



Rizzetta & Company

# Highland Meadows II Community Development District

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**Board of Supervisors  
Meeting  
December 29, 2023**

District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471

[www.highlandmeadows2cdd.com](http://www.highlandmeadows2cdd.com)

## **HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

<b>Board of Supervisors</b>	Miguel Santana-Vazquez Deborah Galbraith Kristen Anderson Genelle Moore Tucker	Chair Vice Chair Assistant Secretary Assistant Secretary
<b>District Manager</b>	Brian Mendes	Rizzetta & Company, Inc.
<b>District Counsel</b>	Kristen Trucco	Latham Luna LLP.
<b>District Engineer</b>	Mark Wilson	Kimley-Horn

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 472-2471. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT II

District Office · Orlando, Florida · (407) 472-2471

Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.highlandmeadows2cdd.org](http://www.highlandmeadows2cdd.org)

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December 21, 2023

Board of Supervisors  
Highland Meadows Community  
Development District II

## FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the **Highland Meadows Community Development District II** will be held on **December 29, 2023, at 4:30 p.m.** at the **Shamrock First Baptist Church** located at **2661 Marshall Rd., Haines City, FL 33844**. The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. COMMUNITY UPDATES**
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on November 30, 2023 ..... Tab 1
  - B. Ratification of Operations & Maintenance Expenditures for October 2023 ..... Tab 2
- 5. BUSINESS ITEMS**
  - A. Resignation of Rizzetta & Company, Inc ..... Tab 3
  - B. Resignation of Latham, Luna, Eden & Beaudine LP ..... Tab 4
  - C. Consideration of District Management Proposals  
(Under Separate Cover)
  - D. Consideration of Pool Services Proposal ..... Tab 5
  - E. Discussion of Seat 5 Applicants ..... Tab 6
  - F. Discussion of Playground Enhancements ..... Tab 7
  - G. Discussion of Reserve Accounts
  - H. Discussion of Resodding Soccer Field and Dog Park
  - I. Ratification of FY 21-22 Audit RFP ..... Tab 8
  - J. Consideration of Fence Repair Proposals ..... Tab 9
  - K. Consideration of Meeting Space Proposal ..... Tab 10
  - L. Ratification of Rizzetta & Company, Inc. Proposal for Landscape Inspection Services ..... Tab 11
  - M. Ratification of Rizzetta & Company, Inc. Proposal for Landscape & Irrigation Maintenance Specification Development ..... Tab 12
- 6. STAFF REPORTS**
  - A. District Counsel
    1. Update on CDD Property behind Nighthawk & Sanderling
  - B. District Engineer
  - C. District Manager
    1. Update on Insurance Claims
    2. Fence Install ..... Tab 13
    3. Website Audit ..... Tab 14
- 7. SUPERVISOR REQUESTS AND COMMENTS**

## 8. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Very truly yours,  
*Brian Mendes*  
Brian Mendes

# Tab 1

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1  
2 **MINUTES OF MEETING**  
3

4 **Each person who decides to appeal any decision made by the Board with respect to**  
5 **any matter considered at the meeting is advised that the person may need to ensure**  
6 **that a verbatim record of the proceedings is made, including the testimony and**  
7 **evidence upon which such appeal is to be based.**  
8

9 **HIGHLAND MEADOWS II**  
10 **COMMUNITY DEVELOPMENT DISTRICT**  
11

12 The meeting of the Board of Supervisors of the Highland Meadows II Community  
13 Development District was held on **November 30, 2023, at 5:00 p.m.** located at the Polk  
14 County Sheriff's Office Northeast District, located at 1100 Dunson Road, Davenport, FL  
15 33896.  
16

17 Present and constituting a quorum:

18 Miguel Santana	<b>Board Supervisor, Chairman</b>
19 Deborah Galbraith	<b>Board Supervisor, Vice Chairperson</b>
20 Kristen Anderson	<b>Board Supervisor, Assistant Secretary</b>
21 Genelle Moore	<b>Board Supervisor, Assistant Secretary</b>

22  
23  
24 Also present were:

25 Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
26 Brian Mendes	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
27 Kristen Trucco	<b>District Counsel, LLEB</b>
28 Mark Wilson	<b>District Engineer, Kimley-Horn</b>
29 Bryan Schaub	<b>Landscape Management, Rizzetta &amp; Company, Inc.</b>
30 Josmar Lopez	<b>A&amp;E Dream Homes, District Vendor</b>

31  
32  
33 Audience **Present**

34  
35 **FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

36  
37 Mr. Santana called the meeting to order and confirmed a quorum.  
38

39 **SECOND ORDER OF BUSINESS**

**Audience Comments**

40  
41 A member of the audience inquired on the item agenda regarding Rizzetta's  
42 termination and stated he did not agree with this.  
43

44 A member of the audience commented on the length of the agenda and  
45 recommended supervisors to stay on track.  
46

47 A member of the audience commented on meeting cancelation and inconvenience.  
48 Also commented on agenda regarding Rizzetta's termination.

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A member of the audience commented on the inconvenience of the meeting cancelation. The member also stated there is an 18 wheeler truck on Patterson and Tanager and requested district staff find out who is responsible for this.

A member of the audience inquired about the meeting cancelation. The member also stated disagreement with the termination of Rizzetta agenda item.

**THIRD ORDER OF BUSINESS** **Landscape Inspection Report**

Mr. Schaub presented his report to the board and stated there are several issues that the district needs to follow up with Prince and Sons about.

Ms. Anderson inquired about the red item.

Mr. Santana inquired about re-sodding the soccer field. It is stated the district engineer and manager will work with Mr. Schaub and Prince and Sons on this proposal.

Mr. Schaub stated he will inspect the area next week.

**FOURTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of Supervisors Meeting held on October 19, 2023**

Mr. Santana presented the meeting minutes and asked if the board requested any changes. No changes were requested.

On Motion by Ms. Anderson, seconded by Ms. Galbraith, with all in favor, the Board of Supervisors approved the minutes of the board of supervisors meeting held on October 19 2023, for the Highland Meadows II Community Development District.

**FIFTH ORDER OF BUSINESS** **Consideration of Seat 5 Applicants**

The board requested this agenda item be tabled.

**SIXTH ORDER OF BUSINESS** **Discussion of District Management Agreement**

On Motion by Ms. Galbraith, seconded by Ms. Moore, with a majority vote of 3-1 in favor (Ms. Anderson opposed), the Board of Supervisors approved resending the previous motion of not allowing last minute proposals in the meeting, for the Highland Meadows II Community Development District.

94 On Motion by Mr. Santana, seconded by Ms. Moore, with a majority vote of 3-1 in favor (Ms.  
95 Anderson opposed), the Board of Supervisors approved allowing last minute proposals into  
96 the meeting, for the Highland Meadows II Community Development District.

97  
98  
99 Mr. Santana provided a summary to the board and stated his allegations against  
100 Rizzetta.

101  
102 Counsel stated that they recommend the everyone should stay within the meeting  
103 schedule.

104  
105 Ms. Anderson inquired who changed the meeting and why it was changed.

106  
107 Mr. Mendes confirmed the chairman.

108  
109 Mr. Santana continued his summary and allegations of Rizzetta's lack of  
110 communication and performance. Mr. Santana asked the rest of the board of their  
111 experience with District Management

112  
113 Ms. Gallbraith stated there were times District Manager answered calls and there  
114 were other time District Management didn't. Stated that communication had improved  
115 since originally discussed

116  
117 Ms. Anderson stated she has no issues working with District Manager. Stated there  
118 are times she contacts District Manager and awaits to hear back. If a follow up is needed  
119 Ms. Anderson follows up on inquiries.

120  
121 Ms. Moore stated that she has no issues with District Manager communication. The  
122 items she has requested updates on she receives. Ms. Moore stated the updates District  
123 Manager provides are beneficial.

124  
125 Mr. Mendes responded to the allegations made against himself and Rizzetta.  
126 Evidence is provided to support against the claims of lack of performance and  
127 communication.

128  
129 On Motion by Mr. Santana, seconded by Ms. Moore, with all in favor, the Board of  
130 Supervisors approved allowing public comments for the current agenda item, for the  
131 Highland Meadows II Community Development District.

132  
133 Mr. Lopez from A&E responded to projects.

134  
135 A member of the audience stated that he agrees with waiting for vendor to pay. He  
136 requested district staff plan a meeting with the parents of the children who are vandalizing  
137 the property. District staff stated they will prepare an E-blast for this meeting.

138  
139 A member of the audience commented that turnover is not good for the district. The  
140 member of the audience also commented on the chairman rushing things.



141  
142 A member of the audience commented on the district manager's performance.

143  
144 A member of the audience stated the current meeting space for this meeting is not  
145 local.

146  
147 Counsel suggests allowing Infamark to present proposal for Management services.  
148 The Board agrees.

149  
150 Infamark gives a presentation of services.

151  
152 The board and residents inquire on services.

153  
154 On Motion by Mr. Santana, with no second to terminate Rizzetta fails, for the Highland  
155 Meadows II Community Development District.

156  
157  
158 **SEVENTH ORDER OF BUSINESS** **Discussion of Playground**  
159 **Enhancements**

160  
161 The board requested this agenda item be tabled.

162  
163 **EIGHTH ORDER OF BUSINESS** **Discussion of Reserve Accounts**

164  
165 The board requested this agenda item be tabled.

166  
167 **NINTH ORDER OF BUSINESS** **Discussion of Parking Rules and**  
168 **Procedures**

169  
170 Counsel proposed a public hearing for parking rules and procedures.

171  
172 On Motion by Ms. Galbraith, seconded by Mr. Santana, with all in favor, the Board of  
173 Supervisors approved setting a public hearing for January on parking rules and procedures,  
174 for the Highland Meadows II Community Development District.

175  
176 It was stated the district manager will be prepping an E-blast to the community on  
177 public hearing.

178  
179 It was requested that the district manager gather proposals from towing companies.

180  
181 Mr. Santana stated he wants a standard operating procedure for towing vendors.

182  
183 **TENTH ORDER OF BUSINESS** **Discussion of Resodding Soccer Field**  
184 **and Dog Park**

185  
186 The agenda item was discussed previously amongst district staff and the board.

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**ELEVENTH ORDER OF BUSINESS**                      **Discussion of Security Company Termination**

The board requested this agenda item be tabled.

**TWELFTH ORDER OF BUSINESS**                      **Ratification of FY 21-22 Audit**

The board requested this agenda item be tabled.

**THIRTEENTH ORDER OF BUSINESS**                      **Consideration of Fence Repair Proposal**

The board requested this agenda item be tabled.

**FOURTEENTH ORDER OF BUSINESS**                      **Consideration of Mosquito Maintenance Proposal**

The board requested this agenda item be removed.

**FIFTEENTH ORDER OF BUSINESS**                      **Consideration of Resolution 2024-03; Amending FY 22-23 Budget**

Mr. Brizendine presented the resolution to the board of supervisors and asked if there were any questions. There were none.

On Motion by Ms. Galbraith, seconded by Ms. Anderson, with all in favor, the Board of Supervisors adopted resolution 2024-03; amending the fiscal year 2022-2023 budget, for the Highland Meadows II Community Development District.

**SIXTEENTH ORDER OF BUSINESS**                      **Staff Reports**

**A.**     District Counsel

No Report.

**B.**     District Engineer

No Report.

**C.**     District Manager

No Report.

**SEVENTEENTH ORDER OF BUSINESS**                      **Audience Comments and Supervisor Requests**

235 Ms. Anderson inquired about the district engineer's annual field inspection report.

236  
237 Mr. Santana inquired on the district manager completing CAM license course.

238  
239 Ms. Galbraith requested district staff send E-blast of sidewalk hazard.

240  
241 It was stated that the district manager will E-blast fence kids issue at the next  
242 workshop.

243  
244 Ms. Anderson stated that a drainage issue near the pool may be the cause of the  
245 mosquitos.

246  
247 On Motion by Ms. Galbraith, seconded by Mr. Santana, with all in favor, the Board of  
248 Supervisors approved extending applications for Seat five till January's meeting, for the  
249 Highland Meadows II Community Development District.

250  
251 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

252  
253 On a Motion by Mr. Santana, seconded by Ms. Galbraith, with all in favor, the Board of  
254 Supervisors adjourned the meeting at 8:00 p.m. for the Highland Meadows II Community  
255 Development District.

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267 \_\_\_\_\_  
268 Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson

## **Tab 2**

**Highland Meadows II  
COMMUNITY DEVELOPMENT DISTRICT**



**Operation and Maintenance Expenditures  
October 2023  
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2023 through October 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:    **\$   46,092.51**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

# Highland Meadows II Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31,2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
10 Minute Locksmith, LLC	100196	279273	Commercial Lock Replacement 10/23	\$ 1,529.00
City of Davenport	100193	15511 08/23 - 672	Water Services 08/23	\$ 14.97
City of Davenport	100193	15511 09/23 - 672	Water Services 09/23	\$ 14.97
City of Davenport	100197	15511 10/23 - 672	Water Services 10/23	\$ 14.97
City of Davenport	100193	6122 08/23 - 672	Water Services 08/23	\$ 175.97
City of Davenport	100193	6122 9/23	Water Services 09/23	\$ 118.87
City of Davenport	100193	8019 08/23 - 672	Water Services 08/23	\$ 365.47
City of Davenport	100193	8019 09/23 - 672	Water Services 09/23	\$ 344.94
City of Davenport	100193	8020 08/23 - 672	Water Services 08/23	\$ 84.01
City of Davenport	100193	8020 09/23 - 672	Water Services 09/23	\$ 80.97
City of Davenport	100192	BOS Meeting 10/03/23	Board of Supervisors Meeting Room Rental 10/23	\$ 250.00
Deborah J Galbraith	100185	DG092123	Board of Supervisors Meeting 09/21/23	\$ 200.00
Deborah J Galbraith	100198	DG101923	Board of Supervisors Meeting 10/19/23	\$ 200.00

# Highland Meadows II Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31,2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Duke Energy	100194	Monthly Summary 09/23	Electric Services 09/23	\$ 6,791.38
Franklyn Morris	100188	092623 Morris	Reimburse Towing Fee	\$ 220.00
Genelle Moore-Tucker	100199	GM101923	Board of Supervisors Meeting 10/19/23	\$ 200.00
Greenspoon Marder Law	100189	1478602	Legal Services 08/23	\$ 167.50
HP Home Maintenance Solutions, LLC	100200	237	Remove Trash 10/23	\$ 150.00
Kristen Anderson	100186	KA092123	Board of Supervisors Meeting 09/21/23	\$ 200.00
Kristen Anderson	100201	KA101923	Board of Supervisors Meeting 10/19/23	\$ 200.00
The Ledger / News Chief/ CA Florida Holdings, LLC	100203	5908823	Account #527032 Legal Advertising 09/13/23	\$ 1,974.65
Prince & Sons, Inc.	100190	10186	Irrigation Maintenance 09/23	\$ 87.00
Prince & Sons, Inc.	100190	10187	Irrigation Maintenance 09/23	\$ 94.92
Prince & Sons, Inc.	100202	10277	Landscape Maintenance 10/23	\$ 16,000.00
Rizzetta & Company, Inc.	100184	INV0000084084	Assessment Roll 10/23	\$ 5,200.00
Rizzetta & Company, Inc.	100183	INV0000084186	District Management Fees 10/23	\$ 3,740.00

# Highland Meadows II Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Security And Investigation, Inc.	100191	1262	Deputy Services 07/28/23-08/10/23	\$ 2,492.00
Security And Investigation, Inc.	100191	1275	Deputy Services 09/08/23-09/21/23	\$ 2,492.00
Security And Investigation, Inc.	100195	1284	Deputy Services 09/22/23-10/05/23	\$ 2,492.00
Spectrum	EFT	0038117063023 10/23 AUTO PAY	Telephone & Internet Services 10/23	\$ 196.92
Total				<u>\$ 46,092.51</u>





# INVOICE

Lic# HCLOC15069  
Doc. #L13000066810

10 Minute Locksmith  
8870 N Himes Ave #244  
Tampa, FL 33614, USA  
(813) 279-2727  
info@10minutelocksmith.com  
www.10minutelocksmith.com

Invoice # **279273**  
Date Mon Oct 02 2023  
**1529**  
Due On Thu Oct 12 2023

**Bill To:**

Brian Mendes  
**Highland Meadows 2**  
3434 Colwell Ave UNIT 200  
Tampa, Florida 33614  
(407) 472-2471  
Bmendes@rizzetta.com

**Service Location:**

Mon Oct 02 2023  
3434 Colwell Ave UNIT 200  
Tampa, Florida 33614  
(407) 472-2471  
Work Order#

Description	QTY	Price	Amount
<b>Commercial Lock Replacement</b>	4.00	169.00	676.00
<b>Commercial Lock Cylinder Replacement</b>	2.00	150.00	300.00
<b>Commercial Lock Re-key</b>	7.00	19.00	133.00
<b>commercial handle replacement</b>	1.00	120.00	120.00
<b>Labor + Installation</b>	1.00	300.00	300.00
		Sub total	1529.00
		Tax	0.00
		Tax Rate	6.500%
		Total	1529.00
		Balance	1529.00

**Terms:**

By paying the due balance on invoices provided, the Client hereby acknowledges that all requested service items for this date and/or any other dates listed above in the description section of the table, have been performed and have been tested showing successful satisfactory install/repair, unless otherwise stated on the invoice, in which labor service charges still apply if any repairs have been made. By accepting this invoice, the Client agrees to pay in full the amount listed in the Total section of the invoice.

**Notes:**

***Thank You For Your Business!***



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS II CDD

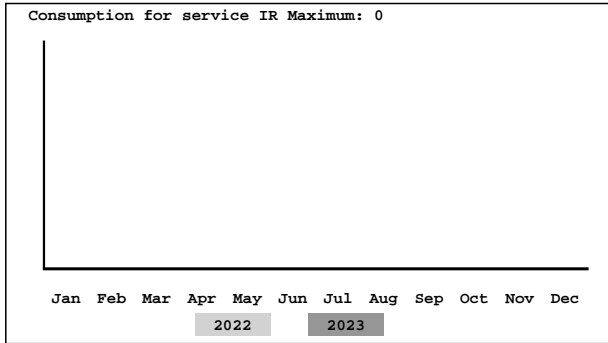
CYCLE A

BYVA

16002

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
15511	3 Highland Meadows Phase 3 Park	08/05/23 to 09/04/23	09/10/2023	10/01/2023	\$ 14.97			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 08/28/2023								19.97
AW ALTERNATIVE WATER SUR	08/07	0	09/05	0	100.000	0	0	0.00
BF BACKFLOW PREVENTION FEE								3.50
IR IRRIGATION	08/07	0	09/05	0	100.000	0	0	10.43 *
							* TAXES	1.04
CURRENT CHARGES								14.97
TOTAL AMOUNT DUE								14.97

**RECEIVED**  
09/11/23



COMMISSION MEETINGS FOR SEPT. WILL BE ON TUESDAY THE 7th AND ON THURSDAY THE 21st AT 7PM IN THE COMMISSION CHAMBERS.

\*\*\*\*\*

FOR UP TO DATE CITY EVENTS VISIT US AT WWW.MYDAVENPORT.ORG

\*\*\*\*\*

\*\*\*PAST DUE BALANCES ARE DUE IMMEDIATELY\*\*\* LATE FEES WILL BE APPLIED IF PAYMENTS ARE NOT RECEIVED IN OUR OFFICE BY THE 1ST OF THE MONTH AND WATER IS SUBJECT TO DISCONNECTION IF NOT PAID BY THE 10TH OF THE MONTH.

DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
15511	09/10/2023	\$ 14.97
Type	Due Date	
CYCLE A	10/01/2023	
PayID	Bill No	
BYVA	5126	

|||||  
HIGHLAND MEADOWS II CDD  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000155119 0000014977



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

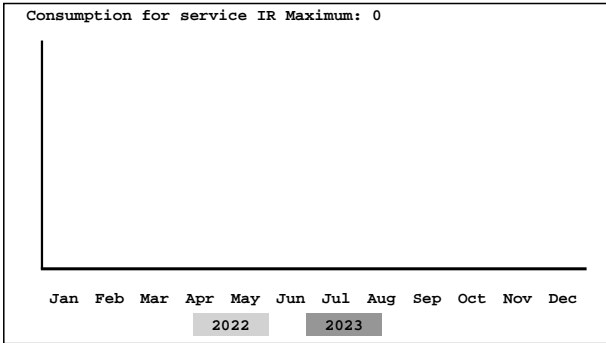
HIGHLAND MEADOWS II CDD

CYCLE A

BYVA

16002

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
15511	3 Highland Meadows Phase 3 Park	09/05/23 to 10/04/23	10/10/2023	11/01/2023	\$ 34.94			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
PRIOR CHARGES DUE								14.97
PENALTIES DUE								5.00
AW ALTERNATIVE WATER SUR	09/05	0	10/05	0	100.000	0	0	0.00
BF BACKFLOW PREVENTION FEE								3.50
IR IRRIGATION	09/05	0	10/05	0	100.000	0	0	10.43 *
* TAXES								1.04
CURRENT CHARGES								14.97
<b>TOTAL AMOUNT DUE</b>								<b>34.94</b>



COMMISSION MEETINGS WILL BE HELD ON THE 1ST AND 3RD MONDAYS OF NOVEMBER AT 7PM IN THE COMMISSION CHAMBERS.

\*\*\*\*\*

FOR UP TO DATE CITY EVENTS VISIT US AT WWW.MYDAVENPORT.ORG

\*\*\*\*\*

\*\*\*PAST DUE BALANCES ARE DUE IMMEDIATELY\*\*\* LATE FEES WILL BE APPLIED IF PAYMENTS ARE NOT RECEIVED IN OUR OFFICE BY THE 1ST OF THE MONTH AND WATER IS SUBJECT TO DISCONNECTION IF NOT PAID BY THE 10TH OF THE MONTH.

DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
15511	10/10/2023	\$ 34.94
Type	Due Date	
CYCLE A	11/01/2023	
PayID	Bill No	
BYVA	5084	

|||||||  
HIGHLAND MEADOWS II CDD  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000155119 0000034942



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS II CDD

CYCLE A

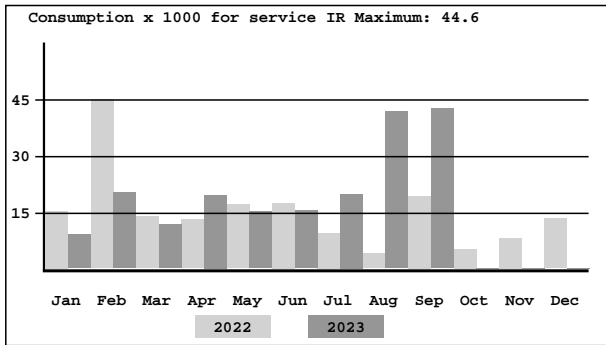
4Q2A

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Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
6122	3001 Golden Eagle Way	08/05/23 to 09/04/23	09/10/2023	10/01/2023	\$ 175.97			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 08/28/2023								260.47
AW ALTERNATIVE WATER SUR	08/07	9718	09/05	10141	100.000	42300	19100	6.35
BF BACKFLOW PREVENTION FEE								5.75
IR IRRIGATION	08/07	9718	09/05	10141	100.000	42300	19100	148.97 *
							* TAXES	14.90

**RECEIVED**  
09/11/23

CURRENT CHARGES 175.97  
TOTAL AMOUNT DUE 175.97



COMMISSION MEETINGS FOR SEPT. WILL BE ON TUESDAY THE 7th AND ON THURSDAY THE 21st AT 7PM IN THE COMMISSION CHAMBERS.

FOR UP TO DATE CITY EVENTS VISIT US AT WWW.MYDAVENPORT.ORG

\*\*\*PAST DUE BALANCES ARE DUE IMMEDIATELY\*\*\* LATE FEES WILL BE APPLIED IF PAYMENTS ARE NOT RECEIVED IN OUR OFFICE BY THE 1ST OF THE MONTH AND WATER IS SUBJECT TO DISCONNECTION IF NOT PAID BY THE 10TH OF THE MONTH.

DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
6122	09/10/2023	\$ 175.97
Type	Due Date	
CYCLE A	10/01/2023	
PayID	Bill No	
4Q2A	1252	

HIGHLAND MEADOWS II CDD  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000061226 0000175976



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

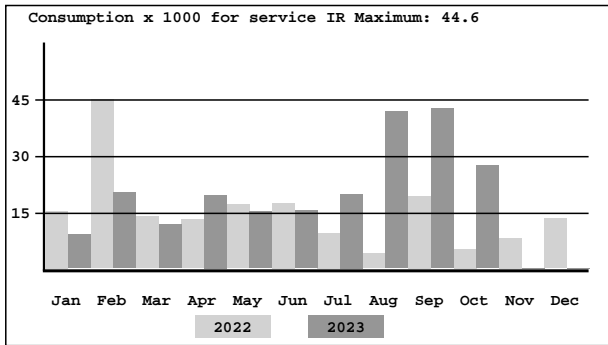
HIGHLAND MEADOWS II CDD

CYCLE A

4Q2A

15000

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
6122	3001 Golden Eagle Way	09/05/23 to 10/04/23	10/10/2023	11/01/2023	\$ 299.84			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
PRIOR CHARGES DUE								175.97
PENALTIES DUE								5.00
AW ALTERNATIVE WATER SUR	09/05	10141	10/05	10412	100.000	27100	5100	4.07
BF BACKFLOW PREVENTION FEE								5.75
IR IRRIGATION	09/05	10141	10/05	10412	100.000	27100	5100	99.14 *
* TAXES								9.91
CURRENT CHARGES								118.87
<b>TOTAL AMOUNT DUE</b>								<b>299.84</b>



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DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
6122	10/10/2023	\$ 299.84
Type	Due Date	
CYCLE A	11/01/2023	
PayID	Bill No	
4Q2A	1245	

HIGHLAND MEADOWS II CDD  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000061226 0000299842



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS II CDD

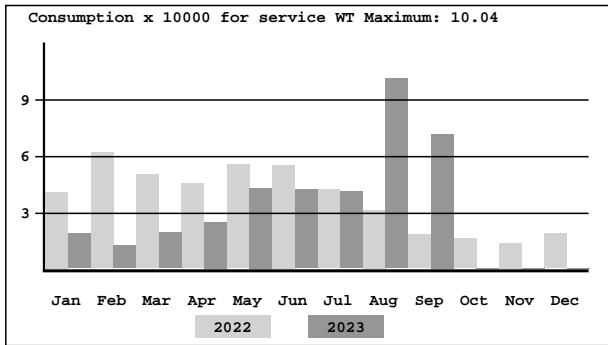
CYCLE A

66RA

151625

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
8019	1015 Condor Dr Cabana	08/05/23 to 09/04/23	09/10/2023	10/01/2023	\$ 365.47			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 08/28/2023							494.77	
AW ALTERNATIVE WATER SUR	08/07	41802	09/05	42511	100.000	70900	17700	9.14
BF BACKFLOW PREVENTION FEE								3.00
GB GARBAGE								23.25
SC FUEL SERVICE CHARGE - GARBAGE								0.00
WT WATER SERVICE - INSID	08/07	41802	09/05	42511	100.000	70900	17700	251.34 *
WW WASTEWATER SERVICE	08/07	41802	09/05	42511	100.000	70900	17700	53.61
							* TAXES	25.13
CURRENT CHARGES								365.47
TOTAL AMOUNT DUE								365.47

**RECEIVED**  
09/11/23



COMMISSION MEETINGS FOR SEPT. WILL BE ON TUESDAY THE 7th AND ON THURSDAY THE 21st AT 7PM IN THE COMMISSION CHAMBERS.

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DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
8019	09/10/2023	\$ 365.47
Type	Due Date	
CYCLE A	10/01/2023	
PayID	Bill No	
66RA	1848	

HIGHLAND MEADOWS II CDD  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000080192 0000365478



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

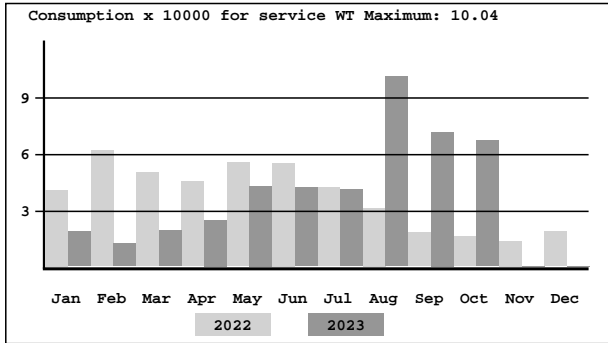
HIGHLAND MEADOWS II CDD

CYCLE A

66RA

151625

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
8019	1015 Condor Dr Cabana	09/05/23 to 10/04/23	10/10/2023	11/01/2023	\$ 715.89			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
PRIOR CHARGES DUE								365.47
PENALTIES DUE								5.48
AW ALTERNATIVE WATER SUR	09/05	42511	10/05	43175	100.000	66400	15700	8.46
BF BACKFLOW PREVENTION FEE								3.00
GB GARBAGE								23.25
SC FUEL SERVICE CHARGE - GARBAGE								0.00
WT WATER SERVICE - INSID	09/05	42511	10/05	43175	100.000	66400	15700	233.29 *
WW WASTEWATER SERVICE	09/05	42511	10/05	43175	100.000	66400	15700	53.61
							* TAXES	23.33
CURRENT CHARGES								344.94
<b>TOTAL AMOUNT DUE</b>								<b>715.89</b>



COMMISSION MEETINGS WILL BE HELD ON THE 1ST AND 3RD MONDAYS OF NOVEMBER AT 7PM IN THE COMMISSION CHAMBERS.

\*\*\*\*\*

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\*\*\*\*\*

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DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
8019	10/10/2023	\$ 715.89
Type	Due Date	
CYCLE A	11/01/2023	
PayID	Bill No	
66RA	1837	

HIGHLAND MEADOWS II CDD
   
3434 COLWELL AVE STE 200
   
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000080192 0000715896





# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

HIGHLAND MEADOWS II CDD

CYCLE A

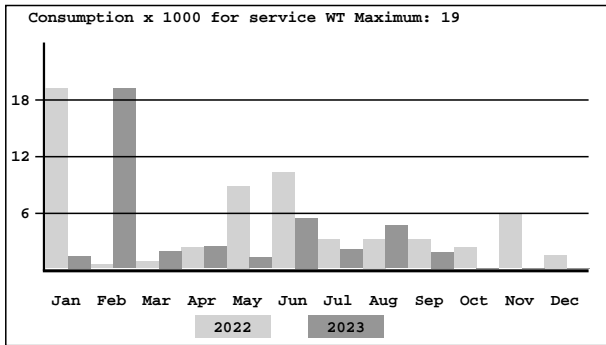
66SA

151620

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
8020	1019 Condor Dr Pool	08/05/23 to 09/04/23	09/10/2023	10/01/2023	\$ 84.01			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
LAST PAYMENT 08/28/2023							96.89	
AW ALTERNATIVE WATER SUR	08/07	2737	09/05	2754	100.000	1700	3000	0.32
BF BACKFLOW PREVENTION FEE								4.00
GB GARBAGE								23.25
SC FUEL SERVICE CHARGE - GARBAGE								0.00
WT WATER SERVICE - 1" &	08/07	2737	09/05	2754	100.000	1700	3000	28.64 *
WW WASTEWATER SERVICE	08/07	2737	09/05	2754	100.000	1700	3000	24.94
							* TAXES	2.86

**RECEIVED**  
09/11/23

CURRENT CHARGES 84.01  
TOTAL AMOUNT DUE 84.01



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DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
8020	09/10/2023	\$ 84.01
Type	Due Date	
CYCLE A	10/01/2023	
PayID	Bill No	
66SA	1849	

HIGHLAND MEADOWS II CDD  
POOL  
3434 COLWELL AVE STE 200  
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000080200 0000084012



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

FOR BILLING INFORMATION  
CALL: (863)419-3300

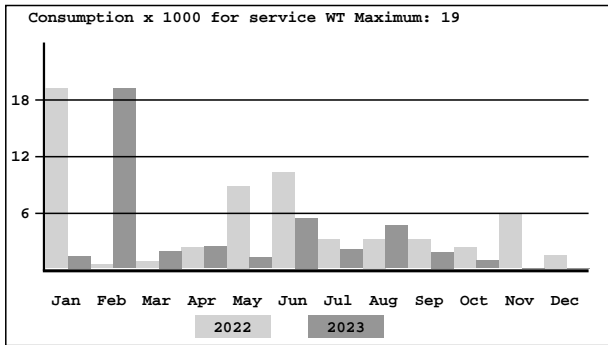
HIGHLAND MEADOWS II CDD

CYCLE A

66SA

151620

Account #	Service Address	Billing Period	Bill Date	Due Date	TOTAL DUE			
8020	1019 Condor Dr Pool	09/05/23 to 10/04/23	10/10/2023	11/01/2023	\$ 169.98			
Service Code & Description	Date	Previous Reading	Date	Current Reading	Mult	Usage	Year Ago	Charge
PRIOR CHARGES DUE								84.01
PENALTIES DUE								5.00
AW ALTERNATIVE WATER SUR	09/05	2754	10/05	2762	100.000	800	2200	0.15
BF BACKFLOW PREVENTION FEE								4.00
GB GARBAGE								23.25
SC FUEL SERVICE CHARGE - GARBAGE								0.00
WT WATER SERVICE - 1" &	09/05	2754	10/05	2762	100.000	800	2200	27.29
WW WASTEWATER SERVICE	09/05	2754	10/05	2762	100.000	800	2200	23.55
								* TAXES 2.73
CURRENT CHARGES								80.97
<b>TOTAL AMOUNT DUE</b>								<b>169.98</b>



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DETACH AND RETURN STUB WITH REMITTANCE



# CITY OF DAVENPORT

1 S ALLAPAHA AVE  
DAVENPORT FL 33837-0125

Account #	Bill Date	TOTAL DUE
8020	10/10/2023	\$ 169.98
Type	Due Date	
CYCLE A	11/01/2023	
PayID	Bill No	
66SA	1838	

HIGHLAND MEADOWS II CDD
   
POOL
   
3434 COLWELL AVE STE 200
   
TAMPA FL 33614

AMOUNT PAID \_\_\_\_\_

00000080200 0000169987

# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT II

---

District Office · Orlando, Florida · (407) 472-2471  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.highlandmeadows2cdd.org](http://www.highlandmeadows2cdd.org)

## Check Request

Amount: \$250.00

Description: Highland Meadows II CDD Meeting

Date: 10/03/23

Payable to: The City of Davenport

Address: 207 North Boulevard West  
Davenport, FL 33837

Requestor: Brian Mendes

Approved by \_\_\_\_\_

**HIGHLAND MEADOWNS II CDD**  
 Meeting Date: September 21, 2023

**SUPERVISOR PAY REQUEST**

<u>Name of Board Supervisor</u>	<u>Check if paid</u>
Deborah Galbraith	✓
Miguel Santana	✓
Genelle Moore Tucker	
Kristen Adnerson	✓
Christopher Lopz	✓

(\*) Does not get paid  
 NOTE: Supervisors are only paid if checked.

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	3:31 PM
Meeting End Time:	7:57 PM
Total Meeting Time:	4 1/2 Hours

Time Over 3 Hours:	
--------------------	--

Total at \$ 175.00 per Hour:	
------------------------------	--

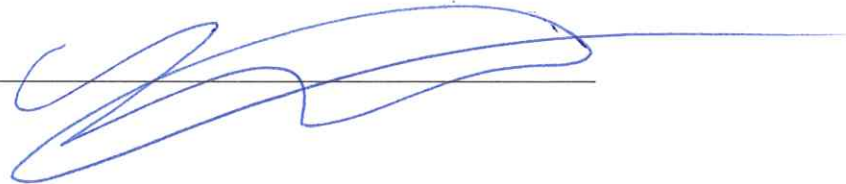
7:57 PM

**ADDITIONAL OR CONTINUED MEETING TIMECARD**

Meeting Date:	
Additional or Continued Meeting?	
Total Meeting Time:	
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.625
Mileage to Charge	\$0.00

DM Signature: \_\_\_\_\_



**HIGHLAND MEADOWS CDD II**

Meeting Date: October 19, 2023

**SUPERVISOR PAY REQUEST**

<u>Name of Board Supervisor</u>	<u>Check if paid</u>
Deborah Galbraith	<input checked="" type="checkbox"/>
Miguel Santana	<input type="checkbox"/>
Genelle Moore Tucker	<input checked="" type="checkbox"/>
Kristen Adnerson	<input checked="" type="checkbox"/>
VACANT	<input type="checkbox"/>

(\*) Does not get paid

NOTE: Supervisors are only paid if checked.

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	3:30 PM
Meeting End Time:	6:22 PM
Total Meeting Time:	

Time Over 3 Hours:	
--------------------	--

Total at \$ 175.00 per Hour:	
------------------------------	--

**ADDITIONAL OR CONTINUED MEETING TIMECARD**

Meeting Date:	
Additional or Continued Meeting?	
Total Meeting Time:	
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.625
Mileage to Charge	\$0.00

DM Signature: 

Highland Meadows II  
Duke Energy

Service Date: 09/09/23-10/09/23

Due Date: 10/30/2023

Account Number	Invoice Date	Amount	Location	GL Account
9100 8824 1709	10/11/23	\$ 32.77	1200 Patterson Rd Lite	4301
9100 8824 1890	10/06/23	\$ 427.50	0 10th St Lite Highland MDWS PH4A SL	4307
9100 8824 2106	10/09/23	\$ 34.25	1000 Dunlin St Sign	4301
9100 8824 2354	10/05/23	\$ 268.35	00 Patterson Rd Lite	4307
9100 8824 2750	10/10/23	\$ 32.76	331 Pheasant Dr Well	4301
9100 8824 2924	10/06/23	\$ 397.45	000 Patterson Rd Lite HM PH 6 SL	4307
9100 8826 7105	10/11/23	\$ 32.77	3950 N 10th St	4301
9100 8826 7296	10/10/23	\$ 152.00	1271 Woodlark Dr Lift	4301
9100 8826 7527	10/11/23	\$ 32.69	2901 N 10th St Entry	4301
9100 8826 8031	09/28/23	\$ 1,000.65	1015 Condor Dr Pool/Cabana	4301
9100 8826 8263	10/11/23	\$ 32.69	600 Eaglecrest Dr	4301
9100 8826 8867	10/06/23	\$ 599.86	0 N 10th St Lite Highland MDWS Ph 2	4307
9100 8826 9066	10/06/23	\$ 158.58	0000 Peterson Rd Lite	4307
9100 8826 9230	09/28/23	\$ -	541 Pheasant Dr Entry Lighting	4301
9100 8826 9462	10/11/23	\$ 32.68	2901 N 10th St Well	4301
9100 8826 9652	10/06/23	\$ 589.98	0 N 10th St Lite Highland MDWS Ph 2B	4307
9100 8826 9850	09/29/23	\$ 853.66	565 Patterson Rd Light	4307
9100 8827 0035	10/11/23	\$ 32.76	999 Condor Dr Entry	4301
9100 8827 0233	10/06/23	\$ 712.29	000 Olsen Rd Lite High MW PH 3SL	4307
9100 8827 0423	10/10/23	\$ 162.55	341 Meadow Pointe DR Well	4301
9100 8827 0605	10/06/23	\$ 1,172.38	000 Patterson Rd Lite HM PH 5SL	4307
9100 8827 0796	10/10/23	\$ 32.76	108 Tanager St Irrigation	4301

<b>TOTAL</b>	<b>\$ 6,791.38</b>
--------------	--------------------

4301 \$ 1,611.33 Utility  
4307 \$ 5,180.05 Street Lights

**\$6,791.38**



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
1200 PATTERSON RD  
LITE

**Bill date** Oct 11, 2023  
**For service** Sep 9 - Oct 9  
31 days

**Account number** 9100 8824 1709

## Billing summary

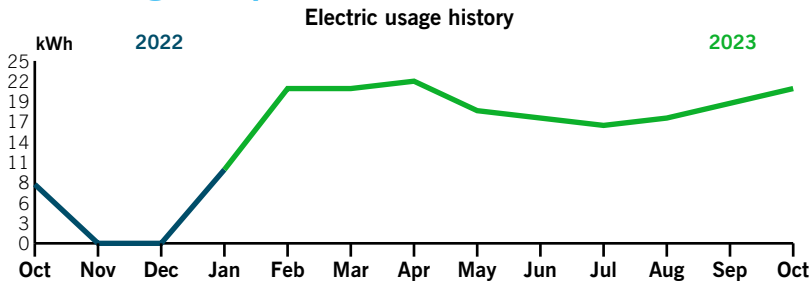
Previous Amount Due	\$32.77
<i>Payment Received Sep 26</i>	-32.77
Current Electric Charges	30.00
Taxes	2.77
<b>Total Amount Due Nov 01</b>	<b>\$32.77</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	21	8	182	15
Avg. Daily (kWh)	1	0	1	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8824 1709**

### Amount due

**\$32.77**  
by Nov 1

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

8891008824170900066000000000000000000000327700000032775



## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

---

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

---

### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

---

### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.





