2032			70,243.75	70,243.75	
11/01/2032	110,000	4.750%	70,243.75	180,243.75	250,487.50
05/01/2033			67,631.25	67,631.25	
11/01/2033	115,000	4.750%	67,631.25	182,631.25	250,262.50
05/01/2034			64,900.00	64,900.00	
11/01/2034	125,000	4.750%	64,900.00	189,900.00	254,800.00
05/01/2035			61,931.25	61,931.25	
11/01/2035	130,000	4.750%	61,931.25	191,931.25	253,862.50
05/01/2036			58,843.75	58,843.75	
11/01/2036	135,000	4.750%	58,843.75	193,843.75	252,687.50
05/01/2037			55,637.50	55,637.50	
11/01/2037	140,000	4.750%	55,637.50	195,637.50	251,275.00
05/01/2038			52,312.50	52,312.50	
11/01/2038	150,000	4.750%	52,312.50	202,312.50	254,625.00
05/01/2039			48,750.00	48,750.00	
11/01/2039	155,000	5.000%	48,750.00	203,750.00	252,500.00
05/01/2040			44,875.00	44,875.00	
11/01/2040	160,000	5.000%	44,875.00	204,875.00	249,750.00
05/01/2041			40,875.00	40,875.00	
11/01/2041	170,000	5.000%	40,875.00	210,875.00	251,750.00
05/01/2042			36,625.00	36,625.00	
11/01/2042	180,000	5.000%	36,625.00	216,625.00	253,250.00
05/01/2043			32,125.00	32,125.00	
11/01/2043	190,000	5.000%	32,125.00	222,125.00	254,250.00
05/01/2044			27,375.00	27,375.00	
11/01/2044	200,000	5.000%	27,375.00	227,375.00	254,750.00
05/01/2045			22,375.00	22,375.00	
11/01/2045	205,000	5.000%	22,375.00	227,375.00	249,750.00
05/01/2046			17,250.00	17,250.00	
11/01/2046	220,000	5.000%	17,250.00	237,250.00	254,500.00

BOND DEBT SERVICE

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
05/01/2047			11,750.00	11,750.00	
11/01/2047	230,000	5.000%	11,750.00	241,750.00	253,500.00
05/01/2048			6,000.00	6,000.00	
11/01/2048	240,000	5.000%	6,000.00	246,000.00	252,000.00
	3,950,000		3,824,387.60	7,774,387.60	7,774,387.60

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Acquisition & Construction Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
09/29/17	Beg Bal	-3,381,393.74	-4,292,021.29
10/30/17		888,608.70	1,123,292.98
11/17/17		231.00	291.35
11/21/17		9,925.77	12,512.34
11/21/17		34,930.98	44,033.68
12/07/17		4,927.47	6,198.37
12/07/17		71,840.32	90,369.50
12/07/17		151,965.99	191,161.32
01/10/18		44,810.11	56,121.71
01/10/18		81,034.96	101,490.95
01/18/18		948.50	1,186.68
03/02/18		16,542.97	20,576.74
03/02/18		20,025.91	24,908.94
03/02/18		25,455.37	31,662.30
03/09/18		8,729.85	10,848.43
03/09/18		55,263.71	68,675.26
03/09/18		246,436.34	306,242.17
04/20/18		2,573.01	3,180.11
04/20/18		3,453.00	4,267.74
04/23/18		195,991.76	242,139.95
05/08/18		841.50	1,037.58
05/08/18		312,734.06	385,603.32
07/12/18		57,514.98	70,317.63
07/12/18		1,200.00	1,467.12
07/23/18		121,720.59	148,598.48
07/23/18		21,651.10	26,432.02
07/23/18		165,410.00	201,935.23
08/03/18		265,722.36	323,968.70
08/03/18		19,950.00	24,323.04
08/03/18		99.26	121.02
08/03/18		235,693.10	287,357.03
08/03/18		5,560.00	6,778.75
08/03/18		6,732.00	8,207.65
08/07/18		3,327.50	4,054.74
08/09/18		33,876.00	41,268.80
08/10/18		4,000.00	4,872.28
08/10/18		269.50	328.27
08/27/18		525.00	638.05
09/04/18		1,000.00	1,214.20
09/17/18		71,418.00	86,566.73
09/24/18		225.00	272.47
09/28/18		-150,300.00	-181,915.38
10/02/18		1,292.50	1,563.55
10/02/18		5,190.00	6,278.38
10/09/18		71,590.60	86,523.39
10/16/18		71,500.36	86,334.23
10/16/18		269.50	325.41

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Acquisition & Construction Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
10/25/18		112,075.71	135,166.31
10/25/18		8,604.76	10,377.57
10/25/18		12,686.32	15,300.04
10/29/18		225.00	271.21
11/14/18		31,136.77	37,457.37
12/27/18		1,543.50	1,846.27
12/27/18		21,095.00	25,233.02
12/27/18		196.00	234.45
02/13/19		17,213.00	20,464.42
02/25/19		934.01	1,108.67
09/30/20		12.73	14.00

09/29/22	TOTALS:	17,037.69	-80,914.75

ISSUE DATE:	09/29/17	REBATABLE ARBITRAGE:	-80,914.75
COMP DATE:	09/29/22	NET INCOME:	17,037.69
BOND YIELD:	4.826719%	TAX INV YIELD:	0.994460%

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Debt Service Reserve Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
09/29/17	Beg Bal	-127,487.50	-161,820.57
10/03/17		4.37	5.54
11/02/17		68.87	87.04
12/04/17		72.41	91.12
01/03/18		88.56	111.02
02/02/18		101.06	126.20
03/02/18		93.89	116.78
04/03/18		122.10	151.25
05/02/18		131.35	162.08
06/04/18		140.76	172.96
07/03/18		147.43	180.46
08/02/18		160.42	195.61
09/05/18		164.63	199.87
10/02/18		166.88	201.88
11/02/18		192.02	231.37
12/04/18		191.67	229.97
01/03/19		208.22	248.87
02/04/19		218.92	260.58
03/04/19		195.81	232.15
04/02/19		218.85	258.51
05/01/19		4,112.50	4,839.06
05/02/19		213.13	250.75
06/04/19		209.96	245.98
07/02/19		198.57	231.77
08/01/19		2,075.00	2,412.65
08/02/19		203.34	236.40
09/04/19		177.56	205.55
10/02/19		168.61	194.47
11/01/19		5,425.00	6,233.02
11/04/19		151.27	173.73
12/03/19		123.41	141.19
01/03/20		121.12	138.02
02/03/20		250.00	283.76
02/04/20		117.67	133.54
03/03/20		109.54	123.84
04/02/20		47.69	53.71
05/01/20		5,868.75	6,583.96
05/04/20		0.58	0.65
06/02/20		0.56	0.63
07/02/20		0.54	0.60
08/03/20		10,631.25	11,782.37
08/04/20		0.56	0.62
09/02/20		0.51	0.56
09/21/20		15,000.00	16,518.78
10/02/20		0.46	0.51
11/03/20		0.43	0.47
12/02/20		0.42	0.46

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Debt Service Reserve Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
01/05/21		0.43	0.47
02/01/21		4,987.50	5,398.71
02/02/21		0.43	0.47
03/02/21		0.36	0.39
04/02/21		0.40	0.43
05/03/21		206.25	220.55
05/04/21		0.39	0.42
06/02/21		0.40	0.43
07/02/21		0.39	0.41
08/03/21		0.40	0.42
09/02/21		0.40	0.42
09/30/21	DSRF Balance	78,931.25	82,776.04
09/30/21	DSRF Accrual	0.39	0.41

09/29/22	TOTALS:	4,538.14	-19,370.70

ISSUE DATE: 09/29/17 REBATABLE ARBITRAGE: -19,370.70
 COMP DATE: 09/29/22 NET INCOME: 4,538.14
 BOND YIELD: 4.826719% TAX INV YIELD: 1.025586%

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Capitalized Interest Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
09/29/17	Beg Bal	-201,818.76	-256,169.64
05/01/18		109,146.88	134,703.74
11/01/18		87,181.06	105,059.15
05/01/19		7,350.24	8,648.82
11/01/19		12.39	14.24
02/03/20		0.02	0.02

09/29/22	TOTALS:	1,871.83	-7,743.68

ISSUE DATE:	09/29/17	REBATABLE ARBITRAGE:	-7,743.68
COMP DATE:	09/29/22	NET INCOME:	1,871.83
BOND YIELD:	4.826719%	TAX INV YIELD:	1.103891%

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Cost of Issuance Fund

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
09/29/17	Beg Bal	-160,300.00	-203,469.65
09/29/17		5,000.00	6,346.53
09/29/17		40,000.00	50,772.22
09/29/17		42,000.00	53,310.83
09/29/17		38,000.00	48,233.60
10/02/17		4,476.96	5,680.37
10/02/17		23,000.00	29,182.42
10/11/17		1,750.00	2,217.76
10/30/17		608.00	768.57
04/04/18		5,490.82	6,800.78

09/29/22	TOTALS:	25.78	-156.57

ISSUE DATE:	09/29/17	REBATABLE ARBITRAGE:	-156.57
COMP DATE:	09/29/22	NET INCOME:	25.78
BOND YIELD:	4.826719%	TAX INV YIELD:	0.818687%

\$3,950,000
 Highland Meadows II Community Development District
 (City of Davenport, Polk County, Florida)
 Special Assessment Bonds, Series 2017
 (Assessment Area 4B/C Project)
 Rebate Computation Credits

ARBITRAGE REBATE CALCULATION
 DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.826719%)
09/29/18		-1,700.00	-2,057.32
09/29/19		-1,730.00	-1,996.12
09/29/20		-1,760.00	-1,936.15
09/29/21		-1,780.00	-1,866.95

09/29/22	TOTALS:	-6,970.00	-7,856.54

ISSUE DATE: 09/29/17 REBATABLE ARBITRAGE: -7,856.54
 COMP DATE: 09/29/22
 BOND YIELD: 4.826719%

SECTION X

SECTION C

Highland Meadows II

Field Management Report



October 12, 2021

Clayton Smith

Field Services Manager

GMS

Completed

Amenity Review

- ✚ Weekly site reviews were completed.
- ✚ Replaced a broken bracket at phase 7 playground and remounted ship wheel.
- ✚ Fixed and adjusted vandalized soccer/dog park fence gate.