## Your usage snapshot - Continued

<b>Current electric usage for meter number 3610825</b>	
Actual reading on Oct 9	754
Previous reading on Sep 9	- 733
<hr/>	
Energy Used	21 kWh
Billed kWh	21.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 09 23 to Oct 09 23</b>	
<b>Meter - 3610825</b>	
Customer Charge	\$15.55
Energy Charge	
21.000 kWh @ 10.278c	2.15
Fuel Charge	
21.000 kWh @ 5.630c	1.18
Asset Securitization Charge	
21.000 kWh @ 0.210c	0.04
Minimum Bill Adjustment	11.08
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.98
<hr/>	
<b>Total Taxes</b>	<b>\$2.77</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
0 10TH ST  
LITE HGLND MDW PH4A SL

**Bill date** Oct 6, 2023  
**For service** Sep 7 - Oct 5  
29 days

**Account number** 9100 8824 1890

## Billing summary

Previous Amount Due	\$427.50
<i>Payment Received Sep 26</i>	-427.50
Current Lighting Charges	419.08
Taxes	8.42
<b>Total Amount Due Oct 27</b>	<b>\$427.50</b>

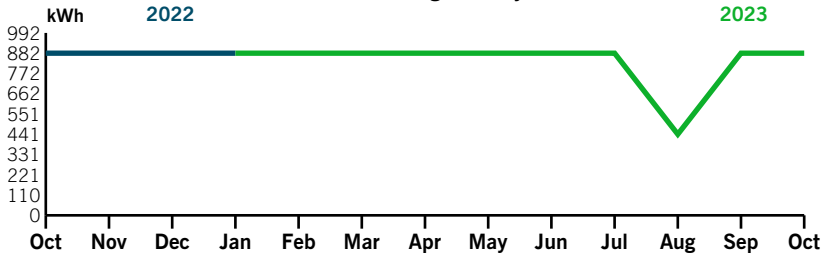


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit [duke-energy.com/lightrepair](http://duke-energy.com/lightrepair) 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	882	882	10,143	845
Avg. Daily (kWh)	30	30	29	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.

### Amount due

**\$427.50**  
by Oct 27

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8824 1890**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
HPS UG RDWAY 9500L	21	882 kWh
<b>Total</b>	<b>21</b>	<b>882 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
882.000 kWh @ 4.784c	42.18
Fuel Charge	
882.000 kWh @ 5.270c	46.48
Asset Securitization Charge	
882.000 kWh @ 0.061c	0.54
Fixture Charge	
HPS UG RDWAY 9500L	119.28
Maintenance Charge	
HPS UG RDWAY 9500L	38.64
Pole Charge	
CONCRETE, 30/35	
21 Pole(s) @ \$8.110	170.31
<b>Total Current Charges</b>	<b>\$419.08</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.31
Gross Receipts Tax	2.33
Municipal Franchise Fee	5.78
<b>Total Taxes</b>	<b>\$8.42</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
1000 DUNLIN ST  
SIGN

**Bill date** Oct 9, 2023  
**For service** Sep 7 - Oct 5  
29 days

**Account number** 9100 8824 2106

## Billing summary

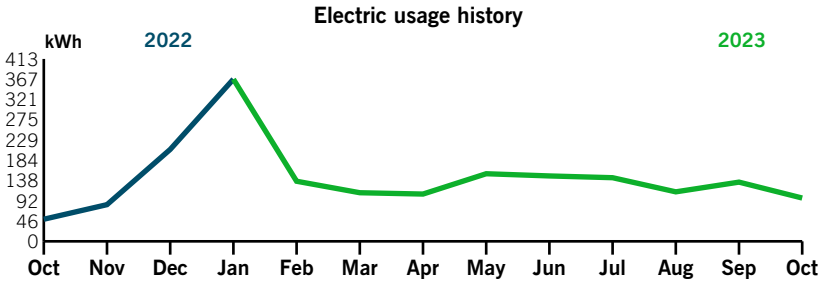
Previous Amount Due	\$40.57
<i>Payment Received Sep 26</i>	-40.57
Current Electric Charges	31.36
Taxes	2.89
<b>Total Amount Due Oct 30</b>	<b>\$34.25</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit [duke-energy.com/lightrepair](http://duke-energy.com/lightrepair) 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	98	50	1,800	150
Avg. Daily (kWh)	3	2	5	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8824 2106**

### Amount due

**\$34.25**  
by Oct 30

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

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### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

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### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Current electric usage for meter number 4303845</b>	
Actual reading on Oct 5	6275
Previous reading on Sep 7	- 6177
<hr/>	
Energy Used	98 kWh
Billed kWh	98.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
<b>Meter - 4303845</b>	
Customer Charge	\$15.55
Energy Charge	
98.000 kWh @ 10.278c	10.08
Fuel Charge	
98.000 kWh @ 5.630c	5.52
Asset Securitization Charge	
98.000 kWh @ 0.210c	0.21
<hr/>	
<b>Total Current Charges</b>	<b>\$31.36</b>

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.80
Municipal Franchise Fee	2.07
<hr/>	
<b>Total Taxes</b>	<b>\$2.89</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
00 PATTERSON RD  
LITE

**Bill date** Oct 5, 2023  
**For service** Sep 6 - Oct 4  
29 days

**Account number** 9100 8824 2354

## Billing summary

Previous Amount Due	\$268.35
<i>Payment Received Sep 26</i>	-268.35
Current Lighting Charges	265.31
Taxes	3.04
<b>Total Amount Due Oct 26</b>	<b>\$268.35</b>

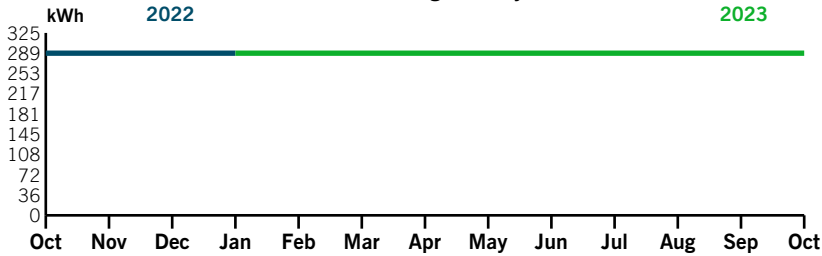


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	289	289	3,468	289
Avg. Daily (kWh)	10	10	10	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.

### Amount due

Account number  
**9100 8824 2354**

**\$268.35**  
by Oct 26

*After 90 days from bill date, a late charge will apply.*



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

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### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

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### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 3

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

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### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

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### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 06 - Oct 04</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
48W LED ROADWAY UG	17	289 kWh
<b>Total</b>	<b>17</b>	<b>289 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 06 23 to Oct 04 23</b>	
Customer Charge	\$1.65
Energy Charge	
289.000 kWh @ 4.784c	13.82
Fuel Charge	
289.000 kWh @ 5.270c	15.23
Asset Securitization Charge	
289.000 kWh @ 0.061c	0.18
Fixture Charge	
48W LED ROADWAY UG	72.93
Maintenance Charge	
48W LED ROADWAY UG	23.63
Pole Charge	
CONCRETE, 30/35	
17 Pole(s) @ \$8.110	137.87
<b>Total Current Charges</b>	<b>\$265.31</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.20
Gross Receipts Tax	0.79
Municipal Franchise Fee	2.05
<b>Total Taxes</b>	<b>\$3.04</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
331 PHEASANT DR  
W- WELL

Bill date Oct 10, 2023  
For service Sep 8 - Oct 6  
29 days

Account number **9100 8824 2750**

## Billing summary

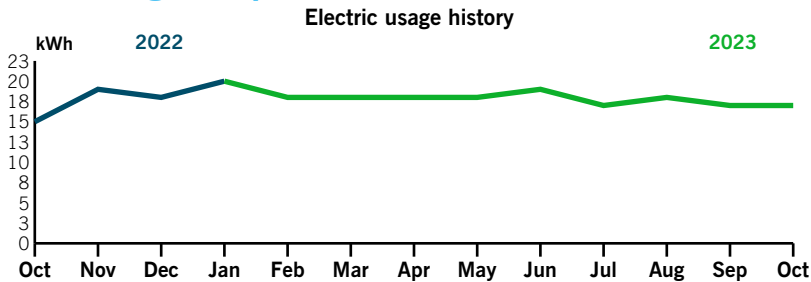
Previous Amount Due	\$32.76
<i>Payment Received Sep 26</i>	-32.76
Current Electric Charges	30.00
Taxes	2.76
<b>Total Amount Due Oct 31</b>	<b>\$32.76</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	17	15	217	18
Avg. Daily (kWh)	1	1	1	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.

### Amount due

<b>\$32.76</b> <i>by Oct 31</i>	<i>After 90 days from bill date, a late charge will apply.</i>
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Account number  
**9100 8824 2750**

Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

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Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

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### Medical Essential Program

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### Para nuestros clientes que hablan Español

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## Your usage snapshot - Continued

<b>Current electric usage for meter number 3870704</b>	
Actual reading on Oct 6	1032
Previous reading on Sep 8	- 1015
<hr/>	
Energy Used	17 kWh
Billed kWh	17.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 08 23 to Oct 06 23</b>	
<b>Meter - 3870704</b>	
Customer Charge	\$15.55
Energy Charge	
17.000 kWh @ 10.278c	1.74
Fuel Charge	
17.000 kWh @ 5.630c	0.96
Asset Securitization Charge	
17.000 kWh @ 0.210c	0.04
Minimum Bill Adjustment	11.71
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.97
<hr/>	
<b>Total Taxes</b>	<b>\$2.76</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
000 PATTERSON RD  
LITE HM PH 6 SL

**Bill date** Oct 6, 2023  
**For service** Sep 7 - Oct 5  
29 days

**Account number** 9100 8824 2924

## Billing summary

Previous Amount Due	\$397.45
<i>Payment Received Sep 26</i>	-397.45
Current Lighting Charges	389.88
Taxes	7.57
<b>Total Amount Due Oct 27</b>	<b>\$397.45</b>

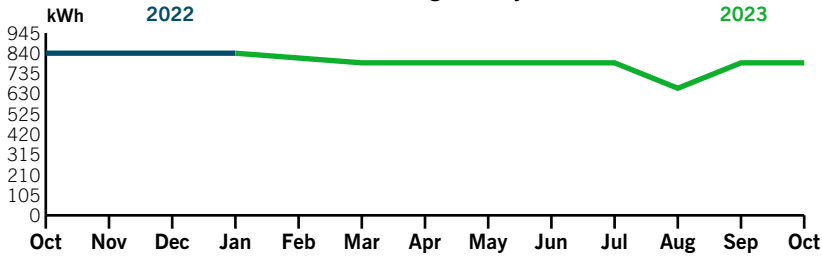


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	790	840	9,523	794
Avg. Daily (kWh)	27	27	26	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8824 2924**

### Amount due

**\$397.45**  
by Oct 27

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

8891008824292400066000000000000000000003974500000397457



## We're here for you

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
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Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

### Call before you dig

Call 800.432.4770 or 811

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

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## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
48W LED ROADWAY OVHD	1	17 kWh
50W LED RW GRY MICRO III 3K OH	1	17 kWh
HPS UG RDWAY 9500L	18	756 kWh
<b>Total</b>	<b>20</b>	<b>790 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
790.000 kWh @ 4.784c	37.80
Fuel Charge	
790.000 kWh @ 5.270c	41.63
Asset Securitization Charge	
790.000 kWh @ 0.061c	0.48
Fixture Charge	
HPS UG RDWAY 9500L	102.24
48W LED ROADWAY OVHD	4.29
50W LED RW GRY MICRO III 3K OH	3.69
Maintenance Charge	
HPS UG RDWAY 9500L	33.12
48W LED ROADWAY OVHD	1.39
50W LED RW GRY MICRO III 3K OH	1.39
Pole Charge	
CONCRETE, 30/35	
20 Pole(s) @ \$8.110	162.20
<b>Total Current Charges</b>	<b>\$389.88</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.29
Gross Receipts Tax	2.09
Municipal Franchise Fee	5.19
<b>Total Taxes</b>	<b>\$7.57</b>





duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
3950 N 10TH ST  
HAINES CITY FL 33844

Bill date Oct 11, 2023  
For service Sep 9 - Oct 9  
31 days

Account number **9100 8826 7105**

## Billing summary

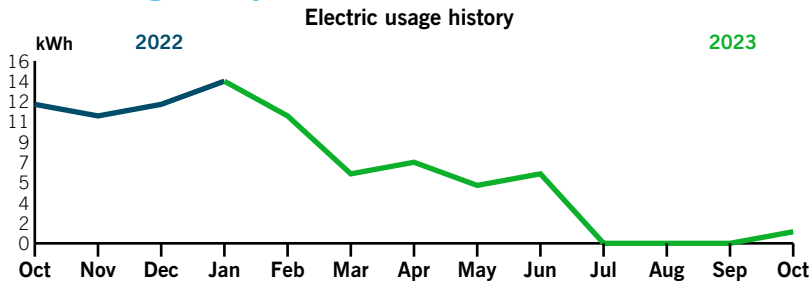
Previous Amount Due	\$32.77
Payment Received Sep 26	-32.77
Current Electric Charges	30.00
Taxes	2.77
<b>Total Amount Due Nov 01</b>	<b>\$32.77</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	1	12	73	6
Avg. Daily (kWh)	0	0	0	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8826 7105**

### Amount due

**\$32.77**  
by Nov 1

After 90 days from bill date, a late charge will apply.

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
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Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

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Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Current electric usage for meter number 3615634</b>	
Actual reading on Oct 9	568
Previous reading on Sep 9	- 567
<hr/>	
Energy Used	1 kWh
Billed kWh	1.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 09 23 to Oct 09 23</b>	
<b>Meter - 3615634</b>	
Customer Charge	\$15.55
Energy Charge	
1.000 kWh @ 10.278c	0.09
Fuel Charge	
1.000 kWh @ 5.630c	0.06
Minimum Bill Adjustment	14.30
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.98
<hr/>	
<b>Total Taxes</b>	<b>\$2.77</b>





**We're here for you**

**Report an emergency**

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

**Convenient ways to pay your bill**

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

**Help managing your account** (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

**General questions or concerns**

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

**Call before you dig**

Call 800.432.4770 or 811

**Check utility rates**

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

**Correspond with Duke Energy** (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

**Important to know**

**Your next meter reading on or after: Nov 7**

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

**Your electric service may be disconnected if your payment is past due**

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

**Electric service does not depend on payment for other products or services**

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

**When you pay by check**

We may process the payment as a regular check or convert it into a one-time electronic check payment.

**Asset Securitization Charge**

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

**Medical Essential Program**

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

**Special Needs Customers**

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

**Para nuestros clientes que hablan Español**

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



### Your usage snapshot - Continued

<b>Current electric usage for meter number 177934</b>	
Actual reading on Oct 6	36781
Previous reading on Sep 8	- 36014
<hr/>	
Energy Used	767 kWh
Billed kWh	767.000 kWh

### Billing details - Electric

<b>Billing Period - Sep 08 23 to Oct 06 23</b>	
<b>Meter - 177934</b>	
Customer Charge	\$15.55
Energy Charge	
767.000 kWh @ 10.278c	78.84
Fuel Charge	
767.000 kWh @ 5.630c	43.18
Asset Securitization Charge	
767.000 kWh @ 0.210c	1.61
<hr/>	
<b>Total Current Charges</b>	<b>\$139.18</b>

Your current rate is General Service Non-Demand Sec (GS-1).

### Billing details - Taxes

Regulatory Assessment Fee	\$0.10
Gross Receipts Tax	3.57
Municipal Franchise Fee	9.15
<hr/>	
<b>Total Taxes</b>	<b>\$12.82</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
2901 N 10TH ST ENTRY  
ENTRY

Bill date Oct 11, 2023  
For service Sep 9 - Oct 9  
31 days

Account number **9100 8826 7527**

## Billing summary

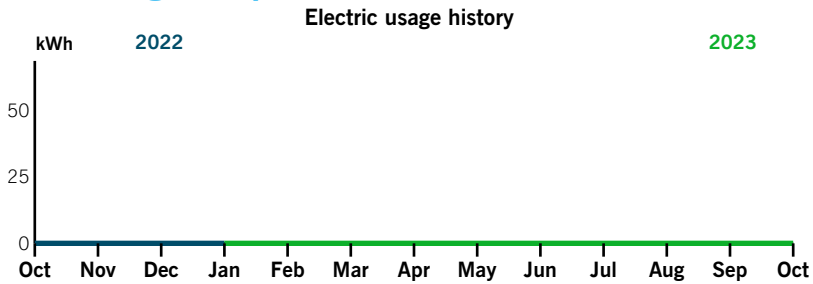
Previous Amount Due	\$32.69
<i>Payment Received Sep 26</i>	-32.69
Current Electric Charges	30.00
Taxes	2.69
<b>Total Amount Due Nov 01</b>	<b>\$32.69</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	0	0	N/A	0
Avg. Daily (kWh)	0	0	N/A	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8826 7527**

### Amount due

**\$32.69**  
by Nov 1

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

8891008826752700066000000000000000000000326900000032690



## We're here for you

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800.228.8485

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### Convenient ways to pay your bill

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By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

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### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

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### Your usage snapshot - Continued

<b>Current electric usage for meter number 8354890</b>	
Actual reading on Oct 9	216
Previous reading on Sep 9	- 216
<hr/>	
Energy Used	0 kWh
Billed kWh	0.000 kWh

### Billing details - Electric

<b>Billing Period - Sep 09 23 to Oct 09 23</b>	
<b>Meter - 8354890</b>	
Customer Charge	\$15.55
Minimum Bill Adjustment	14.45
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

### Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.90
<hr/>	
<b>Total Taxes</b>	<b>\$2.69</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

### Service address

HIGHLAND MEADOWS II CDD  
1015 CONDOR DR  
POOL / CABANA

Bill date Sep 27, 2023

For service Aug 26 - Sep 25  
31 days

Account number **9100 8826 8031**

## Billing summary

Previous Amount Due	\$2,491.94
Payment Received	-2,875.77
Current Electric Charges	1,267.62
Taxes	116.86
<b>Total Amount Due Oct 18</b>	<b>\$1,000.65</b>

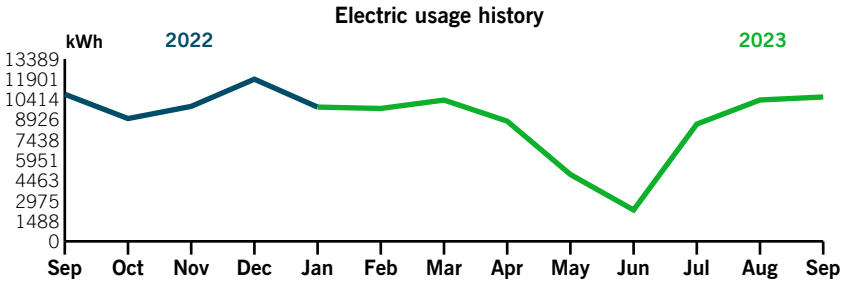


Thank you for your payment.