Completed

Landscape Review and General Maint.

- ✚ General pressure washing completed of entrance signs, perimeter walls, and select fences.
- ✚ Monitor and following up with landscaper on open approved proposals.
- ✚ Fixed a washout under the sidewalk at the Grove at Highland Meadows.
- ✚ Fixed a loose light and reset the timer at one entrance.



In Progress

Signage review

- ✚ Review and scheduling of traffic signage relocations throughout the district.



Upcoming

Phase 3 Common area seating

- Options and proposals are being assembled for phase 3 common tract.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at csmith@gmscfl.com. Thank you.

Respectfully,
Clayton Smith

SECTION 1

Proposal #120



Governmental Management Services

Maintenance
Services

Bill To/District: Highland Meadows II CDD	Prepared By: Governmental Management Services, LLC 219 E. Livingston Street Orlando, FL 32801
Job name and Description	
<u>Highland Meadows II – Curb Painting</u>	
- Proposal is for painting 1 section of end cap or curb (Approximately 30ft). Yellow paint will have reflective glass powder applied for	

Qty	Description	Unit Price	Line Total
	Labor & Mobilization		\$384
	Materials		\$269.10
		Total Due:	\$653.10

SECTION 2

*Items will be
provided under
separate cover.*

SECTION D

SECTION 1

Highland Meadows II

Community Development District

Summary of Invoices

September 15, 2021 to October, 2021

Fund	Date	Check No.'s	Amount
General Fund	9/16/21	683	\$ 18,182.00
	9/21/21	684	\$ 22,302.92
	9/28/21	685	\$ 117.52
	10/1/21	686	\$ 3,911.39
Total			\$ 44,513.83

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/16/21	00012	9/10/21 14248	202109 300-15500-10000 FY22 INSURANCE POLICY	EGIS INSURANCE ADVISORS, LLC	*	18,182.00	18,182.00 000683
9/21/21	00045	8/04/21 4651823	202108 300-15500-10000 FY22 ADMI 1% DEBT ADMI FEE	POLK COUNTY PROPERTY APPRAISER	*	13,144.51	
		8/04/21 4651846	202108 300-15500-10000 FY22 ADMI 1% O&M ADMI FEE	POLK COUNTY PROPERTY APPRAISER	*	9,158.41	22,302.92 000684
9/28/21	00100	9/20/21 31114	202109 320-53800-49000 CITY OF HAINES CITY	CITY OF HAINES CITY	*	117.52	117.52 000685
10/01/21	00101	8/18/21 08182021	202108 330-53800-48200 DEPOSIT-CABANA EQUIPMENT	EIDE INDUSTRIES INC.	*	3,911.39	3,911.39 000686
TOTAL FOR BANK A						44,513.83	
TOTAL FOR REGISTER						44,513.83	

SECTION 2

Highland Meadows II
Community Development District

Unaudited Financial Reporting
September 30, 2021



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5	<u>Combined Debt Service Income Statement</u>
6	<u>Combined Capital Projects Income Statement</u>
7-8	<u>Month to Month</u>
9	<u>Assessment Receipt Schedule</u>

Highland Meadows II
Community Development District
Combined Balance Sheet
September 30, 2021

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Projects Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating - Suntrust	\$ 292,033	\$ 250,267	\$ -	\$ -	\$ 542,300
Prepaid Expenses	\$ 40,485	\$ -	\$ -	\$ -	\$ 40,485
Deposits	\$ 2,028	\$ -	\$ -	\$ -	\$ 2,028
Investments:					
State Board Administration	\$ 150,054	\$ -	\$ -	\$ -	\$ 150,054
<u>Area 1</u>					
Revenue	\$ -	\$ -	\$ 47,758	\$ -	\$ 47,758
Reserve	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
<u>Area 2</u>					
Revenue	\$ -	\$ -	\$ 77,199	\$ -	\$ 77,199
Reserve	\$ -	\$ -	\$ 55,166	\$ -	\$ 55,166
<u>Area 3</u>					
Revenue	\$ -	\$ -	\$ 145,824	\$ -	\$ 145,824
Reserve	\$ -	\$ -	\$ 86,762	\$ -	\$ 86,762
Prepayment	\$ -	\$ -	\$ 150	\$ -	\$ 150
General Redemption	\$ -	\$ -	\$ 768	\$ -	\$ 768
<u>Area 4</u>					
Revenue	\$ -	\$ -	\$ 45,268	\$ -	\$ 45,268
Reserve	\$ -	\$ -	\$ 50,879	\$ -	\$ 50,879
Prepayment	\$ -	\$ -	\$ 150	\$ -	\$ 150
General Redemption	\$ -	\$ -	\$ 7	\$ -	\$ 7
<u>Area 5</u>					
Revenue	\$ -	\$ -	\$ 233,069	\$ -	\$ 233,069
Reserve	\$ -	\$ -	\$ 145,098	\$ -	\$ 145,098
Prepayment	\$ -	\$ -	\$ 555	\$ -	\$ 555
Construction	\$ -	\$ -	\$ -	\$ 6	\$ 6
Deposits	\$ -	\$ -	\$ -	\$ 1,113	\$ 1,113
General	\$ -	\$ -	\$ 4	\$ -	\$ 4
<u>Area 6</u>					
Revenue	\$ -	\$ -	\$ 84,890	\$ -	\$ 84,890
Reserve	\$ -	\$ -	\$ 61,939	\$ -	\$ 61,939
Prepayment	\$ -	\$ -	\$ 221	\$ -	\$ 221
<u>Area 4Bc</u>					
Revenue	\$ -	\$ -	\$ 133,839	\$ -	\$ 133,839
Reserve	\$ -	\$ -	\$ 78,931	\$ -	\$ 78,931
Prepayment	\$ -	\$ -	\$ 208	\$ -	\$ 208
<u>Area 7/7A</u>					
Revenue	\$ -	\$ -	\$ 211,513	\$ -	\$ 211,513
Reserve	\$ -	\$ -	\$ 139,714	\$ -	\$ 139,714
Prepayment	\$ -	\$ -	\$ 275,462	\$ -	\$ 275,462
Construction	\$ -	\$ -	\$ -	\$ 586,471	\$ 586,471
Total Assets	\$ 484,600	\$ 250,267	\$ 2,015,373	\$ 587,590	\$ 3,337,830
Liabilities:					
Accounts Payable	\$ 60,764	\$ -	\$ -	\$ -	\$ 60,764
Total Liabilities	\$ 60,764	\$ -	\$ -	\$ -	\$ 60,764
Fund Balances:					
Unassigned	\$ 423,836	\$ 250,267	\$ -	\$ -	\$ 674,103
Assigned for Debt Service	\$ -	\$ -	\$ 2,015,373	\$ -	\$ 2,015,373
Assigned for Capital Projects	\$ -	\$ -	\$ -	\$ 587,590	\$ 587,590
Total Fund Balances	\$ 423,836	\$ 250,267	\$ 2,015,373	\$ 587,590	\$ 3,277,066
Total Liabilities & Fund Balances	\$ 484,600	\$ 250,267	\$ 2,015,373	\$ 587,590	\$ 3,337,830

Highland Meadows II

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending September 30, 2021

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/21	Thru 09/30/21	Variance
Revenues:				
On Roll Assessments	\$ 860,299	\$ 860,299	\$ 863,215	\$ 2,916
Interest Income	\$ -	\$ -	\$ 54	\$ 54
Boundary Amendment Contributions	\$ -	\$ -	\$ 563	\$ 563
Other Income	\$ -	\$ -	\$ 7,278	\$ 7,278
Total Revenues	\$ 860,299	\$ 860,299	\$ 871,109	\$ 10,810
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 12,000	\$ 7,000	\$ 5,000
Public Official Insurance	\$ 2,416	\$ 2,416	\$ 2,692	\$ (276)
Trustee Services	\$ 25,000	\$ 25,000	\$ 20,623	\$ 4,377
District Management Fees	\$ 35,000	\$ 35,000	\$ 35,000	\$ (0)
Engineering	\$ 6,000	\$ 6,000	\$ -	\$ 6,000
Dissemination Agent	\$ 7,000	\$ 7,000	\$ 8,100	\$ (1,100)
Arbitrage	\$ 1,800	\$ 1,800	\$ 9,900	\$ (8,100)
Property Appraiser	\$ 21,514	\$ 21,514	\$ 22,303	\$ (789)
District Counsel	\$ 25,000	\$ 25,000	\$ 26,756	\$ (1,756)
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Audit Fees	\$ 3,685	\$ 3,685	\$ 3,685	\$ -
Travel Per Diem	\$ 500	\$ 500	\$ -	\$ 500
Telephone	\$ 100	\$ 100	\$ -	\$ 100
Postage & Shipping	\$ 1,000	\$ 1,000	\$ 551	\$ 449
Printing & Binding	\$ 1,000	\$ 1,000	\$ 53	\$ 947
Office Supplies	\$ 500	\$ 500	\$ 154	\$ 346
Legal Advertising	\$ 7,500	\$ 7,500	\$ 5,315	\$ 2,185
Miscellaneous	\$ 5,000	\$ 5,000	\$ 1,589	\$ 3,411
Website Maintenance	\$ 2,350	\$ 2,350	\$ 2,350	\$ 0
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Boundary Amendment	\$ -	\$ -	\$ 563	\$ (563)
Total General & Administrative:	\$ 162,540	\$ 162,540	\$ 151,808	\$ 10,732