Know what's below. Call before you dig. Always call 811 before you dig, it's the law. Making this free call at least two full working days before you dig gets utility lines marked and helps protect you from injury and expense. Call 811 or visit call811.com.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

80° 74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 81°

	Current Month	Sep 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	10,595	10,795	106,400	8,867
Avg. Daily (kWh)	342	337	292	

12-month usage based on most recent history

Mail your payment at least 7 days before the due date or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8826 8031**

### Amount due

**\$1,000.65**  
by Oct 18

After 90 days from bill date, a late charge will apply.

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

889100882680310006600000000000000013844800001000653



## We're here for you

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
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### Help managing your account (not applicable for all customers)

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### General questions or concerns

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For hearing impaired TDD/TTY 711  
International 1.407.629.1010

### Call before you dig

Call 800.432.4770 or 811

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Oct 25

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

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A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

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### Para nuestros clientes que hablan Español

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## Your usage snapshot - Continued

<b>Current Electric Usage</b>		
<u>Meter Number</u>	<u>Usage Type</u>	<u>Billing Period</u>
178442	Actual	Aug 26 - Sep 25
<b>Usage Values</b>		
Billed kWh		10,595.396 kWh
Billed Demand kW		18.326 kW
Load Factor		77.71 %

## Billing details - Electric

<b>Billing Period - Aug 26 23 to Sep 25 23</b>	
<b>Meter - 178442</b>	
Customer Charge	\$16.03
Energy Charge	
10,595.396 kWh @ 3.932c	416.61
Fuel Charge	
10,595.396 kWh @ 5.630c	596.52
Demand Charge	
18.326 kW @ \$11.96	219.18
Asset Securitization Charge	
10,595.396 kWh @ 0.182c	19.28
<b>Total Current Charges</b>	<b>\$1,267.62</b>

Your current rate is General Service Demand Sec (GSD-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.94
Gross Receipts Tax	32.53
Municipal Franchise Fee	83.39
<b>Total Taxes</b>	<b>\$116.86</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
600 EAGLECREST DR  
HAINES CITY FL 33844

Bill date Oct 11, 2023  
For service Sep 9 - Oct 9  
31 days

Account number **9100 8826 8263**

## Billing summary

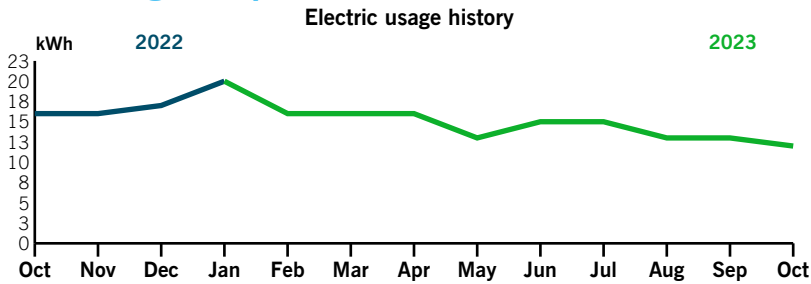
Previous Amount Due	\$32.69
<i>Payment Received Sep 26</i>	-32.69
Current Electric Charges	30.00
Taxes	2.69
<b>Total Amount Due Nov 01</b>	<b>\$32.69</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	12	16	182	15
Avg. Daily (kWh)	0	1	1	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8826 8263**

### Amount due

**\$32.69**  
by Nov 1

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

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### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

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### General questions or concerns

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Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

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A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

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### Para nuestros clientes que hablan Español

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### Your usage snapshot - Continued

<b>Current electric usage for meter number 3549115</b>	
Actual reading on Oct 9	974
Previous reading on Sep 9	- 962
<hr/>	
Energy Used	12 kWh
Billed kWh	12.000 kWh

### Billing details - Electric

<b>Billing Period - Sep 09 23 to Oct 09 23</b>	
<b>Meter - 3549115</b>	
Customer Charge	\$15.55
Energy Charge	
12.000 kWh @ 10.278c	1.23
Fuel Charge	
12.000 kWh @ 5.630c	0.68
Asset Securitization Charge	
12.000 kWh @ 0.210c	0.03
Minimum Bill Adjustment	12.51
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

### Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.90
<hr/>	
<b>Total Taxes</b>	<b>\$2.69</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
0 N 10TH ST  
LITE HIGHLAND MDWS PH 2A

**Bill date** Oct 6, 2023  
**For service** Sep 7 - Oct 5  
29 days

**Account number** 9100 8826 8867

## Billing summary

Previous Amount Due	\$599.86
<i>Payment Received Sep 26</i>	-599.86
Current Lighting Charges	588.06
Taxes	11.80
<b>Total Amount Due Oct 27</b>	<b>\$599.86</b>

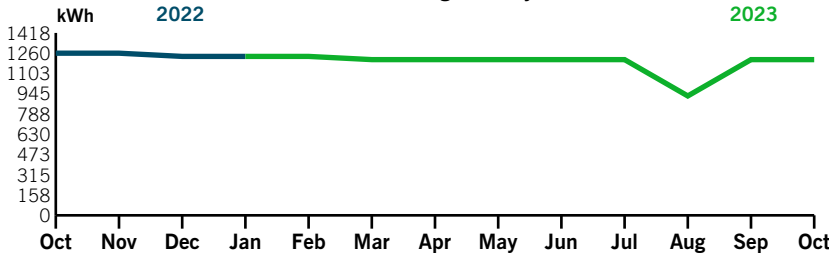


Thank you for your payment.

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## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	1,210	1,260	14,363	1,197
Avg. Daily (kWh)	42	43	40	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
9100 8826 8867

### Amount due

**\$599.86**  
by Oct 27

After 90 days from bill date, a late charge will apply.

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

### Report an emergency

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800.228.8485

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
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Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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St Petersburg, FL 33733

## Important to know

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## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
50 MICRO II 3K UG	1	17 kWh
50W LED RW GRY MICRO III 3K OH	1	17 kWh
HPS UG RDWAY 9500L	28	1,176 kWh
<b>Total</b>	<b>30</b>	<b>1,210 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
1,210.000 kWh @ 4.784c	57.88
Fuel Charge	
1,210.000 kWh @ 5.270c	63.77
Asset Securitization Charge	
1,210.000 kWh @ 0.061c	0.74
Fixture Charge	
HPS UG RDWAY 9500L	159.04
50 MICRO II 3K UG	3.69
50W LED RW GRY MICRO III 3K OH	3.69
Maintenance Charge	
HPS UG RDWAY 9500L	51.52
50 MICRO II 3K UG	1.39
50W LED RW GRY MICRO III 3K OH	1.39
Pole Charge	
CONCRETE, 30/35	
30 Pole(s) @ \$8.110	243.30
<b>Total Current Charges</b>	<b>\$588.06</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.43
Gross Receipts Tax	3.18
Municipal Franchise Fee	8.19
<b>Total Taxes</b>	<b>\$11.80</b>





## We're here for you

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For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
48W LED ROADWAY UG	10	170 kWh
<b>Total</b>	<b>10</b>	<b>170 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
170.000 kWh @ 4.784c	8.13
Fuel Charge	
170.000 kWh @ 5.270c	8.96
Asset Securitization Charge	
170.000 kWh @ 0.061c	0.10
Fixture Charge	
48W LED ROADWAY UG	42.90
Maintenance Charge	
48W LED ROADWAY UG	13.90
Pole Charge	
CONCRETE, 30/35	
10 Pole(s) @ \$8.110	81.10
<b>Total Current Charges</b>	<b>\$156.74</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.12
Gross Receipts Tax	0.48
Municipal Franchise Fee	1.24
<b>Total Taxes</b>	<b>\$1.84</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address** HIGHLAND MEADOWS II CDD  
541 PHEASANT DR  
ENTRY LIGHTING  
**Bill date** Sep 27, 2023  
**For service** Aug 26 - Sep 25  
31 days

**Account number** 9100 8826 9230

## Billing summary

Previous Amount Due	\$65.54
<i>Payment Received</i>	-144.08
Current Electric Charges	30.00
Taxes	2.76
<b>Credit Amount, Do Not Pay</b>	<b>-\$45.78</b>



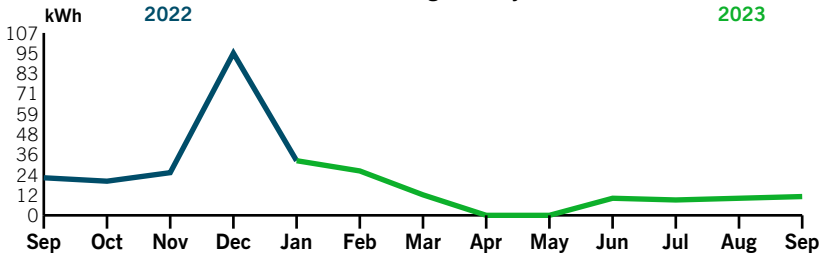
Thank you for your payment.

Know what's below. Call before you dig. Always call 811 before you dig, it's the law. Making this free call at least two full working days before you dig gets utility lines marked and helps protect you from injury and expense. Call 811 or visit call811.com.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

80° 74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 81°

	Current Month	Sep 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	11	22	250	21
Avg. Daily (kWh)	0	1	1	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
9100 8826 9230

### Amount due

**\$0.00**

*No payment is required at this time.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

---

### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

---

### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Oct 25

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

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Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Current electric usage for meter number 1026849</b>	
Actual reading on Sep 25	981
Previous reading on Aug 26	- 970
<hr/>	
Energy Used	11 kWh
Billed kWh	11.000 kWh

## Billing details - Electric

<b>Billing Period - Aug 26 23 to Sep 25 23</b>	
<b>Meter - 1026849</b>	
Customer Charge	\$15.55
Energy Charge	
11.000 kWh @ 10.278c	1.12
Fuel Charge	
11.000 kWh @ 5.630c	0.62
Asset Securitization Charge	
11.000 kWh @ 0.210c	0.02
Minimum Bill Adjustment	12.69
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.97
<hr/>	
<b>Total Taxes</b>	<b>\$2.76</b>





duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
2901 N 10TH ST  
WELL

Bill date Oct 11, 2023  
For service Sep 9 - Oct 9  
31 days

Account number **9100 8826 9462**

## Billing summary

Previous Amount Due	\$32.70
<i>Payment Received Sep 26</i>	-32.70
Current Electric Charges	30.00
Taxes	2.68
<b>Total Amount Due Nov 01</b>	<b>\$32.68</b>

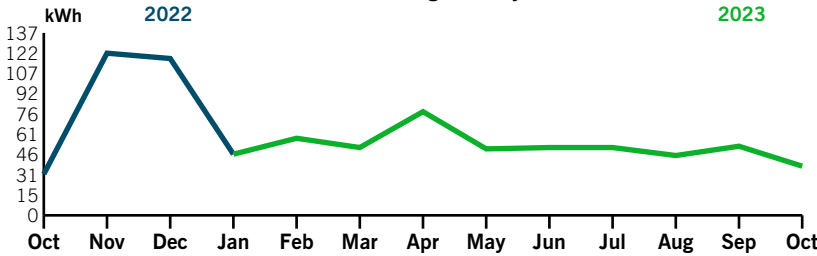


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit [duke-energy.com/lightrepair](http://duke-energy.com/lightrepair) 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	37	31	759	63
Avg. Daily (kWh)	1	1	2	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.

### Amount due

Account number  
**9100 8826 9462**

**\$32.68**  
by Nov 1

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Current electric usage for meter number 4336733</b>	
Actual reading on Oct 9	8976
Previous reading on Sep 9	- 8939
<hr/>	
Energy Used	37 kWh
Billed kWh	37.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 09 23 to Oct 09 23</b>	
<b>Meter - 4336733</b>	
Customer Charge	\$15.55
Energy Charge	
37.000 kWh @ 10.278c	3.81
Fuel Charge	
37.000 kWh @ 5.630c	2.08
Asset Securitization Charge	
37.000 kWh @ 0.210c	0.08
Minimum Bill Adjustment	8.48
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.89
<hr/>	
<b>Total Taxes</b>	<b>\$2.68</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
0 N 10TH ST  
LITE HIGHLAND MDWS PH 2B

**Bill date** Oct 6, 2023  
**For service** Sep 7 - Oct 5  
29 days

**Account number** 9100 8826 9652

## Billing summary

Previous Amount Due	\$589.98
<i>Payment Received Sep 26</i>	-589.98
Current Lighting Charges	578.12
Taxes	11.86
<b>Total Amount Due Oct 27</b>	<b>\$589.98</b>

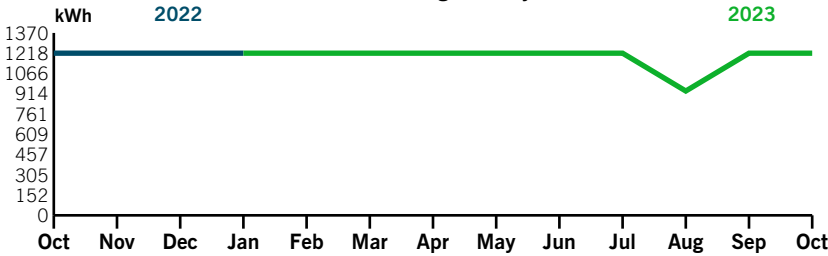


Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	1,218	1,218	14,332	1,194
Avg. Daily (kWh)	42	42	40	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
9100 8826 9652

### Amount due

**\$589.98**  
by Oct 27

After 90 days from bill date, a late charge will apply.

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

---

### Call before you dig

Call 800.432.4770 or 811

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### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.

## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
HPS UG RDWAY 9500L	29	1,218 kWh
<b>Total</b>	<b>29</b>	<b>1,218 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
1,218.000 kWh @ 4.784c	58.27
Fuel Charge	
1,218.000 kWh @ 5.270c	64.19
Asset Securitization Charge	
1,218.000 kWh @ 0.061c	0.74
Fixture Charge	
HPS UG RDWAY 9500L	164.72
Maintenance Charge	
HPS UG RDWAY 9500L	53.36
Pole Charge	
CONCRETE, 30/35	
29 Pole(s) @ \$8.110	235.19
<b>Total Current Charges</b>	<b>\$578.12</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.43
Gross Receipts Tax	3.20
Municipal Franchise Fee	8.23
<b>Total Taxes</b>	<b>\$11.86</b>





## We're here for you

---

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

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### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
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Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

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### Help managing your account (not applicable for all customers)

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Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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### General questions or concerns

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Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

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### Call before you dig

Call 800.432.4770 or 811

---

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

---

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Oct 30

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

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### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Aug 31 - Sep 28</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
HPS UG RDWAY 9500L	42	1,764 kWh
<b>Total</b>	<b>42</b>	<b>1,764 kWh</b>

## Billing details - Lighting

<b>Billing Period - Aug 31 23 to Sep 28 23</b>	
Customer Charge	\$1.65
Energy Charge	
1,764.000 kWh @ 4.784c	84.40
Fuel Charge	
1,764.000 kWh @ 5.270c	92.96
Asset Securitization Charge	
1,764.000 kWh @ 0.061c	1.08
Fixture Charge	
HPS UG RDWAY 9500L	238.56
Maintenance Charge	
HPS UG RDWAY 9500L	77.28
Pole Charge	
CONCRETE, 30/35	
42 Pole(s) @ \$8.110	340.62
<b>Total Current Charges</b>	<b>\$836.55</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.62
Gross Receipts Tax	4.62
Municipal Franchise Fee	11.87
<b>Total Taxes</b>	<b>\$17.11</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
990 CONDOR DR  
ENTRANCE LIGHTS

Bill date Oct 11, 2023  
For service Sep 9 - Oct 9  
31 days

Account number **9100 8827 0035**

## Billing summary

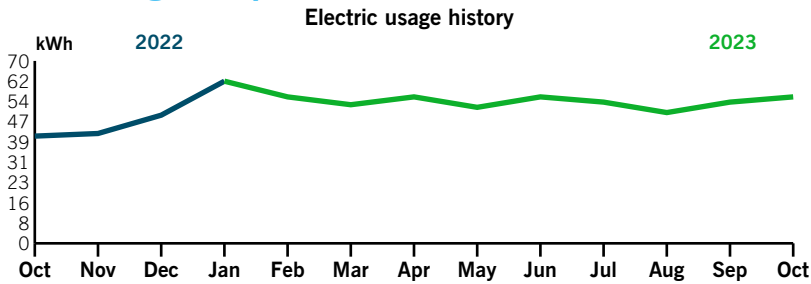
Previous Amount Due	\$32.76
<i>Payment Received Sep 26</i>	-32.76
Current Electric Charges	30.00
Taxes	2.76
<b>Total Amount Due Nov 01</b>	<b>\$32.76</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit [duke-energy.com/lightrepair](http://duke-energy.com/lightrepair) 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	56	41	640	53
Avg. Daily (kWh)	2	1	2	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8827 0035**

### Amount due

**\$32.76**  
by Nov 1

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

---

### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 8

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

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A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

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### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

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## Your usage snapshot - Continued

Current electric usage for meter number 3937291	
Actual reading on Oct 9	1932
Previous reading on Sep 9	- 1876
<hr/>	
Energy Used	56 kWh
Billed kWh	56.000 kWh

## Billing details - Electric

Billing Period - Sep 09 23 to Oct 09 23	
<b>Meter - 3937291</b>	
Customer Charge	\$15.55
Energy Charge	
56.000 kWh @ 10.278c	5.75
Fuel Charge	
56.000 kWh @ 5.630c	3.15
Asset Securitization Charge	
56.000 kWh @ 0.210c	0.12
Minimum Bill Adjustment	5.43
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.97
<hr/>	
<b>Total Taxes</b>	<b>\$2.76</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
000 OLSEN RD  
LITE HGH MDW PH3 SL

Bill date Oct 6, 2023  
For service Sep 7 - Oct 5  
29 days

Account number **9100 8827 0233**

## Billing summary

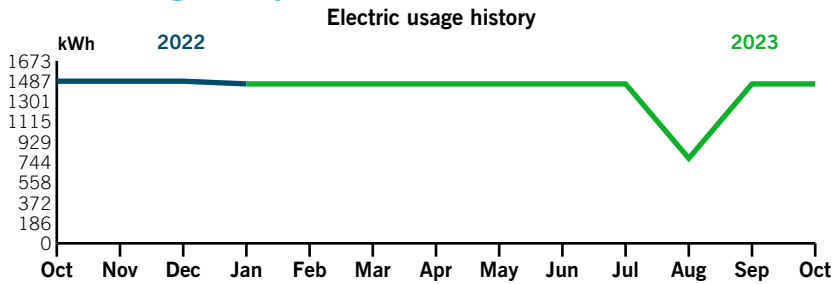
Previous Amount Due	\$712.29
<i>Payment Received Sep 26</i>	-712.29
Current Lighting Charges	707.93
Taxes	4.36
<b>Total Amount Due Oct 27</b>	<b>\$712.29</b>



Thank you for your payment.

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	1,462	1,487	16,912	1,409
Avg. Daily (kWh)	50	51	48	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8827 0233**

### Amount due

**\$712.29**  
by Oct 27

After 90 days from bill date, a late charge will apply.

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

### General questions or concerns

Online [duke-energy.com](http://duke-energy.com)  
Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

### Call before you dig

Call 800.432.4770 or 811

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
48W LED ROADWAY UG	1	17 kWh
50 MICRO II 3K UG	1	17 kWh
HPS UG RDWAY 9500L	34	1,428 kWh
<b>Total</b>	<b>36</b>	<b>1,462 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
1,462.000 kWh @ 4.784c	69.94
Fuel Charge	
1,462.000 kWh @ 5.270c	77.05
Asset Securitization Charge	
1,462.000 kWh @ 0.061c	0.89
Fixture Charge	
HPS UG RDWAY 9500L	193.12
48W LED ROADWAY UG	4.29
50 MICRO II 3K UG	3.69
Maintenance Charge	
HPS UG RDWAY 9500L	62.56
48W LED ROADWAY UG	1.39
50 MICRO II 3K UG	1.39
Pole Charge	
CONCRETE, 30/35	
36 Pole(s) @ \$8.110	291.96
<b>Total Current Charges</b>	<b>\$707.93</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.52
Gross Receipts Tax	3.84
<b>Total Taxes</b>	<b>\$4.36</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
341 MEADOW POINTE DR  
WELL

Bill date Oct 10, 2023  
For service Sep 8 - Oct 6  
29 days

Account number **9100 8827 0423**

## Billing summary

Previous Amount Due	\$124.09
<i>Payment Received Sep 26</i>	-124.09
Current Electric Charges	149.16
Taxes	13.39
<b>Total Amount Due Oct 31</b>	<b>\$162.55</b>



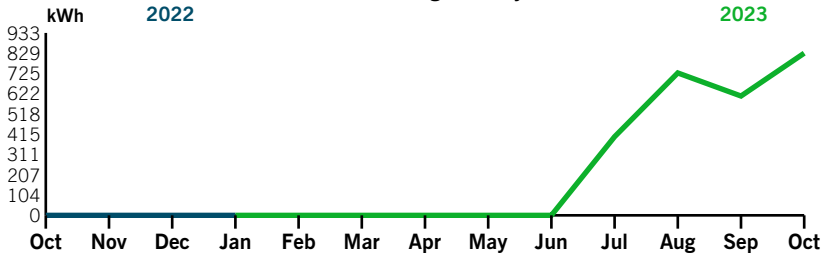
Thank you for your payment.