Highland Meadows II

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending September 30, 2021

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/21	Thru 09/30/21	Variance
<i>Field Expenses</i>				
Field Management	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
General Insurance	\$ 2,725	\$ 2,725	\$ 2,726	\$ (1)
Irrigation	\$ 16,000	\$ 16,000	\$ 3,952	\$ 12,048
General Repairs & Maintenance	\$ 5,000	\$ 5,000	\$ 7,473	\$ (2,473)
Landscape Maintenance	\$ 212,000	\$ 212,000	\$ 179,917	\$ 32,083
Landscape Replacement & Tree/Palm	\$ 75,230	\$ 75,230	\$ 71,193	\$ 4,037
Fertilization	\$ 36,000	\$ 36,000	\$ 27,229	\$ 8,771
Contingency	\$ 10,000	\$ 10,000	\$ 8,523	\$ 1,477
Streetlights	\$ 60,000	\$ 60,000	\$ 38,077	\$ 21,923
Sidewalk & Asphalt Maintenance	\$ 6,000	\$ 6,000	\$ 3,480	\$ 2,520
Total Field Expenses:	\$ 437,955	\$ 437,955	\$ 357,570	\$ 80,385
<i>Cabana & Pool Expenses</i>				
Security	\$ 35,000	\$ 35,000	\$ 13,436	\$ 21,565
Contingency	\$ 12,500	\$ 12,500	\$ 10,458	\$ 2,042
Electric	\$ 25,000	\$ 25,000	\$ 28,181	\$ (3,181)
Internet	\$ 3,000	\$ 3,000	\$ 1,159	\$ 1,841
Property & Casualty Insurance	\$ 15,000	\$ 15,000	\$ 12,240	\$ 2,760
Pest Control	\$ 828	\$ 828	\$ 759	\$ 70
Amenity Repair & Maintenance	\$ 10,000	\$ 10,000	\$ 13,753	\$ (3,753)
Swimming Pools	\$ 19,500	\$ 19,500	\$ 19,030	\$ 470
Playground Lease	\$ 15,256	\$ 15,256	\$ 13,980	\$ 1,276
Janitorial - Pool	\$ 17,400	\$ 17,400	\$ 7,934	\$ 9,466
Water & Sewer	\$ 7,500	\$ 7,500	\$ 6,132	\$ 1,368
Total Cabana & Pool Expenses	\$ 160,984	\$ 160,984	\$ 127,063	\$ 33,921
Total Expenditures	\$ 761,479	\$ 761,479	\$ 636,441	\$ 125,038
Transfer In (Out)	\$ (98,820)	\$ (98,820)	\$ (250,500)	\$ (151,680)
Total Other Financing Sources (Uses)	\$ (98,820)	\$ (98,820)	\$ (250,500)	\$ (151,680)
Excess Revenues (Expenditures)	\$ -		\$ (15,832)	
Fund Balance - Beginning	\$ -		\$ 439,668	
Fund Balance - Ending	\$ -		\$ 423,836	

Highland Meadows II

Community Development District

Capital Reserve

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending September 30, 2021

	Adopted	Prorated Budget	Actual	Variance
	Budget	Thru 09/30/21	Thru 09/30/21	
Revenues:				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
<i>General & Administrative:</i>				
Miscellaneous	\$ -	\$ -	\$ 233	\$ (233)
Total Expenditures	\$ -	\$ -	\$ 233	\$ (233)
Transfer In (Out)	\$ 98,820	\$ 98,820	\$ 250,500	\$ 151,680
Total Other Financing Sources (Uses)	\$ 98,820	\$ 98,820	\$ 250,500	\$ 151,680
Excess Revenues (Expenditures)	\$ 98,820		\$ 250,267	
Fund Balance - Beginning	\$ 13,811		\$ -	
Fund Balance - Ending	\$ 112,631		\$ 250,267	

Highland Meadows II
Community Development District
Debt Service Funds

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2021

Description	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6	Area 4BC	Area 7/7A	Total
Revenues									
<i>Interest Income:</i>									
Revenue	\$ 2	\$ 4	\$ 8	\$ 3	\$ 11	\$ 4	\$ 7	\$ 7	\$ 46
Reserve	\$ 8	\$ 3	\$ 5	\$ 3	\$ 9	\$ 4	\$ 5	\$ 10	\$ 47
Prepayment	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ 1	\$ 26	\$ 28
Capitalized Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1
<i>Assessments:</i>									
Tax Collector	\$ 67,535	\$ 99,471	\$ 178,316	\$ 104,054	\$ 296,210	\$ 127,336	\$ 159,969	\$ 205,815	\$ 1,238,706
Prepayments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,705,416	\$ 1,705,416
Lot Closings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,354	\$ 119,354
Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13	\$ -	\$ 13
Total Revenues	\$ 67,546	\$ 99,478	\$ 178,330	\$ 104,060	\$ 296,230	\$ 127,344	\$ 159,995	\$ 2,030,629	\$ 3,063,611
Expenses									
Interest - 11/1	\$ 25,494	\$ 34,400	\$ 65,784	\$ 38,278	\$ 109,631	\$ 46,238	\$ 60,244	\$ 120,029	\$ 500,098
Principal - 11/1	\$ 15,000	\$ 25,000	\$ 40,000	\$ 25,000	\$ 70,000	\$ 30,000	\$ 60,000	\$ -	\$ 265,000
Special Call- 11/1	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ 5,000	\$ 145,000	\$ 530,000	\$ 720,000
Interest - 2/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59	\$ 4,943	\$ 5,002
Special Call- 2/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 475,000	\$ 480,000
Interest - 5/1	\$ 24,925	\$ 33,622	\$ 65,634	\$ 38,128	\$ 107,625	\$ 45,466	\$ 55,625	\$ 99,096	\$ 470,121
Special Call- 5/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ 165,000
Interest - 8/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,678	\$ 8,678
Special Call - 8/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 830,000	\$ 830,000
Total Expenses	\$ 70,419	\$ 98,022	\$ 176,419	\$ 106,406	\$ 307,256	\$ 126,703	\$ 325,928	\$ 2,232,746	\$ 3,443,899
Excess Revenues (Expenses)	\$ (2,873)	\$ 1,456	\$ 1,911	\$ (2,346)	\$ (11,026)	\$ 641	\$ (165,933)	\$ (202,117)	\$ (380,288)
Beginning Fund Balance	\$ 190,631	\$ 130,908	\$ 231,593	\$ 98,650	\$ 389,752	\$ 146,409	\$ 378,911	\$ 828,807	\$ 2,395,661
Ending Fund Balance	\$ 187,758	\$ 132,364	\$ 233,504	\$ 96,303	\$ 378,726	\$ 147,050	\$ 212,978	\$ 626,690	\$ 2,015,373

Highland Meadows II

Community Development District

Capital Projects Funds

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2021

Description	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6	Area 4BC	Area 7/7A	Total
Revenues									
<i>Interest Income:</i>									
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37	\$ 37
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37	\$ 37
Expenses									
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 264,944	\$ 264,944
Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13	\$ -	\$ 13
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13	\$ 264,944	\$ 264,957
Excess Revenues (Expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (13)	\$ (264,907)	\$ (264,920)
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,119	\$ -	\$ 13	\$ 851,379	\$ 852,510
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,119	\$ -	\$ -	\$ 586,471	\$ 587,590

Highland Meadows II
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
On Roll Assessments	\$ -	\$ 10,681	\$ 823,652	\$ 14,825	\$ 2,910	\$ 1,962	\$ 5,150	\$ -	\$ 4,036	\$ -	\$ -	\$ -	\$ 863,215
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2	\$ 25	\$ 13	\$ -	\$ 40
Boundary Amendment Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563
Other Income	\$ 6,828	\$ -	\$ 10	\$ -	\$ 30	\$ 50	\$ 10	\$ 40	\$ 80	\$ 80	\$ 150	\$ -	\$ 7,278
Total Revenues	\$ 6,828	\$ 10,681	\$ 823,662	\$ 14,825	\$ 2,940	\$ 2,012	\$ 5,722	\$ 40	\$ 4,118	\$ 105	\$ 163	\$ -	\$ 871,095

Expenditures:

General & Administrative:

Supervisor Fees	\$ 600	\$ 800	\$ 1,000	\$ -	\$ 800	\$ 1,000	\$ -	\$ 800	\$ -	\$ 600	\$ 600	\$ 800	\$ 7,000
Public Official Insurance	\$ 2,692	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,692
Trustee Services	\$ 3,717	\$ 7,497	\$ -	\$ -	\$ -	\$ 4,256	\$ 5,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,623
District Management Fees	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 35,000
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dissemination Agent	\$ 583	\$ 583	\$ 583	\$ 1,183	\$ 583	\$ 583	\$ 583	\$ 583	\$ 1,083	\$ 583	\$ 583	\$ 583	\$ 8,100
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,900	\$ -	\$ -	\$ -	\$ 9,900
Property Appraiser	\$ 22,303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,303
District Counsel	\$ 1,370	\$ 989	\$ 1,064	\$ 1,610	\$ 2,865	\$ 1,790	\$ 1,764	\$ 2,078	\$ 8,475	\$ 1,803	\$ 2,950	\$ -	\$ 26,756
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Audit Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,685	\$ -	\$ -	\$ 3,685
Travel Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage & Shipping	\$ 15	\$ 7	\$ 6	\$ 20	\$ 13	\$ 27	\$ -	\$ 19	\$ 23	\$ 17	\$ 343	\$ 61	\$ 551
Printing & Binding	\$ -	\$ 0	\$ 7	\$ 3	\$ -	\$ 14	\$ 10	\$ -	\$ 9	\$ -	\$ 5	\$ 6	\$ 53
Office Supplies	\$ 0	\$ 3	\$ 3	\$ 3	\$ 0	\$ 4	\$ 3	\$ 1	\$ 4	\$ 127	\$ 3	\$ 4	\$ 154
Legal Advertising	\$ 959	\$ 501	\$ 552	\$ -	\$ 552	\$ 833	\$ -	\$ 819	\$ -	\$ 1,100	\$ -	\$ -	\$ 5,315
Miscellaneous	\$ -	\$ 265	\$ 151	\$ 123	\$ 121	\$ 121	\$ 621	\$ 32	\$ 39	\$ 42	\$ 39	\$ 36	\$ 1,589
Website Maintenance	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 196	\$ 2,350
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Boundary Amendment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563
Total General & Administrative:	\$ 40,527	\$ 13,757	\$ 6,478	\$ 6,055	\$ 8,046	\$ 12,303	\$ 11,246	\$ 7,443	\$ 22,645	\$ 11,069	\$ 7,636	\$ 4,603	\$ 151,808