Learn how to lower your bill with an online or free on-site Business Energy Check. This no-cost analysis provides you with specific tips on how to save energy and qualify for valuable rebates for energy-savings measures. You may also qualify for a FREE Commercial Energy Savings Kit. Go to [duke-energy.com/FreeBizCheck](http://duke-energy.com/FreeBizCheck) or email [prescriptiveincentives@duke-energy.com](mailto:prescriptiveincentives@duke-energy.com).

To help us repair malfunctioning streetlights, quickly: 1. Visit [duke-energy.com/lightrepair](http://duke-energy.com/lightrepair) 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot

Electric usage history



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	829	0	N/A	642
Avg. Daily (kWh)	29	0	N/A	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at [duke-energy.com/billing](http://duke-energy.com/billing). Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.

### Amount due

Account number  
**9100 8827 0423**

**\$162.55**  
by Oct 31

*After 90 days from bill date, a late charge will apply.*



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

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## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

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### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

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### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

<b>Current electric usage for meter number 4506090</b>	
Actual reading on Oct 6	31669
Previous reading on Sep 8	- 30840
<hr/>	
Energy Used	829 kWh
Billed kWh	829.000 kWh

## Billing details - Electric

<b>Billing Period - Sep 08 23 to Oct 06 23</b>	
<b>Meter - 4506090</b>	
Customer Charge	\$15.55
Energy Charge	
829.000 kWh @ 10.278c	85.20
Fuel Charge	
829.000 kWh @ 5.630c	46.67
Asset Securitization Charge	
829.000 kWh @ 0.210c	1.74
<hr/>	
<b>Total Current Charges</b>	<b>\$149.16</b>

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.11
Gross Receipts Tax	3.83
Municipal Franchise Fee	9.45
<hr/>	
<b>Total Taxes</b>	<b>\$13.39</b>



## We're here for you

### Report an emergency

Electric outage [duke-energy.com/outages](http://duke-energy.com/outages)  
800.228.8485

### Convenient ways to pay your bill

Online [duke-energy.com/billing](http://duke-energy.com/billing)  
Automatically from your bank account [duke-energy.com/automatic-draft](http://duke-energy.com/automatic-draft)  
Speedpay (fee applies) [duke-energy.com/pay-now](http://duke-energy.com/pay-now)  
800.700.8744  
By mail payable to Duke Energy P.O. Box 1094  
Charlotte, NC 28201-1094  
In person [duke-energy.com/location](http://duke-energy.com/location)

### Help managing your account (not applicable for all customers)

Register for free paperless billing [duke-energy.com/paperless](http://duke-energy.com/paperless)  
Home [duke-energy.com/manage-home](http://duke-energy.com/manage-home)  
Business [duke-energy.com/manage-bus](http://duke-energy.com/manage-bus)

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Home: Mon - Fri (7 a.m. to 7 p.m.) 800.700.8744  
Business: Mon - Fri (7 a.m. to 6 p.m.) 877.372.8477  
For hearing impaired TDD/TTY 711  
International 1.407.629.1010

### Call before you dig

Call 800.432.4770 or 811

### Check utility rates

Check rates and charges [duke-energy.com/rates](http://duke-energy.com/rates)

### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 6

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## Your usage snapshot - Continued

<b>Outdoor Lighting</b>		
<b>Billing period Sep 07 - Oct 05</b>		
<b>Description</b>	<b>Quantity</b>	<b>Usage</b>
50W LED RW GRY MICRO III 3K OH	1	17 kWh
HPS UG RDWAY 9500L	57	2,394 kWh
<b>Total</b>	<b>58</b>	<b>2,411 kWh</b>

## Billing details - Lighting

<b>Billing Period - Sep 07 23 to Oct 05 23</b>	
Customer Charge	\$1.65
Energy Charge	
2,411.000 kWh @ 4.784c	115.35
Fuel Charge	
2,411.000 kWh @ 5.270c	127.06
Asset Securitization Charge	
2,411.000 kWh @ 0.061c	1.47
Fixture Charge	
50W LED RW GRY MICRO III 3K OH	3.69
HPS UG RDWAY 9500L	323.76
Maintenance Charge	
50W LED RW GRY MICRO III 3K OH	1.39
HPS UG RDWAY 9500L	104.88
Pole Charge	
CONCRETE, 30/35	
58 Pole(s) @ \$8.110	470.38
<b>Total Current Charges</b>	<b>\$1,149.63</b>

Your current rate is Lighting Service Company Owned/Maintained (LS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.85
Gross Receipts Tax	6.30
Municipal Franchise Fee	15.60
<b>Total Taxes</b>	<b>\$22.75</b>



duke-energy.com  
877.372.8477

# Your Energy Bill

**Service address**  
HIGHLAND MEADOWS II CDD  
108 TANGER ST  
IRRIGATION

Bill date Oct 10, 2023  
For service Sep 8 - Oct 6  
29 days

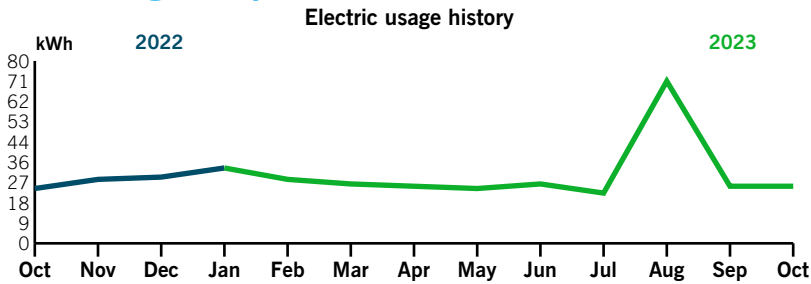
Account number **9100 8827 0796**

## Billing summary

Previous Amount Due	\$32.76
<i>Payment Received</i>	0.00
Current Electric Charges	30.00
Taxes	2.76
<b>Total Amount Due Oct 31</b>	<b>\$65.52</b>

To help us repair malfunctioning streetlights, quickly: 1. Visit duke-energy.com/lightrepair 2. Provide us with the light's location and your contact information. 3. Specific addresses, landmarks and directions work best.

## Your usage snapshot



### Average temperature in degrees

74° 71° 63° 63° 68° 71° 75° 77° 80° 83° 84° 80° 78°

	Current Month	Oct 2022	12-Month Usage	Avg Monthly Usage
Electric (kWh)	25	24	362	30
Avg. Daily (kWh)	1	1	1	

12-month usage based on most recent history

**Mail your payment at least 7 days before the due date** or pay instantly at duke-energy.com/billing. Payments for this statement within 90 days from the bill date will avoid a 1.0% late payment charge.

Please return this portion with your payment. Thank you for your business.



Duke Energy Return Mail  
PO Box 1090  
Charlotte, NC 28201-1090

Account number  
**9100 8827 0796**

### Amount due

**\$65.52**  
by Oct 31

*After 90 days from bill date, a late charge will apply.*

\$ \_\_\_\_\_ \$ \_\_\_\_\_  
Add here, to help others with a contribution to Share the Light **Amount enclosed**

**HIGHLAND MEADOWS II CDD**  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

Duke Energy Payment Processing  
PO Box 1094  
Charlotte, NC 28201-1094

88910088270796000660000003276000000327600000065522



## We're here for you

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### Report an emergency

Electric outage	duke-energy.com/outages 800.228.8485
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### Convenient ways to pay your bill

Online	duke-energy.com/billing
Automatically from your bank account	duke-energy.com/automatic-draft
Speedpay (fee applies)	duke-energy.com/pay-now 800.700.8744
By mail payable to Duke Energy	P.O. Box 1094 Charlotte, NC 28201-1094
In person	duke-energy.com/location

---

### Help managing your account (not applicable for all customers)

Register for free paperless billing	duke-energy.com/paperless
Home	duke-energy.com/manage-home
Business	duke-energy.com/manage-bus

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### General questions or concerns

Online	duke-energy.com
Home: Mon - Fri (7 a.m. to 7 p.m.)	800.700.8744
Business: Mon - Fri (7 a.m. to 6 p.m.)	877.372.8477
For hearing impaired TDD/TTY	711
International	1.407.629.1010

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### Call before you dig

Call	800.432.4770 or 811
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### Check utility rates

Check rates and charges	duke-energy.com/rates
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### Correspond with Duke Energy (not for payment)

P.O. Box 14042  
St Petersburg, FL 33733

## Important to know

### Your next meter reading on or after: Nov 7

Please be sure we can safely access your meter. Don't worry if your digital meter flashes eights from time to time. That's a normal part of the energy measuring process.

### Your electric service may be disconnected if your payment is past due

If payment for your electric service is past due, we may begin disconnection procedures. The due date on your bill applies to current charges only. Any unpaid, past due charges are not extended to the new due date and may result in disconnection. The reconnection fee is \$13 between the hours of 7 a.m. and 7 p.m. Monday through Friday and \$14 after 7 p.m. or on the weekends.

### Electric service does not depend on payment for other products or services

Non-payment for non-regulated products or services (such as surge protection or equipment service contracts) may result in removal from the program but will not result in disconnection of electric service.

### When you pay by check

We may process the payment as a regular check or convert it into a one-time electronic check payment.

### Asset Securitization Charge

A charge to recover cost associated with nuclear asset-recovery bonds. Duke Energy Florida is acting as the collection agent for Special Purpose Entity (SPE) until the bonds have been paid in full or legally discharged.

### Medical Essential Program

Identifies customers who are dependent on continuously electric-powered medical equipment. The program does not automatically extend electric bill due dates, nor does it provide priority restoration. To learn more or find out if you qualify, call 800.700.8744 or visit [duke-energy.com/home/billing/special-assistance/medically-essential](http://duke-energy.com/home/billing/special-assistance/medically-essential).

### Special Needs Customers

Florida Statutes offer a program for customers who need special assistance during emergency evacuations and sheltering. Customers with special needs may contact their local emergency management agency for registration and more information.

### Para nuestros clientes que hablan Español

Representantes bilingües están disponibles para asistirle de lunes a viernes de 7 a.m. - 7 p.m. Para obtener más información o reportar problemas con su servicio eléctrico, favor de llamar al 800.700.8744.



## Your usage snapshot - Continued

Current electric usage for meter number 3340746	
Actual reading on Oct 6	16823
Previous reading on Sep 8	- 16798
<hr/>	
Energy Used	25 kWh
Billed kWh	25.000 kWh

## Billing details - Electric

Billing Period - Sep 08 23 to Oct 06 23	
<b>Meter - 3340746</b>	
Customer Charge	\$15.55
Energy Charge	
25.000 kWh @ 10.278c	2.57
Fuel Charge	
25.000 kWh @ 5.630c	1.41
Asset Securitization Charge	
25.000 kWh @ 0.210c	0.05
Minimum Bill Adjustment	10.42
<hr/>	
<b>Total Current Charges</b>	<b>\$30.00</b>

The total charges incurred during this billing period are below the minimum expenses necessary to equitably provide and maintain reliable electric service to all facilities across the state. When the combined monthly customer, energy, fuel, and other charges fall below a \$30 threshold, customers will see the difference noted as a Minimum Bill Adjustment under the Billing Details section. Learn more about the minimum charge adjustment and additional customer charges at [duke-energy.com/minimum](http://duke-energy.com/minimum).

Your current rate is General Service Non-Demand Sec (GS-1).

## Billing details - Taxes

Regulatory Assessment Fee	\$0.02
Gross Receipts Tax	0.77
Municipal Franchise Fee	1.97
<hr/>	
<b>Total Taxes</b>	<b>\$2.76</b>



# HIGHLAND MEADOWS COMMUNITY DEVELOPMENT DISTRICT II

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District Office · Orlando, Florida · (407) 472-2471  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
www.highlandmeadows2cdd.org

## Check Request

Amount: \$ 220

Description: Towing Fee Payback

Date: 09/26/23 (06/06/23 Date of Incident)

Payable to: Franklyn Morris

Address: 3407 Patterson heights Hains City

Requestor: Brian Mendes

Approved by \_\_\_\_\_ Brian Mendes \_\_\_\_\_

# GreenspoonMarder

RECEIVED  
SEP 25 2023

Trade Centre South - Suite 700  
100 West Cypress Creek Road  
Fort Lauderdale, Florida 33309  
Toll Free (888) 491-1120  
Fax (954) 343-6272  
Federal Tax ID 81-2555319

Highland Meadows 2 CDD  
C/O Rizzetta & Company  
3434 Colwell Avenue, Suite 200  
Tampa, FL 33614

September 20, 2023  
Invoice: 1478602  
Client ID: 76616  
Page Number: 1

## INVOICE SUMMARY

**Our Matter # 76616.0001 - Board Attorney**

Fees for Professional Services	\$1,977.50
NET CURRENT BILLING FOR THIS MATTER	<u>\$1,977.50</u>
Less Prepaid Applied	(\$1,810.00)
Balance Due for Current Invoice	<u>\$167.50</u>
<b>Total Due For This Matter</b>	<u><u>\$167.50</u></u>

**Time Detail**

<b>Date</b>	<b>Description</b>	<b>Tkpr</b>	<b>Hours</b>	<b>Amount</b>
08/03/23	Review of website for resolutions; prepare resolution for levy of assessments.	MS4	0.30	45.00
08/03/23	Emails from MV, SC, re: misconduct allegations.	SCG	0.20	55.00
08/04/23	Exchange of emails with District Manager regarding resolutions.	MS4	0.20	30.00
08/07/23	Review of 2022 resolution and update to final resolution regarding assessments; email to District Manager.	MS4	0.30	45.00
08/07/23	Emails with BM re: shade meeting, resolution.	SCG	0.20	55.00
08/07/23	Prepare assessment levy resolution.	SCG	1.00	275.00
08/08/23	Email to District Manager with levy assessment resolution.	MS4	0.10	15.00
08/08/23	Emails with MV re: proposed motion.	SCG	0.30	82.50
08/09/23	Emails re K-H contract.	SCG	0.20	55.00
08/10/23	R/R Correspondence from D Kronick re: final agenda.	SCG	0.20	55.00
08/10/23	R/R July Financial statements.	SCG	0.20	55.00
08/10/23	Correspondence to MV.	SCG	0.20	55.00
08/14/23	Receive and respond to email from MV re: Proposal for Painting.	SCG	0.20	55.00
08/15/23	Emails with MV, District Counsel re: upcoming meeting, district issues.	SCG	0.30	82.50
08/16/23	Receive, review, and provide revisions to district engineer contract.	SCG	0.60	165.00
08/16/23	Correspondence from BM re: revised agenda.	SCG	0.10	27.50
08/17/23	Prepare for and attend CDD meeting.	SCG	3.00	825.00

**Timekeeper Summary**

<b>Timekeeper</b>	<b>Title</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Melissa J. Spinner	Paralegal	0.90	150.00	135.00
Tina Garcia	Partner	6.70	275.00	1,842.50
Total For Services				1,977.50
Current Invoice Total				\$1,977.50
Prepaid Funds Applied				\$(1,810.00)
Balance Due for Current Invoice				\$167.50
<b>TOTAL AMOUNT DUE</b>				<b>\$167.50</b>

# GreenspoonMarder

Trade Centre South - Suite 700  
100 West Cypress Creek Road  
Fort Lauderdale, Florida 33309  
Toll Free (888) 491-1120  
Fax (954) 343-6272  
Federal Tax ID 81-2555319

Highland Meadows 2 CDD  
C/O Rizzetta & Company  
3434 Colwell Avenue, Suite 200  
Tampa, FL 33614

September 20, 2023  
Invoice: 1478602  
Client ID: 76616  
Page Number: 3

## Accounts Receivable Detail

<b>Date</b>	<b>Invoice</b>	<b>Billed</b>	<b>Receipt</b>	<b>Balance</b>
09/20/2023	1478602	1,977.50	1,810.00	167.50
	<b>Total</b>	<b>\$1,977.50</b>	<b>\$1,810.00</b>	<b>\$167.50</b>

# GreenspoonMarder

Trade Centre South - Suite 700  
100 West Cypress Creek Road  
Fort Lauderdale, Florida 33309  
Toll Free (888) 491-1120  
Fax (954) 343-6272  
Federal Tax ID 81-2555319

Highland Meadows 2 CDD  
C/O Rizzetta & Company  
3434 Colwell Avenue, Suite 200  
Tampa, FL 33614

September 20, 2023  
Invoice: 1478602  
Client ID: 76616  
Page Number: 4

Total For Services	\$1,977.50
Current Invoice Total	\$1,977.50
Prepaid Funds Applied	\$(1,810.00)
Balance Due for Current Invoice	\$167.50
<b>TOTAL AMOUNT DUE</b>	<b>\$167.50</b>

THANK YOU !

For questions regarding this invoice please call 888-491-1120, or e-mail [billinggroup@gmlaw.com](mailto:billinggroup@gmlaw.com)

**Remittance via US Mail:**

Greenspoon Marder LLP.  
Attn: Accounts Receivable  
Trade Centre South - Suite 700  
100 West Cypress Creek Road  
Fort Lauderdale, Florida 33309

**Remittance via Credit Card:**

Visit our website, [www.gmlaw.com](http://www.gmlaw.com), to make secure payments by credit card. You will find detailed instructions. If you have any issues or questions, please email [billinggroup@gmlaw.com](mailto:billinggroup@gmlaw.com). We accept Visa, MasterCard, Discover and American Express.

**Remittance via Wire:**

Synovus, ABA #061100606  
For Credit to: Greenspoon Marder  
LLP ACH Account  
Account # 1013936677

Please email [billinggroup@gmlaw.com](mailto:billinggroup@gmlaw.com) with the client number and amount wired for proper application.

# INVOICE



## Bill To

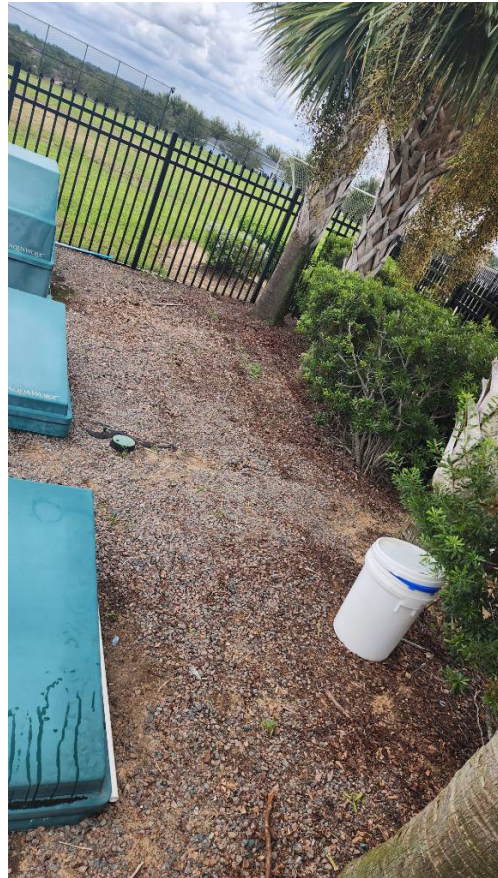
Highland Meadows II CDD c/o Rizzetta &  
Company  
8529 South Park Circle Suite 330 Orlando,  
Florida 32819  
Orlando, Florida 32819

## HP Home Maintenance Solutions LLC

2812 Shelburne Way  
Saint Cloud , Florida 34772  
Phone: (407) 412-3731  
Email: hphomemaintenancesolutions@gmail.com  
Web: Www.hphomemaintenancesolutions.com

Payment terms Due upon receipt  
Invoice # 237  
Date 10/11/2023

Description	Total
Damage chairs and trash	\$150.00
Removal and disposal of trash and chairs	
<b>Subtotal</b>	\$150.00
<b>Total</b>	<b>\$150.00</b>



By signing this document, the customer agrees to the services and conditions outlined in this document.