Field Expenses

Field Management	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 15,000
General Insurance	\$ 2,601	\$ -	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,726
Irrigation	\$ -	\$ 1,204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 672	\$ 1,763	\$ 312	\$ -	\$ -	\$ 3,952
General Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 180	\$ 675	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ 6,458	\$ -	\$ 7,473
Landscape Maintenance	\$ 16,100	\$ 16,150	\$ 16,150	\$ 16,150	\$ 16,150	\$ 16,150	\$ 16,150	\$ 16,150	\$ 18,767	\$ 16,000	\$ -	\$ 16,000	\$ 179,917
Landscape Replacement & Tree	\$ 1,374	\$ 14,269	\$ 18,882	\$ 7,808	\$ 781	\$ -	\$ -	\$ 9,242	\$ 13,422	\$ -	\$ -	\$ 5,415	\$ 71,193
Fertilization	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ -	\$ 27,229
Contingency Field	\$ 3,168	\$ 463	\$ 471	\$ -	\$ -	\$ 861	\$ -	\$ -	\$ -	\$ 1,304	\$ 495	\$ 1,762	\$ 8,523
Streetlights	\$ 2,845	\$ 3,440	\$ 4,076	\$ 3,110	\$ 4,048	\$ 3,011	\$ 3,006	\$ 2,995	\$ 2,948	\$ 2,910	\$ 2,836	\$ 2,851	\$ 38,077
Sidewalk & Asphalt Maintenance	\$ 2,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 530	\$ -	\$ 3,480
Total Field Expenses:	\$ 32,763	\$ 39,250	\$ 43,429	\$ 30,974	\$ 25,379	\$ 23,747	\$ 22,882	\$ 32,945	\$ 40,626	\$ 24,252	\$ 14,044	\$ 27,278	\$ 357,570

Highland Meadows II
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<i>Cabana & Pool Expenses</i>													
Security	\$ 2,480	\$ 1,194	\$ 620	\$ 729	\$ 729	\$ 535	\$ 250	\$ 1,400	\$ 3,500	\$ 1,400	\$ 600	\$ -	\$ 13,436
Contingency	\$ 367	\$ -	\$ -	\$ 1,286	\$ 50	\$ -	\$ 2,750	\$ 2,665	\$ 825	\$ 1,278	\$ 500	\$ 738	\$ 10,458
Electric	\$ 2,058	\$ 2,329	\$ 2,376	\$ 1,482	\$ 1,557	\$ 2,453	\$ 2,647	\$ 2,701	\$ 2,716	\$ 2,813	\$ 3,780	\$ 1,270	\$ 28,181
Internet	\$ -	\$ -	\$ -	\$ 3	\$ 127	\$ 127	\$ 127	\$ 128	\$ 128	\$ 173	\$ 173	\$ 173	\$ 1,159
Property & Casualty Insurance	\$ 12,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,240
Pest Control	\$ 69	\$ 69	\$ 69	\$ 69	\$ 69	\$ 69	\$ 72	\$ -	\$ 139	\$ 67	\$ 67	\$ -	\$ 759
Amenity Repair & Maintenance	\$ 1,237	\$ -	\$ -	\$ -	\$ 1,127	\$ -	\$ 2,329	\$ 2,950	\$ 4,830	\$ 240	\$ 375	\$ 665	\$ 13,753
Swimming Pools	\$ 1,425	\$ 2,900	\$ -	\$ 1,625	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,880	\$ 1,600	\$ 1,600	\$ 1,600	\$ 19,030
Playground Lease	\$ 1,113	\$ 1,113	\$ 1,113	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 1,182	\$ 13,980
Janitorial - Pool	\$ 1,450	\$ 950	\$ 950	\$ 654	\$ 450	\$ 450	\$ 480	\$ 480	\$ 480	\$ 555	\$ 480	\$ 555	\$ 7,934
Water & Sewer	\$ 263	\$ 349	\$ 505	\$ 506	\$ 602	\$ 578	\$ 700	\$ 634	\$ 387	\$ 638	\$ 622	\$ 348	\$ 6,132
Total Cabana & Pool Expenses	\$ 22,704	\$ 8,904	\$ 5,633	\$ 7,535	\$ 7,493	\$ 6,994	\$ 12,137	\$ 13,740	\$ 16,066	\$ 9,946	\$ 9,379	\$ 6,531	\$ 127,063
Total Expenditures	\$ 95,994	\$ 61,912	\$ 55,540	\$ 44,564	\$ 40,919	\$ 43,045	\$ 46,264	\$ 54,128	\$ 79,337	\$ 45,267	\$ 31,060	\$ 38,412	\$ 636,441
Transfer In (Out)	\$ -	\$ -	\$ (500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (250,000)	\$ (250,500)
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ (500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (250,000)	\$ (250,500)
Excess Revenues (Expenditures)	\$ (89,166)	\$ (51,231)	\$ 767,622	\$ (29,739)	\$ (37,979)	\$ (41,033)	\$ (40,542)	\$ (54,088)	\$ (75,219)	\$ (45,162)	\$ (30,897)	\$ (288,412)	\$ (15,845)

Highland Meadows II
 Community Development District
 Assessment Receipts - Fiscal Year 2021

Gross Assessments	\$	915,840.66	\$	71,665.02	\$	105,553.44	\$	189,219.51	\$	110,417.02	\$	169,751.34	\$	314,322.47	\$	135,122.40	\$	218,400.00	\$	2,230,291.86
Net Assessments	\$	860,890.22	\$	67,365.12	\$	99,220.23	\$	177,866.34	\$	103,792.00	\$	159,566.26	\$	295,463.12	\$	127,015.06	\$	205,296.00	\$	2,096,474.35
		41.06%		3.21%		4.73%		8.48%		4.95%		7.61%		14.09%		6.06%		9.79%		100.00%