---

Highland Meadows II CDD c/o Rizzetta &  
Company



# LOCALIQ

FLORIDA

RECEIVED  
OCT 16 2023

ACCOUNT NAME		ACCOUNT #	PAGE #
Highland Meadows II CDD		527032	1 of 1
INVOICE #	BILLING PERIOD	PAYMENT DUE DATE	
0005908823	Sep 1- Sep 30, 2023	October 20, 2023	
PREPAY (Memo Info)	UNAPPLIED (Included in amt due)	TOTAL CASH AMT DUE*	
\$0.00	\$0.00	\$1,974.65	

**BILLING ACCOUNT NAME AND ADDRESS**

Highland Meadows II Cdd  
3434 Colwell Ave. Ste. 200  
Tampa, FL 33614-8390



Legal Entity: Gannett Media Corp.

**Terms and Conditions:** Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. Previous account number: CFL 729959

Date	Description	Amount
9/1/23	Balance Forward	\$1,577.08

**Package Advertising**

Start-End Date	Order Number	Description	PO Number	Package Cost
9/13/23	9251252	9/21/23 Special BOS PHN	9/21/23 Special BOS	\$397.57

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$1,974.65
Service Fee 3.99%	\$78.79
*Cash/Check/ACH Discount	-\$78.79
*Payment Amount by Cash/Check/ACH	\$1,974.65
Payment Amount by Credit Card	\$2,053.44

**PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT**

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
Highland Meadows II CDD		527032		0005908823		
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$397.57	\$1,577.08	\$0.00	\$0.00	\$0.00	\$0.00	\$1,974.65
REMITTANCE ADDRESS: (Include Account # & Invoice # on check)				TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:		TOTAL CREDIT CARD AMT DUE
CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244				<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX		\$2,053.44
				Card Number _____		
				Exp Date ____/____/____	CVV Code _____	
				Signature _____		Date _____

0000527032000000000000000059088230019746567171

RECEIVED

AUG 11 2023

# LOCALiQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

PO Box 631244 Cincinnati, OH 45263-1244

## **PROOF OF PUBLICATION**

Diana Kronick  
Highland Meadows II CDD  
3434 Colwell AVE # 200  
Tampa FL 33614-8390

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The Ledger-News Chief, published in Polk County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Polk County, Florida, or in a newspaper by print in the issues of, on:

07/30/2023, 08/06/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/06/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$1577.08

Order No: 9097748

# of Copies:

Customer No: 527032

1

PO #: PH Budget Meeting

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

**KAITLYN FELTY  
Notary Public  
State of Wisconsin**

HIGHLAND MEADOWS II  
COMMUNITY DEVELOPMENT  
DISTRICT

NOTICE OF PUBLIC HEARING  
TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2023/2024  
BUDGET; NOTICE OF PUBLIC  
HEARING TO CONSIDER THE  
IMPOSITION OF OPERATIONS  
AND MAINTENANCE SPECIAL  
ASSESSMENTS, ADOPTION OF  
AN ASSESSMENT ROLL, AND  
THE LEVY, COLLECTION, AND  
ENFORCEMENT OF SAME; AND  
NOTICE OF SPECIAL BOARD OF  
SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Highland Meadows II Community Development District ("District") will hold two public hearings and a regular meeting on August 17, 2023 at 3:30 p.m. at Tam Fellows Community Center, 207 North Blvd., W., Davenport, FL 33837, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("Fiscal Year 2023/2024"). The second public hearing is being held pursuant to Chapters 190 and 197, Florida Statutes, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District to fund the Proposed Budget for Fiscal Year 2023/2024; to consider the adoption of an assessment roll; and to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Rizzetta & Company, Inc., Attn: Brian Mendes, 3434 Colwell Avenue, Suite 200, Tampa, Florida, 33614, Ph: (904)436-6270 ext. 4631 ("District Manager's Office"), during normal business hours or by visiting the District's website at [www.highlandmeadows2cdd.com](http://www.highlandmeadows2cdd.com).

Description of Assessments  
The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use Single Family  
Total # of Units 1462  
EAU Factor .10  
Proposed O&M Assessment 617.07  
(including collection costs / early payment discounts)

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Polk County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), Florida Statutes, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), Florida Statutes, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2023/2024.

For Fiscal Year 2023/2024, the District intends to have the County tax collector collect the assessments imposed on certain developed property. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

Additional Provisions

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record of the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Brian Mendes  
District Manager

9097748 7/30 8/6/23

# LOCALIQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

PO Box 631244 Cincinnati, OH 45263-1244

RECEIVED  
SEP 18 2023

## PROOF OF PUBLICATION

Giovanni Massimino  
Highland Meadows II CDD  
3434 Colwell AVE # 200  
Tampa FL 33614-8390

Office of Public  
Special Board of Supervisors  
Meeting  
Highland Meadows Community  
Development District II

The Highland Meadows Community Development District II will hold a Special Board of Supervisors meeting on Thursday, September 21, 2023, at 3:30 p.m. at the Tom Fellows Community Center located at 207 North Blvd. W., Davenport, FL 33637.

A copy of the agenda may be obtained at the office of the District Manager, Rizzetta & Company, Inc., located at 8529 South Park Circle, Suite 350, Orlando, Florida 32819, (407) 472-2471, during normal business hours. Additionally, a copy of the agenda, along with any meeting materials available in an electronic format, may be obtained at ([www.highlandmeadows2cdd.com](http://www.highlandmeadows2cdd.com)). Items on the agenda may include, but are not limited to, District operations and maintenance activities, financial matters, capital improvements, and general administration activities.

The meetings will be open to the public and will be conducted in accordance with provisions of Florida Law. There may be occasions when one or more Board Supervisors or staff members will participate by telephone. A speaker telephone will be present at the above location so that any Board Supervisor or staff member can attend the meetings by telephone and be fully informed of the discussions taking place either in person or by telephone communication. The meetings may be continued in progress to a date, time and location to be stated on the record at the meetings.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in any meeting is asked to advise the District Office at least forty-eight (48) hours before a meeting by contacting the District Manager at (407) 472-2471. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), who can aid you in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meetings is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Highland Meadows Community  
Development District II  
Brian Mendes, District Manager  
9251252 9/13/23

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The Ledger-News Chief, published in Polk County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Polk County, Florida, or in a newspaper by print in the issues of, on:

09/13/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/13/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$397.57  
Order No: 9251252 # of Copies: 1  
Customer No: 527032  
PO #: 9/21/23 Special BOS

**THIS IS NOT AN INVOICE!**

Please do not use this form for payment remittance.

KAITLYN FELTY  
Notary Public  
State of Wisconsin

PRINCE & SONS, INC.  
 200 South F Street  
 Haines City, FL 33844



# Invoice

DATE	INVOICE NO.
9/19/2023	10186

<b>BILL TO</b>
Highland Meadows II CDD c/o Rizzetta & Company 8529 South Park Circle Suite 330 Orlando, Florida 32819

<b>PLACE OF SERVICE</b>
Highland Meadows II CDD Davenport, Florida Tanger Entrance

TERMS	DUE DATE	P&S WO#	Rep	Vendor PO #
Net 30	10/19/2023			

DESCRIPTION	Quantity	RATE	AMOUNT
Irrigation Labor--Replace broken or clogged nozzles, broken spray head. Straighten one rotor.	1	65.00	65.00
Hunter Spray Nozzles	5	1.87	9.35
Hunter 6" Spray Head	1	12.65	12.65

Phone #	E-mail Accounts@princeandsonsinc.com	<b>Total</b>	\$87.00
		<b>Payments/Credits</b>	\$0.00
8634225207	Web Site www.Princeandsonsinc.com	<b>Balance Due</b>	\$87.00

PRINCE & SONS, INC.  
 200 South F Street  
 Haines City, FL 33844



# Invoice

DATE	INVOICE NO.
9/19/2023	10187

<b>BILL TO</b>
Highland Meadows II CDD c/o Rizzetta & Company 8529 South Park Circle Suite 330 Orlando, Florida 32819

<b>PLACE OF SERVICE</b>
Highland Meadows II CDD Davenport, Florida Dunlin

TERMS	DUE DATE	P&S WO#	Rep	Vendor PO #
Net 30	10/19/2023			

DESCRIPTION	Quantity	RATE	AMOUNT
Irrigation Labor--Replae clogged nozzles	1	65.00	65.00
Hunter Spray Nozzles	16	1.87	29.92

Phone #	E-mail Accounts@princeandsonsinc.com	<b>Total</b>	\$94.92
		<b>Payments/Credits</b>	\$0.00
8634225207	Web Site www.Princeandsonsinc.com	<b>Balance Due</b>	\$94.92

PRINCE & SONS, INC.  
 200 South F Street  
 Haines City, FL 33844



# Invoice

DATE	INVOICE NO.
10/1/2023	10277

<b>BILL TO</b>
Highland Meadows II CDD c/o Rizzetta & Company 8529 South Park Circle Suite 330 Orlando, Florida 32819

<b>PLACE OF SERVICE</b>
Highland Meadows II CDD 417 Highland Meadows Street Davenport, Florida 33837

TERMS	DUE DATE	P&S WO#	Rep	Vendor PO #
Net 30	10/31/2023			

DESCRIPTION	Quantity	RATE	AMOUNT
October Landscape Maintenance	1	11,655.00	11,655.00
Bushhogging	1	2,090.00	2,090.00
Irrigation Inspection	1	900.00	900.00
October Landscape Maintenance-Amenity	1	1,355.00	1,355.00

**RECEIVED**  
 10/02/2023

Phone #	E-mail Accounts@princeandsonsinc.com	<b>Total</b>	\$16,000.00
		<b>Payments/Credits</b>	\$0.00
8634225207	Web Site www.Princeandsonsinc.com	<b>Balance Due</b>	\$16,000.00



**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
10/1/2023	INV0000084084

**Bill To:**

Highland Meadows II CDD 3434 Colwell Avenue Suite 200 Tampa FL 33614
---

Services for the month of	Terms	Client Number
October	Upon Receipt	00672

Description	Qty	Rate	Amount
Assessment Roll (Annual)	1.00	\$5,200.00	\$5,200.00
<b>Subtotal</b>			\$5,200.00
<b>Total</b>			\$5,200.00

**RECEIVED**  
 09/21/23

**Rizzetta & Company, Inc.**  
 3434 Colwell Avenue  
 Suite 200  
 Tampa FL 33614

**Invoice**

Date	Invoice #
10/1/2023	INV0000084186

**Bill To:**

Highland Meadows II CDD 3434 Colwell Avenue Suite 200 Tampa FL 33614
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Services for the month of	Terms	Client Number
October	Upon Receipt	00672

Description	Qty	Rate	Amount
Management Services	1.00	\$3,640.00	\$3,640.00
Website Compliance & Management	1.00	\$100.00	\$100.00
<b>Subtotal</b>			\$3,740.00
<b>Total</b>			\$3,740.00

**RECEIVED**  
 09/21/23

# SECURITY AND INVESTIGATIONS

5764 NORTH ORANGE BLOSSOM TRAIL # 142  
ORLANDO, FL 32810 US  
+1 3219606672  
sai.crimeprevention@yahoo.com



## INVOICE

**BILL TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**SHIP TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**INVOICE** 1262  
**DATE** 08/10/2023  
**TERMS** Due on receipt  
**DUE DATE** 08/10/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
07/28/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
07/29/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
07/30/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
07/31/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/01/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/02/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/03/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/04/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/05/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/06/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00

08/07/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/08/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
08/09/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
		WEEK 1 JULY 28,2023 AUGUST 3 2023			
08/10/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
		WEEK 1 AUGUST 4, 2023 - AUGUST 10, 2023			

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	SUBTOTAL	2,492.00
	TAX	0.00
	TOTAL	2,492.00
	BALANCE DUE	<b>\$2,492.00</b>

# SECURITY AND INVESTIGATIONS

5764 NORTH ORANGE BLOSSOM TRAIL # 142  
ORLANDO, FL 32810 US  
+1 3219606672  
sai.crimeprevention@yahoo.com



## INVOICE

**BILL TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**SHIP TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**INVOICE** 1275  
**DATE** 09/23/2023  
**TERMS** Due on receipt  
**DUE DATE** 09/23/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/08/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/09/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/10/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/11/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/12/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/13/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/14/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/15/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/16/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/17/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00

09/18/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/19/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/20/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/21/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/21/2023	Services	WEEK 2 SEPTEMBER 15 - SEPTEMEBR 21 2023			0.00
		WEEK 1 SEPTEMBER 8 - SEPTEMEBR 14			

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SUBTOTAL	2,492.00
TAX	0.00
TOTAL	2,492.00
BALANCE DUE	<b>\$2,492.00</b>

# SECURITY AND INVESTIGATIONS

5764 NORTH ORANGE BLOSSOM TRAIL # 142  
ORLANDO, FL 32810 US  
+1 3219606672  
sai.crimeprevention@yahoo.com



## INVOICE

**BILL TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**SHIP TO**  
Scott Brizendine  
HIGHLAND MEADOWS II  
3434 Colwell Ave  
Suite 200  
Tampa, Florida 33614 USA

**INVOICE** 1284  
**DATE** 10/09/2023  
**TERMS** Due on receipt  
**DUE DATE** 10/09/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/22/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/23/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/24/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/25/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/26/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/27/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/28/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/29/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
09/30/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
10/01/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00

10/02/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
10/03/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
10/04/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
10/05/2023	Services	AMENITIES PATROL 1015 Condor Dr Davenport 12 pm -8 pm	8	22.25	178.00
		WEEK 1 SEPTEMBER 22,2023 THROUGH SEPTEMBER 28 2023			
		WEEK 1 SEPTEMBER 29,2023 THROUGH OCTOBER 05 2023			

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SUBTOTAL	2,492.00
TAX	0.00
TOTAL	2,492.00
BALANCE DUE	<b>\$2,492.00</b>





September 30, 2023  
 Invoice Number: 0038117093023  
 Account Number: 8337 12 006 0038117  
 Security Code:  
 Service At: 1015 CONDOR DR  
 HAINES CITY FL 33844-7738

RECEIVED  
 OCT 04 2023

NEWS AND INFORMATION

Contact Us

Visit us at SpectrumBusiness.net  
 Or, call us at 855-252-0675

NOTE: Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.



**Summary** *Service from 09/30/23 through 10/29/23 details on following pages*

Previous Balance	187.97
Payments Received	0.00
<b>Past Due Balance - Due Now</b>	<b>\$187.97</b>
Spectrum Business™ Internet	147.98
Spectrum Business™ Voice	39.99
One-Time Charges	8.95
Current Charges Due By 10/17/23	\$196.92
<b>Total Due</b>	<b>\$384.89</b>

RECEIVED  
 10/04/2023

**ACTION REQUIRED: ACCOUNT STATUS DELINQUENT**

Your account is now in a delinquent status. The total delinquent amount is due immediately and must be paid to avoid collections activity including, potential service suspension. If you resume service after disconnection due to nonpayment, your past due balance, along with first month of service and a reconnection fee will be required.



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652  
 8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

The Highland Meadows 2 CDD  
 3434 COLWELL AVE STE 200  
 TAMPA FL 33614-8390

September 30, 2023  
**The Highland Meadows 2 CDD**  
 Invoice Number: 0038117093023  
 Account Number: 8337 12 006 0038117  
 Service At: 1015 CONDOR DR  
 HAINES CITY FL 33844-7738

<b>Total Due</b>	<b>\$384.89</b>
Amount you are enclosing	\$

Please Remit Payment To:

CHARTER COMMUNICATIONS  
 PO BOX 7186  
 PASADENA CA 91109-7186



833712006003811700384891

Invoice Number: 0038117093023  
 Account Number: 8337 12 006 0038117  
 Security Code:

**Contact Us**

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
 Or, call us at **855-252-0675**

8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

**Charge Details**

Previous Balance	187.97
Past Due Balance - Due Now	<b>\$187.97</b>

Payments received after 09/30/23 will appear on your next bill.

Service from 09/30/23 through 10/29/23

**Spectrum Business™ Internet**

Spectrum Business	199.99
Internet Ultra	
Promotional Discount	-60.00
Spectrum WIFI	0.00
Business WIFI	7.99
Web Hosting	0.00
Security Suite	0.00
Domain Name	0.00
Vanity Email	0.00
	<b>\$147.98</b>

Spectrum Business™ Internet Total \$147.98

**Spectrum Business™ Voice**

Phone number (863) 438-2718

Spectrum Business Voice	39.99
	<b>\$39.99</b>

For additional call details,  
 please visit [SpectrumBusiness.net](http://SpectrumBusiness.net)

Spectrum Business™ Voice Total \$39.99

**One-Time Charges**

Late Fee	09/30	8.95
One-Time Charges Total		<b>\$8.95</b>

Current Charges Due By 10/17/23	<b>\$196.92</b>
Total Due	<b>\$384.89</b>

**Billing Information**

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit [spectrum.net/taxesandfees](http://spectrum.net/taxesandfees) for more information.

**Spectrum Terms and Conditions of Service** - In accordance with the Spectrum Business Services Agreement, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at [spectrum.com/policies](http://spectrum.com/policies).

**Notice** - Nonpayment of any portion of your cable television, high-speed data, and/or Digital Phone service could result in disconnection of any of your Spectrum provided services.

**Authorization to Convert your Check to an Electronic Funds**

**Transfer Debit** - If your check is returned, you expressly authorize your bank account to be electronically debited for the amount of the check plus any applicable fees. The use of a check for payment is your acknowledgment and acceptance of this policy and its terms and conditions.

The following taxes, fees and surcharges are included in the price of the applicable service - FEES AND CHARGES: E911 Fee \$0.40, Federal USF \$2.06, Florida CST \$4.04, Sales Tax \$0.04, TRS Surcharge \$0.09.

**Billing Practices** - Spectrum Business mails monthly, itemized invoices for all monthly services in advance. A full payment is required on or before the due date indicated on this invoice. Payments made after the indicated due date may result in a late payment processing charge. Failure to pay could result in the disconnection of all your Spectrum Business service(s). Disconnection of Business Voice service may also result in the loss of your phone number.

Continued on the next page....

Local Spectrum Store: 1379 Town Center Dr, A-106, Lakeland FL 33803 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 10:00am to 6:00pm or 1327 Posner Blvd., Davenport FL 33837 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 12:00pm to 5:00pm

**Simplify your life with Auto Pay!**

Spend less time paying your bill  
 and more time doing what you love.

It's Easy - No more checks, stamps or trips to the post office  
 It's Secure - Powerful technology keeps your information safe  
 It's Flexible - Use your checking, savings, debit or credit card  
 It's FREE - And helps save time, postage and the environment

Set up easy, automatic bill payments with **Auto Pay!**

Visit: [spectrumbusiness.net/payment](http://spectrumbusiness.net/payment)  
 (My Account login required)


**Payment Options**

**Pay Online** - Visit us at [SpectrumBusiness.net/payment](http://SpectrumBusiness.net/payment) to get started today! Your account number and security code are needed to register.

**Pay by Phone** - Make a payment free of charge using our automated payment option at 1-866-519-1263; and authorize payment directly from your bank account or credit card.

For questions or concerns, please call **1-866-519-1263**.





The Highland Meadows 2 CDD  
Invoice Number: 0038117093023  
Account Number: 8337 12 006 0038117  
Security Code:

**Contact Us**

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
Or, call us at **855-252-0675**

8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

**Changing Business Locations** - Please contact Spectrum Business before moving your Business Voice modem to a new address. To establish service at your new location or return equipment, please contact your Spectrum Business Account Executive at least twenty one (21) business days prior to your move.