Date Received	Gross Assessments Received	Discounts/ Penalties	Commissions Paid	Interest Income	Net Amount Received	General Fund	021	022	023	024	027	025	026	028	Total
							Series 2014 Area 1 (2A)	Series 2014 Area 2 (2B)	Series 2016 Phase 3	Series 2016 4A	Series 2017 4B/C	Series 2017 5A and 5B	Series 2017 Area 6 and 6A	Series 2019 Area 7 and 7A	
11/16/20	\$ 1,704.03	\$ -	\$ 34.08	\$ -	\$ 1,669.95	\$ 685.74	\$ 53.66	\$ 79.03	\$ 141.68	\$ 82.68	\$ 127.10	\$ 235.35	\$ 101.17	\$ 163.53	\$ 1,669.95
11/19/20	\$ 2,924.28	\$ -	\$ 58.49	\$ -	\$ 2,865.79	\$ 1,176.80	\$ 92.09	\$ 135.63	\$ 243.14	\$ 141.88	\$ 218.12	\$ 403.89	\$ 173.62	\$ 280.63	\$ 2,865.79
11/23/20	\$ 21,913.60	\$ -	\$ 438.27	\$ -	\$ 21,475.33	\$ 8,818.57	\$ 690.06	\$ 1,016.37	\$ 1,821.98	\$ 1,063.20	\$ 1,634.52	\$ 3,026.59	\$ 1,301.08	\$ 2,102.96	\$ 21,475.33
12/1/20	\$ 19,134.31	\$ -	\$ 382.69	\$ -	\$ 18,751.62	\$ 7,700.11	\$ 602.54	\$ 887.46	\$ 1,590.90	\$ 928.35	\$ 1,427.22	\$ 2,642.73	\$ 1,136.07	\$ 1,836.24	\$ 18,751.62
12/11/20	\$ 406,361.60	\$ -	\$ 8,127.23	\$ -	\$ 398,234.37	\$ 163,529.82	\$ 12,796.30	\$ 18,847.31	\$ 33,786.48	\$ 19,715.74	\$ 30,310.30	\$ 56,124.50	\$ 24,127.06	\$ 38,996.86	\$ 398,234.37
12/18/20	\$ 1,621,228.29	\$ -	\$ 32,424.56	\$ -	\$ 1,588,803.73	\$ 652,421.81	\$ 51,052.35	\$ 75,193.61	\$ 134,795.21	\$ 78,658.30	\$ 120,926.58	\$ 223,915.41	\$ 96,257.79	\$ 155,582.66	\$ 1,588,803.73
1/15/21	\$ 36,468.57	\$ -	\$ 729.37	\$ -	\$ 35,739.20	\$ 14,675.84	\$ 1,148.39	\$ 1,691.44	\$ 3,032.14	\$ 1,769.37	\$ 2,720.17	\$ 5,036.84	\$ 2,165.26	\$ 3,499.74	\$ 35,739.20
1/29/21	\$ -	\$ -	\$ -	\$ 149.02	\$ 149.02	\$ 149.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149.02
2/26/21	\$ 7,230.83	\$ -	\$ 144.62	\$ -	\$ 7,086.21	\$ 2,909.86	\$ 227.70	\$ 335.37	\$ 601.20	\$ 350.82	\$ 539.34	\$ 998.68	\$ 429.32	\$ 693.91	\$ 7,086.21
3/15/21	\$ 4,874.89	\$ -	\$ 97.50	\$ -	\$ 4,777.39	\$ 1,961.77	\$ 153.51	\$ 226.10	\$ 405.32	\$ 236.52	\$ 363.62	\$ 673.29	\$ 289.44	\$ 467.82	\$ 4,777.39
4/15/21	\$ 12,796.48	\$ -	\$ 255.93	\$ -	\$ 12,540.55	\$ 5,149.62	\$ 402.96	\$ 593.51	\$ 1,063.95	\$ 620.86	\$ 954.48	\$ 1,767.38	\$ 759.77	\$ 1,228.03	\$ 12,540.55
6/15/21	\$ 1,199.35	\$ 86.02	\$ 25.71	\$ -	\$ 1,259.66	\$ 517.26	\$ 40.48	\$ 59.62	\$ 106.87	\$ 62.36	\$ 95.87	\$ 177.53	\$ 76.32	\$ 123.35	\$ 1,259.66
6/21/21	\$ 8,465.69	\$ 277.26	\$ 174.86	\$ -	\$ 8,568.09	\$ 3,518.38	\$ 275.31	\$ 405.50	\$ 726.92	\$ 424.19	\$ 652.13	\$ 1,207.53	\$ 519.10	\$ 839.03	\$ 8,568.09
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,144,301.92	\$ 363.28	\$ 42,893.31	\$ 149.02	\$ 2,101,920.91	\$ 863,214.61	\$ 67,535.34	\$ 99,470.95	\$ 178,315.79	\$ 104,054.27	\$ 159,969.46	\$ 296,209.72	\$ 127,336.01	\$ 205,814.76	\$ 2,101,920.91

% Collected: 100%