**Past Due Fee / Late Fee Reminder** - A late fee will be assessed for past due charges for service.

**Complaint Procedures:** If you disagree with your charges, you need to register a complaint no later than 60 days after the due date on your bill statement.

**Spectrum Voice Provider** - Spectrum Advanced Services, LLC



Account Number:  
Security Code:

The Highland Meadows 2 CDD  
8337 12 006 0038117

Contact Us  
Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
Or, call us at **855-252-0675**

8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

# Spectrum

## Spectrum Subscriber Annual Privacy Notice (2023) Effective: September 1, 2023

Your privacy is important to Charter. We value the trust you place in us when you subscribe to and use our Spectrum-branded cable video, internet, phone, and/or mobile products and services (collectively, the "Spectrum Services").

This Annual Privacy Notice contains information that we are required to provide you under Federal law.

Additional information regarding our privacy practices are available on our full privacy policy, available at [www.spectrum.com/privacy](http://www.spectrum.com/privacy). **We encourage you to review the full Spectrum Privacy Policy for more information about our privacy practices, including related to state-specific rights that you may have.**

### WHEN THE ANNUAL PRIVACY NOTICE APPLIES

The Annual Privacy Notice only applies to subscribers of one or more of the Spectrum Services provided by Charter Communications Operating, LLC and its subsidiaries. Depending upon the Spectrum products and services to which you subscribe, parts of this Annual Privacy Notice may not apply to you. If you have questions about this Annual Privacy Notice, please contact us directly using the information in the "How to Contact Us With Questions About This Annual Privacy Notice" section below.

Some Spectrum products and services may have additional privacy practices that are described in product or service specific sections in the full Spectrum Privacy Policy [www.spectrum.com/privacy](http://www.spectrum.com/privacy) or may be provided to you in different ways, such as contracts for Spectrum Enterprise services. To the extent there is an overlap between the privacy disclosures in this Annual Privacy Notice and a product or service-specific privacy notice (e.g., the Spectrum Biometric Data Privacy Notice), the privacy disclosures set forth in the product or service-specific notice or agreement will apply and control with respect to such product or service.

Sometimes you may access websites (e.g., news websites, shopping websites, internet search engine, etc.) or services (e.g., non-Spectrum email and instant messaging services or video streaming services, gaming services, data storage services, etc.) that we do not own or control through the Spectrum Services. These non-Spectrum websites and services may collect data or personal information about you and your online activities. Spectrum does not control and is not responsible for what these other parties do in connection with their websites or online services, or how they handle your personal information. We encourage you to read the privacy policies of any non-Spectrum websites or services you use.

### WHAT INFORMATION WE COLLECT

In order to provide you with our products and services and to keep you informed, we collect a variety of information about you when you interact with us or use our products, services, websites and applications. This information is used to efficiently provide our services to you on a cost-effective basis and to tailor our products and services to best meet your needs and interests.

#### Information You Provide to Us Directly

We collect information you provide to us when you establish a customer or user account, register to use and/or connect to certain of our services (e.g., Spectrum WiFi), and when you contact us or otherwise communicate with us, such as:

- contact information (e.g., name, address, email address, and phone number);
- usernames, passwords, images (e.g., driver's license photo), biometric data (e.g., voiceprints), and other authenticating information associated with a Spectrum account;
- information about the types of services to which you subscribe, orders you place or downloads of Spectrum applications (e.g., the Spectrum TV application) you make through a Spectrum product or service, the service options you have chosen, and any customized setting you have created;
- information about your payment methods, such as your payment card number or bank account information;
- information related to a credit application for a product or service or to protect against fraud, which may include your Social Security number, driver's license number, or other government issued identifier;
- information you provide when you enter contests, respond to customer surveys, or participate in events sponsored by us; and
- information we keep in our records when you correspond or otherwise communicate with us, including through our call centers, online chat sessions, and through social media.

#### Information We Collect Automatically

When you use the Spectrum Services, we automatically collect information through cookies and other technologies, such as:

- information from any device you use when you interact with us, including but not limited to the device identifiers, the number, types, and status of devices connected to our network, network addresses, operating system, and technical configurations of the equipment used;
- network traffic data;

- performance and support data; and
- information about your use and the operation of Spectrum products, services, websites, applications, and their features.

We also may collect usage information about:

- usage information about the channels, programs, and advertisements to which your device was tuned when you subscribe to our video service in order to provide you video content ("Video Usage Information");
- information we collect based on our provision of Spectrum Internet service, such as routing traffic to allow you to traverse from one website to another website, in order to provide internet service and connect you to the other internet-based services you request; this can include the amount of data used, device identifiers, and quality of service (i.e., quality of the signal) from customers who use our company-issued routers as part of our provision of Spectrum Internet service (collectively, "Internet Usage Information");
- call records, including the phone numbers that you call and that call you, and the times and dates of those calls, the number of text messages sent and received, when you subscribe to our phone and/or mobile service ("Call Detail Information");
- usage information about your use of the Spectrum Mobile network, the use of your mobile device, technical and network performance information, and location information when your device communicates with cell towers, Wi-Fi routers, access points, and/or with technologies used by the Global Positioning System ("GPS") ("Mobile Usage Information"); and
- device information, including your IP address and information about your browser, operating system, and platform type, demographic information through cookies, web beacons, and other tracking technologies, and information about the website that referred you to a Spectrum website, and the website to which we refer you when you leave a Spectrum website.

The information we collect will depend upon the Spectrum Services to which you subscribe. We limit the use and sharing of such information as described in this Annual Privacy Notice and as required by law.

If you subscribe to or use services that require us to transfer or store communications such as a Spectrum email account or a Spectrum voice product that includes a voicemail service, it will be necessary for us to collect the content of those communications to provide you with the service. Additionally, we collect the content of any files you store in our cloud storage services (e.g., Spectrum Cloud DVR) and other information when it is necessary to provide you with the services you use.

Please refer to the Spectrum Internet DNS Privacy Notice, available by visiting our website, to learn more about our data collection and use practices of Domain Name System ("DNS") data associated with the Spectrum Internet service.

#### Location Information

When you access our network, we may collect general location information, such as the city or zip code that correlates with the license of your device IP address, or more precise geolocation data that indicates where you are at a specific point in time. We may also collect location information when you use some of our services and applications, including precise geolocation information, such as your service address and the location of your Spectrum Mobile device or another device on which you have installed a Spectrum application. For example, when a Spectrum Mobile device connects using an in-home or out-of-home Spectrum WiFi access point, we collect the device's MAC address, the customer's username (if the customer is logged into the My Spectrum App), which is encrypted, and the Spectrum WiFi access point's geographical location. You can prohibit the collection of this information through your device's settings, but it may limit certain functions and features of the application.

#### Information Obtained from Third Parties

We may collect information from third parties for purposes related to delivering our products and services to you, for analytics and research, or for marketing and advertising our own products and services, as well as for delivering third-party advertising on the Spectrum Platform.

- Information to verify data you have provided and from credit reporting agencies to determine your credit worthiness, credit score, and credit usage.
- Information from content providers and other platform providers when you use your Spectrum account to authenticate your use of Spectrum services through that provider's platform or device.
- Information from research consultants, marketing firms, data quality management solution firms, and programming partners to enhance our marketing and advertising programs. Collected data may include demographic information, as well as personal interest data, to help us construct audience segments, deliver advertising, and evaluate the effectiveness of a given advertising campaign.



Account Number:  
Security Code:

The Highland Meadows 2 CDD  
8337 12 006 0038117



## Contact Us

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
Or, call us at **855-252-0675**

8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

## HOW WE USE INFORMATION

We use the information we collect to provide you with reliable, high-quality products and services. This may involve linking and combining information about you from across the Spectrum platform of products and services, as well as from third parties ("Combined Information").

### To Provide and Improve our Products and Services

We use the information we collect to:

- deliver, maintain and improve our products, services, websites and applications;
- fulfill requests for new service or changes to your account or the products and services you already receive;
- provide you with technical support and high quality customer service, including through the use of recorded or monitored communications between you and our customer service agents;
- create and administer a Spectrum account, including activating your service, billing, invoicing, and debt collection activities;
- authenticate or otherwise provide you access to your Spectrum products and services;
- provide updates, upgrades, repairs or replacements for any of our service-related devices or software used in providing or receiving services;
- manage and configure our device(s), system(s) and network(s);
- understand how the service is being used, including through the creation of operational and marketing reports based on de-identified and/or aggregated service usage information;
- inform you of additional products and services that may be of interest to you;
- protect the security of the system, prevent fraud, detect unauthorized reception, use, and abuse of any Spectrum product, service, website or application, and to enforce any Spectrum policy or applicable terms of service;
- protect our rights, our personnel, our property, and the safety of others;
- maintain our accounting, tax and other records; and
- comply with applicable federal and state laws and regulations, as well as for the general administration of our business.

### To Communicate with You

We use the information we collect to deliver and personalize our communications with you. We may send you promotional communications for products and services that may be of interest to you through the mail, over our cable system, by phone or SMS, or online. Some of these communications may be directed to you because of the Spectrum services to which you subscribe or your interactions on the Spectrum platform, and some may be directed to you because of your general geographic location. For more information about how to update your communication preferences please review the "What Choices You Have to Control the Use of Information by Spectrum" section of our privacy policy, available at [www.spectrum.com/privacy](http://www.spectrum.com/privacy).

### To Create Business and Marketing Reports

We use the information we collect to create business and marketing reports (the "Reports") to provide insights into what products and services our customers are using, how long they are using our products and services, how some of our services are accessed, and what additional products and services may be of interest to our customers. We use these Reports for our own internal purposes, such as improving our products and services, determining what content to provide our customers, measuring the effectiveness of our marketing and advertising, and other research and analytics. We may also share these Reports with third parties. Any Reports shared with a third party for the third party's own use will only contain de-identified and/or aggregated information, unless we have your consent to share your personal information.

### Advertising Generally

We use some of the information we collect to make the marketing and advertising you see on the Spectrum platform more relevant to you, as well as to market the Spectrum products and services on other websites and platforms. For information about how to limit the use of information for these purposes, please review the "What Choices You Have to Control the Use of Information by Spectrum" of our privacy policy, available at [www.spectrum.com/privacy](http://www.spectrum.com/privacy).

### Addressable Advertising on our Cable System

Some of the advertisements you see on cable channels are placed by us. Some of those advertisements are placed in particular shows or channels; others are shown in particular geographic areas. Some of our cable advertisements will ask for your permission to take certain actions, like mail you information or allow the advertiser to contact you. In some areas we will be able to address advertisements to your household through our cable system that will be more relevant to your interests based on your Video Usage Information and/or Combined Information. For more information about how to manage your advertising preferences, please review the "What choices you have to control the use of information by Spectrum" of our privacy policy, available at [www.spectrum.com/privacy](http://www.spectrum.com/privacy).

### Online Advertising and Customization

We may use information that we or third parties learn about you from your online interactions (e.g., search or purchase history) to deliver or cause to be delivered to you advertisements that may be more relevant to you. For more information about how to manage your advertising preferences, please review the "Online Advertising and Customization" section of our privacy policy, available at [www.spectrum.com/privacy](http://www.spectrum.com/privacy).

### WITH WHOM WE SHARE INFORMATION

We share information with others when it is necessary to provide you with Spectrum Services and in the other circumstances described below. We do not sell or otherwise share information that personally identifies our customers, including Internet Usage Information, Video Usage Information, or Call Detail Information, to third parties for those third parties' own use.

### Account Holders and Other Authorized Users

We may disclose any information about a customer's account and use of a service to the primary account owner. The primary account owner may also authorize other users to access information on the account.

### Charter/Spectrum Related Businesses

We may share information about you with other Charter and Spectrum-related companies in order to provide the services, or to make your Spectrum experience more streamlined. We may also share information about you with these related companies for their own marketing purposes when legally permitted to do so.

### Service Providers

We may disclose your information to service providers who perform business activities on our behalf such as billing and collections, payment processing, analytics and research, marketing, service delivery and customization, maintenance and operations, and fraud prevention. These third-party service providers are authorized to use your personal information only as necessary to provide services to Spectrum.

### Governmental Entities or Pursuant to Valid Legal Process

We may be required by law to disclose information about you, including information that personally identifies you, your use of our services, and the content of your communications, to governmental entities upon receipt of valid legal process. These disclosures may be made with or without your consent and with or without notice, in compliance with the law, including the terms of process.

We may also disclose personally identifiable information about you, without your consent, to protect our customers; employees, or property; in emergency situations; to enforce our rights in court or elsewhere, or directly with you, for violations of service terms, conditions or policies; and/or as otherwise required by law.

### Third Parties

We do not sell or share information that personally identifies our customers with third parties for their own marketing or advertising purposes.

If you subscribe to our telephone service, your name, address and/or telephone number may be transmitted via Caller ID, published and distributed in affiliated or unaffiliated telephone directories, and available through affiliated or unaffiliated directory assistance operators. We take reasonable precautions to ensure that non-published and non-listed numbers are not included in the telephone directories or directory assistance services, although we cannot guarantee that errors will never occur. Please note that Caller ID blocking may not prevent the display of your name and/or telephone number when you dial certain business numbers, 911, 900 numbers or toll-free 800, 855, 844, 866, 877 or 888 numbers.

Some of the advertisements we display may invite interactive or transactional follow-up from you. When you interact with those advertisements, we may share your contact information with the advertiser for the purpose of fulfilling your request.

If we enter into a merger, acquisition, or sale of all or a portion of our assets, we may transfer your information as part of the transaction.

### WHAT CHOICES YOU HAVE TO CONTROL THE USE OF INFORMATION BY SPECTRUM

You have choices in controlling how we use and share your information for marketing and advertising purposes. For instance, you can always choose whether to receive promotional emails or text messages. When you visit our websites, you may opt out of interest-based advertising, and when you use our mobile applications, you can limit the use of ad trackers. You may visit our [Privacy Preferences](#) page to manage your marketing communication and privacy preferences, including, for example:

- to be added to our marketing communication preferences list (e.g., "Do Not Call"), which will limit the marketing and advertising messages you receive from us about Spectrum products and services;
- to limit our use of customer proprietary network information ("CPNI"), such as Call Detail Information, for marketing and advertising of our own products and services; and



Account Number: 8337 12 006 0038117  
Security Code:

The Highland Meadows 2 CDD  
8337 12 006 0038117

**Contact Us**  
Visit us at [SpectrumBusiness.net](https://www.spectrum.com/business)  
Or, call us at **855-252-0675**

8337 1200 NO RP 30 10012023 NNNNNYNN 01 000419 0003

- to limit our use of Video Usage Information, Combined Information, or our business and marketing reports to direct addressable advertisements or interest-based advertisements to you as further described in the preference center.

Some of the preferences will only apply when you subscribe to Spectrum services and may require additional account information. If you make changes to your contact information or get a new account, you will need to review and update your privacy preferences.

If you are a Spectrum customer and do not have access to Internet service, you may call us at the number provided on your monthly bill statement to be added to any of these lists.

If you are not a Spectrum customer and would like to add your name to marketing opt-out lists, please call 833-845-3726.

Please note that even if you choose to limit the use of information or communications for marketing and advertising purposes, you may still receive general marketing and/or advertising messages, in addition to service-related communications.

#### **Cookies, Tracking Technologies, and Interest-based Advertising**

Some of our websites use web analytics services, such as Google Analytics and Adobe Analytics. To learn more about Google Analytics and Adobe Analytics, including how to opt-out of tracking of analytics, please visit the following links managed by Google (<https://policies.google.com/technologies/partner-sites>) and Adobe (<https://www.adobe.com/privacy.html>).

Many of the third-party advertisers that place tracking tools on the Spectrum websites are members of programs that offer you additional choices regarding the collection and use of your information. You can opt-out of mobile app tracking by certain advertising networks through your device settings. Please note that opting-out of advertising networks services does not mean that you will not receive advertising while using our websites.

Some of our Spectrum Services may include Nielsen's proprietary measurement software, which will allow you to contribute to market research, like Nielsen's TV Ratings. To learn more about Nielsen's privacy practices, including how you can opt-out of Nielsen's collection and use of this measurement data, please visit [www.nielsen.com/digitalprivacy](http://www.nielsen.com/digitalprivacy).

#### **Location**

You can manage the collection of your location information through your device's settings.

#### **CPNI**

When you initiate an interaction with one of our representatives, such as a phone call or a chat, we may ask for your oral consent to our use of your CPNI for the purpose of providing you with an offer for other products or services. If you consent, we may use your CPNI for the duration of the interaction to offer you those additional products and services.

You may opt-out of our use of your CPNI for marketing purposes by calling us at the number provided on your monthly billing statement or visiting our Privacy Preference page at [www.spectrum.com/policies/your-privacy-rights-opt-out](http://www.spectrum.com/policies/your-privacy-rights-opt-out). If you opt out, you will experience no effect, now or in the future, on how we provide any services to which you subscribe.

#### **HOW WE PROTECT YOUR INFORMATION**

We use reasonable security, including technical, physical and administrative controls, to secure the information we collect and maintain. However, we cannot guarantee that these practices will prevent every unauthorized attempt to access, use, or disclose Spectrum information.

#### **HOW WE PROTECT CHILDREN'S PRIVACY**

We do not knowingly collect personal information from anyone under the age of 16. If you believe that a child under 16 years of age has provided us with personal information, please contact us at the address below.

#### **WHAT YOUR RIGHTS AND OUR LIMITATIONS ARE UNDER FEDERAL LAWS**

##### **The Cable Act and Personally Identifiable Information**

You have the right to know about the personally identifiable information we collect and how we use it; under what conditions and circumstances and the types of persons and entities to whom we may disclose personally identifiable information; how long we maintain personally identifiable information; the limitation on our ability to collect and disclose personally identifiable information collected from the cable system; and a subscriber's rights under the Cable Act concerning personally identifiable information and its collection and disclosure.

Personally identifiable information is information that identifies a particular person; it does not include de-identified or aggregate data that does not identify a particular person or persons.

The Cable Act permits us to use the cable system(s) to collect personally identifiable information about our subscribers when it is necessary to render the Spectrum Cable Services or other services we provide and to detect unauthorized reception or use of the Spectrum Cable Services. We may use the cable system to collect personally identifiable information about a subscriber for additional purposes with a subscriber's prior written or electronic consent.

The Cable Act permits us to disclose personally identifiable information if the disclosure is necessary to render, or conduct a legitimate business activity related to, the cable service or other services provided; required by law or legal process; or limited to your name and address under a "mailing list" exception, as described in this Privacy Policy. **We do not sell or share customer names and addresses with third parties for their own marketing or advertising purposes.**

If you subscribe to a Spectrum service that is governed by the Cable Act, we will maintain information that personally identifies you and that is associated with your use of such service for as long as necessary for the purpose for which the information was collected, which may be as long as the duration of your subscription and after you have terminated your subscription, in some instances.

You can contact us with any concerns you have regarding the handling of your personally identifiable information. You may also enforce the limitations imposed on us by the Cable Act with respect to your personally identifiable information through a civil lawsuit in federal district court. Your Spectrum Residential Services Agreement contains your agreement that, to the extent permitted by law, any claims under the Cable Act may be enforced in arbitration.

#### **The Communications Act and CPNI**

Information about the quantity, technical configuration, type, destination, location, and amount of your use of the Spectrum telecommunications services, and information about your Spectrum phone service that is contained on your bill, when linked to an identifiable customer of such service, is known as customer proprietary network information or "CPNI." CPNI does not include a customer's name, address, and telephone number. You can limit our use of CPNI as described in this policy.

#### **HOW TO ACCESS AND CORRECT THE INFORMATION IN OUR RECORDS**

We strive to keep our records accurate. If any of your information changes, please notify us immediately so we can update our records.

If you subscribe to Spectrum cable or internet services, and you would like access to the personally identifiable information we maintain in our business records, please send a written request to your local office or call us at the number provided on your monthly billing statement and we will make an appointment for you to visit during normal business hours. You will only be permitted to examine records that contain personally identifiable information about your account. If your review reveals an error in our records, we will correct it. We reserve the right to charge you for the cost of retrieving and photocopying any documents that you request. You may also be able to access certain information about you or your account by contacting one of our customer service representatives at 833-845-3726, or by logging in to your online account.

If you make a written request for a copy of your CPNI, we will disclose the relevant information we have to you at the address we have for your account, or to any person authorized by you, if we reasonably believe the request is valid. For telephone and online access to your CPNI such as our bound call detail records, we require that you first authenticate your identity using a password established using our online system. We generally do not provide our customers with records of calls received, records that are only in our archives, other records that we do not furnish as part of a telephone bill, web-browsing history, IP address logs or any other information that we do not create or maintain in the ordinary course of business unless there is a court order or similar legal process. If there are errors in names, addresses, or telephone numbers in our vendors' directory lists, or if you have been omitted from the directory, the correction cannot be made until the next available publication. Please understand that we may have no control over information appearing in directory lists or provided by directory assistance services which we do not own.

#### **YOUR RIGHTS UNDER STATE LAW**

If you are a resident of, California, Colorado, Connecticut, Maine, Nevada or Virginia, you may have additional rights under applicable state law. You can learn about your rights by visiting <https://www.spectrum.com/policies/privacy-policy> and reviewing the sections related to your state of residence.

#### **WHAT HAPPENS IF WE CHANGE THIS PRIVACY POLICY**

The most current version of our Privacy Policy is published and maintained at [www.spectrum.com](http://www.spectrum.com). The needs of our customers and the business may change from time to time and, when that happens, we may need to modify our Privacy Policy. Any changes will be posted at this website. If we make any changes that materially affect your rights or the ways in which we use or disclose information, to the extent required by applicable law, we will make reasonable efforts to notify you of the changes.

#### **HOW TO CONTACT US WITH QUESTIONS ABOUT HOW THIS ANNUAL PRIVACY NOTICE APPLIES**

Questions about Spectrum's privacy protections and practices should be sent to:

Charter Communications, Inc.  
Attn: Privacy and Cybersecurity Counsel  
400 Washington Blvd  
Stamford, CT 06902

You may also contact your local customer service office. You can find the phone number for your local customer service office on your monthly bill statement or by visiting our website at [www.spectrum.com](http://www.spectrum.com).



## **Tab 3**



Rizzetta & Company

Professionals in Community Management

3434 Colwell Avenue  
Suite 200  
Tampa, FL 33614  
p: 813.514.0400

[rizzetta.com](http://rizzetta.com)

December 19, 2023

Highland Meadows II Community Development District  
Board of Supervisors  
8529 Southpark Circle  
Suite 330  
Orlando, FL 32819

Re: Termination of District Management Services, Dissemination Agent Services and Technology Services

Dear Board of Supervisors:

This letter shall serve as Rizzetta & Company, Incorporated's ("Rizzetta") 60-day written notice of termination pursuant to Section XI of the Contract for Professional District Services dated February 6, 2023, between The Highland Meadows II Community Development District ("District") and Rizzetta.

Rizzetta will continue to provide District Management Services, Dissemination Agent Services and Technology Services through February 17, 2024. However, if the District's Board of Supervisors enter into an agreement with a firm to assume these responsibilities prior to that date, Rizzetta is amenable to transitioning the District's files, records and funds in advance to the District's new management company. Rizzetta is expected to be compensated through the 60-day mark regardless of which decision the board chooses.

We wish you continued success in the future.

Sincerely,

William J. Rizzetta  
President

Cc: Jan Albanese Carpenter, District Counsel  
Kristen Trucco, District Counsel



# Tab 4



LATHAM, LUNA,  
EDEN & BEAUDINE, <sup>LLP</sup>  
ATTORNEYS AT LAW

MICHAEL J. BEAUDINE  
JAN ALBANESE CARPENTER  
LAUREN M. COLELLA  
DANIEL H. COULTOFF  
SARAH M. DINON  
JENNIFER S. EDEN  
DOROTHY F. GREEN  
BRUCE D. KNAPP  
PETER G. LATHAM

201 SOUTH ORANGE AVENUE, SUITE 1400  
ORLANDO, FLORIDA 32801  
POST OFFICE BOX 3353  
ORLANDO, FLORIDA 32802  
TELEPHONE: (407) 481-5800  
FACSIMILE: (407) 481-5801  
[WWW.LATHAMLUNA.COM](http://WWW.LATHAMLUNA.COM)

JAY E. LAZAROVICH  
MARC L. LEVINE  
JUSTIN M. LUNA  
LORI T. MILVAIN  
BENJAMIN R. TAYLOR  
CHRISTINA Y. TAYLOR  
KRISTEN E. TRUCCO  
DANIEL A. VELASQUEZ

December 18, 2023

DIRECT DIAL: (407) 481-5800  
EMAIL: [JCARPENTER@LATHAMLUNA.COM](mailto:JCARPENTER@LATHAMLUNA.COM)  
[KTRUCCO@LATHAMLUNA.COM](mailto:KTRUCCO@LATHAMLUNA.COM)

**U.S. Certified Mail Return Receipt Requested & Email**

Board of Supervisors  
Highland Meadows II Community Development District  
c/o Scott Brizendine, District Manager  
Rizzetta & Company, Inc.  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819

Re: **Resignation of Latham, Luna, Eden & Beaudine, LLP**  
**Highland Meadows II Community Development District**

Dear Board of Supervisors:

We are sorry to provide this letter of resignation as Special District Counsel to the Highland Meadows II Community Development District (the "District"). Our resignation is effective as soon as new counsel is selected by the District, but in no event later than thirty days from the date of this letter. We highly recommend that the District Manager obtain proposals for new counsel as soon as possible. We will provide a short memo to the District Manager with the status of a few items; there is no litigation pending of which we are aware or for which we provided services.

We thank you for the opportunity to provide you with services.

Sincerely,

*Latham, Luna, Eden & Beaudine, LLP*

Latham, Luna, Eden & Beaudine, LLP

## **Tab 5**



**FIVE STAR PRO SERVICES LLC**

12/9/2023

RE: Pool CPO Service Bid - Highland Meadows II  
1015 Condor Dr, Haines City, FL 33844  
Dear Mgmt.

We have visited the amenity on your property per request and performed a thorough inspection regarding future usage and upkeep needs for this pool.

Our proposed service interval is for standard 3 times weekly services performing Certified Pool Operators procedures as outlined in the NSPF curriculum for 3 times weekly Commercial pool service.

What sets us apart. 18 years performing CPO amenity services in the Orlando market. We are fully licensed and Insured. We have working and amicable relationships with your local Health Dept Inspectors. We teach and instruct Pool business owners and technicians in our Signature Preventative techniques which will result in your amenity being in an inspection ready state nearly 100% of the year. Most service companies like to grow algae, then react to it, then charge for it. We Prevent it from happening in the first place by applying science in a pro active manner developed through years of successful operation in this environmentally tough region.

**SCOPE-**

- CPO services include 3 day service per week. With APP reporting for each visit including pictures.
- Debris Removal
- Chemistry testing and balancing
- Chemical inventory and ordering
- Filter maintenance
- Record Keeping

**DEPTH- (designed to save our clients thousands in capital and decreased liability risks)**

- Higher than industry standard CPO practices
- Preventative Consultation
- Health Inspector Coordination (representing You our client)

Monthly price for 3 day service. 1180./mo. We do not nickel and dime for small repairs as we do them for Free for our clients. Leaking hoses, computer calibration, Specialty organic Algaecide, Coordination with inspectors, etc. All included in our services.

We can provide, deliver and manage chemicals monthly on a separate line of billing.

This price does not include pool chemical products to avoid conflict of interest against our clients. If profit is tied to your pool receiving Less chemical, It can always be a bad thing. And usually results in algae ridden pools managed by companies who do this. We take a lot of these pools away from companies like this throughout the year from unhappy clients. We encourage our clients to source chemistry and can help them locate the best values available to them.

Estimated chemical consumption for this pool is est. 400-600 monthly (summer) and 200-400 monthly (winter). There are several chemistry companies that have packages in the same quoted ranges that deliver monthly also, we can gladly help put you in touch with them.

Also, if any repairs or upgrades are needed on your amenity, we will act in your interest as consultants to find bids, for pricing preference, or for timeline preference whatever is more important to our clients. Our interest and loyalty will stay with you the entire time of our contract with you. We look out for our clients for the long term as a Rule. We can also provide repairs, but will never push them unnecessarily.

Please contact us with any questions once you have had an opportunity to review this letter. We also have a long list of commercial references and a perfect operational record on commercial properties for your request.

Thank you for your opportunity, we look forward to working with you.

Best Regards,

David Purser  
Owner  
Five Star Pro Services LLC  
407-970-9299

CM signature of approval \_\_\_\_\_ Date: \_\_\_\_\_



## **Five Star Pro Services Repair Bid**

*David Purser President*

DATE:12/8/2023

7205 Sylvan Ct. Sanford FL 32771  
Office : 407-970-9299

**ATTN – BRIAN MENDEZ**

**LOCATION- HIGHLAND MEADOWS II**

THIS BID IS FOR A MODERATE BLACK ALGAE REMEDIATION PROCEDURE ON THE COMMUNITY POOL.

PROCEDURE WILL GIVE IMMEDIATE RESULTS WITH NO WAITING BEYOND PROJECTED LABOR HOURS.

WE WILL USE DIVERS IN YOUR POOL TO MANUALLY REMOVE ALL BLACK ALGAE FROM THE SURFACES THROUGH PRESSURE AGITATION.

HOURS OF LABOR UNDERWATER PROJECTED. 6.5 HOURS @ 115./HR. DIVING TECH RATE.

COST 747.50

PRICE INCLUDES TAX, FUEL, CHEMICALS AND ALL ASSOCIATED COSTS TO COMPLETE THE PROJECT.

Thanks again and best regards.  
David Purser  
Cell-407-970-9299



## **Five Star Pro Services Repair Bid**

*David Purser President*

DATE:12/8/2023

7205 Sylvan Ct. Sanford FL 32771  
Office : 407-970-9299

**ATTN – BRIAN MENDEZ**

**LOCATION- HIGHLAND MEADOWS II**

THIS BID IS FOR A POOL PATCH (PICTURED) THAT IS NEEDED ON YOUR POOL.

A PORTION OF YOUR POOLS SURFACE HAS SEPARATED FROM ITS CONCRETE BACKING AND A MARCITE-SEMI COLOR BLENDED PATCH IS NECESSARY. THE AREA NEEDING PATCHING IS CURRENTLY ABOUT THE SIZE OF A VOLLEYBALL.

LABOR WILL BE DONE UNDERWATER BY A DIVER FOR PATCHING AND COLOR MATCHING YOUR POOLS AGGREGATE SURFACE.

COST 280.50

PRICE INCLUDES TAX, AGGREGATE, PIGMENT AND ALL ASSOCIATED COSTS TO COMPLETE THE PROJECT.

NOTE-PATCH WILL NOT BE A PERFECT COLOR MATCH BUT WILL BE CLOSE, DUE TO THE CURRENT SURFACE AGING.

Thanks again and best regards.

David Purser

Cell-407-970-9299



Thank you for your interest in partnering with Robert's Pool Service. We are a family owned, and operated swimming pool service that **STILL BELIEVES, the customer should come first!** We are state licensed and insured. We have been serving central Florida since 1977 and are on call 24 hours a day to meet your swimming pool needs. Since we have never advertised, we have relied on our honesty, word of mouth reputation, and our excellent customer service to keep our business strong for more than four decades. This guarantees you the best and most dedicated pool service and pool repairs **AT THE LOWEST PRICES AROUND.** We stake our business on that!

So, give us, or one of our satisfied customers, a call. We are excited about the opportunity to prove to you that **we are the best in the business!**

Thank you,  
*Pat Buchanan*

**Pat Buchanan**  
President

**Cell: 407 948-6063**

**JP Buchanan**

**Vice President**

**Cell: 407 948-5810**

***Robert's Pool Service and Repair***

**19315 Old Lake Pickett Road Orlando, FL 32820**  
**Office: 407 568-1074 Fax: 407 568-7483**  
**CPC 041419**



# PROPOSAL AND ACCEPTANCE

**ROBERTS POOL SERVICE and REPAIR, Inc.**

19315 Lake Pickett Road, Orlando, FL 32820

3395728

Date: December 14, 2023

**Office 407 568-1074**

**Fax 407 568-7483**

Cells Pat 407 948-6063

J.P. 407 948-5810

E mail: [Robertspool1977@aol.com](mailto:Robertspool1977@aol.com)

**CPC 041419**

Proposal submitted to: Brian Mendes

Work to be performed at:

Name Highland Meadows II CDD

**Highland Meadows II**

Street 1015 Condor Dr.

**E Mail:**

City Haines City, Florida 33844

[BMendes@rizzetta.com](mailto:BMendes@rizzetta.com)

Phone 407 472-2471 EXT 4404

**We hereby submit specifications and estimates for:**

## **COMMERCIAL POOL MAINTENANCE and CHEMICALS**

1. Balance water chemicals
2. Cleaning filters
3. Brush pool as needed
4. Vacuum pool as needed
5. Cleaning tile
6. Adjusting water level
7. Clean and maintain pump room
8. Maintain log sheets for inspections

This proposal includes :  1  Pool

**We propose to furnish labor and chemicals**

Complete in accordance with above specifications for the sum of:  \$ 2000.00  Per Month  
for  3  day a week maintenance

**With payment to be made as follows:**

All billings to be submitted on the 1st of each month of service and are due at Net 30 days.

Authorized Signature *Patricia C. Buchanan*

This contract is ongoing and requires a 30 day cancellation notice by either party to terminate.

No visits will be made on public holidays in effort to allow our employees to enjoy these family days. If your pool is missed on one of these days, extraordinary effort will be taken on the previous visit to assure that the pool will remain in good condition during the extended period.

It is the expectation that debris on the pool decks will be removed daily by the property maintenance team

### **Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

*Serving Central Florida since 1977*

# Robert's Pool Service & Repair

# QUOTE

**CPC#041419**

19315 Lake Pickett Road  
Orlando, FL 32820  
Phone (407) 948-6063 Fax (407) 568-7483

December 22, 2023  
# 27597322

**Bill To:**

Highland Meadows II CDD  
1015 Condor Drive  
Haines City, Florida 33844

Quote is Good until  
January 22, 2023

We propose to furnish labor and materials as follows:

Page 1 of 2

Pool
Drain water to a suitable area
Grind around fitting and lights and underneath tile to allow for flush finish of new surface
Remove all hollow and loose material from shell
Chip off all existing step tiles
Install 6X2 slip resistant contrasting step tiles on steps / <b>Per code</b>
Chip off all existing waterline tile
Install 2X6 slip resistant contrasting waterline tile / <b>Per code</b>
Chip off all existing 6X6 Gutter tile
Install all new 6X6 Gutter tile
Install all new Gutter extensions complete with covers
Acid wash pool to eliminate any smooth areas
Apply acrylic based bonding coat for bonding of new finish
Apply new Diamond Brite exposed aggregate finish
Trowel during curing for a smooth and durable finish
Install new VGB approved main drains
Install new floor inlet extensions

Payment to be made as follows: 25% upon signed contract, 25% upon commencement of work, 50% upon completion of work unless other approved arrangement are made. Any alterations from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above estimate. Robert's Pool Service is authorized to do the above said work.

**Accepted by** \_\_\_\_\_ **Date** \_\_\_\_\_

Signature of Owner or Representative & Date

**Respectfully submitted by: Patricia C Buchanan**

*Patricia C. Buchanan*

The pool deck will be closed while renovation is being done. 21 to 30 days weather permitting **Date To Begin:** \_\_\_\_\_

*Serving Central Florida's Pool Care Needs Since 1977*

# Robert's Pool Service & Repair

# QUOTE

**CPC#041419**

19315 Lake Pickett Road  
Orlando, FL 32820  
Phone (407) 948-6063 Fax (407) 568-7483

December 22, 2023  
# 27597322

**Bill To:**

Highland Meadows II CDD  
1015 Condor Dr  
Haines City Florida 33844

Quote is Good until  
22-Jan-24

We propose to furnish labor and materials as follows:

Page 2 of 2

Scope of Work	AMOUNT
<b>Pool</b>	
Remove all waste materials from job Refill pool and balance chemicals	
<b>5 year warrenty on labor 5 year warrenty on materials</b>	
<b>FOR THE SUM OF:</b>	<b>\$76,658.49</b>

Payment to be made as follows: 25% upon signed contract, 25% upon commencement of work, 50% upon completion of work unless other approved arrangement are made. Any alterations from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above estimate. Robert's Pool Service is authorized to do the above said work.

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Signature of Owner or Representative & Date

Respectfully submitted by: Patricia C Buchanan

*Patricia C. Buchanan*

The pool deck will be closed while renovation is being done. 21 to 30 days weather permitting Date To Begin: \_\_\_\_\_

*Serving Central Florida's Pool Care Needs Since 1977*

# Tab 6

Application for Appointment to Seat No. 5 of the Board of Supervisors for the  
Highland Meadows II Community Development District

APPLICANT NAME: Jose Sanchez

EMAIL ADDRESS: sanchez7082@gmail.com

ADDRESS: 1610 Woodlark Drive Haines City FL 33844

TELEPHONE NO.: 561-319-5120

HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 6 Years

**PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU DESIRE.**

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:

My multifaceted background in finances, contracts, services, and implementation.

Through my career I have successfully implemented initiatives that enhance communication, foster collaboration, and address the unique needs of diverse individuals.

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:

As a long-time resident, I have developed a deep appreciation for the unique qualities that make our neighborhood special. My commitment to fostering a sense of community, coupled with the mentioned skills and experiences, positions me well to actively contribute to the district / community goals.

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? YES

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS: HOA Fining committee

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? YES

*(IF YOU ARE NOT LISTED AS AN OWNER OF PROPERTY WITHIN THE DISTRICT ACCORDING TO THE POLK COUNTY PROPERTY APPRAISER'S WEBSITE, PLEASE PROVIDE PROOF OF RESIDENCY WITHIN THE DISTRICT. CONSISTENT WITH THE REQUIREMENTS OF THE TAX COLLECTOR FOR POLK COUNTY, PROOF OF RESIDENCY MAY BE ESTABLISHED BY PROVIDING DOCUMENTATION, INCLUDING TWO OF THE FOLLOWING: DEED; MORTGAGE; RENTAL AGREEMENT/LEASE; UTILITY BILL (HOOKUP OR WORK ORDER NOT MORE THAN 2 MONTHS OLD); FINANCIAL INSTITUTION STATEMENT (NOT MORE THAN 2 MONTHS OLD); MEDICAL OR HEALTH CARD WITH ADDRESS LISTED).*

**PLEASE RETURN THIS FORM (WITH ANY SUPPORTING DOCUMENTATION YOU WISH) NO LATER THAN NOVEMBER 9<sup>TH</sup>, 2023 TO BRIAN MENDES OF RIZZETTA & COMPANY (DISTRICT MANAGER), BY EMAIL TO [BMENDES@RIZZETTA.COM](mailto:BMENDES@RIZZETTA.COM) OR BY MAIL TO RIZZETTA & COMPANY, 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614, ATTENTION BRIAN MENDES. PLEASE CONTACT BRIAN MENDES WITH ANY QUESTIONS (BY EMAIL OR TELEPHONE AT 407-472-2471, EXT. 4404).**

**IMPORTANT NOTICE:**

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SIGN: *Jose Sanchez*

DATED: 12-15-2023

PRINT: Jose Sanchez

DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

Jose Sanchez  
1610 Woodlark Drive  
Haines City FL 33844  
[Sanchez7082@gmail.com](mailto:Sanchez7082@gmail.com)  
561-319-5120

Dear Board of Supervisors,

I am writing to express my sincere interest in serving and contributing to the well-being of our community. I believe that active participation in the Homeowners Association is crucial for maintaining and enhancing the quality of life for all residents. I am particularly eager to collaborate on initiatives that promote effective communication, community engagement, and the overall improvement of our neighborhood. Having witnessed the positive impact of a well-functioning HOA in other communities, I am inspired to bring that same spirit of cooperation and improvement to Highland Meadows. I am confident that my dedication, skills, and passion for community involvement will be valuable assets to the Homeowners Association. I look forward to the opportunity to serve and work alongside fellow residents in making our neighborhood an even better place to call home. Thank you for considering my candidacy. If required I am available for an interview at your earliest convenience to discuss how I can contribute to the continued success of our Homeowners Association.

Sincerely,

Jose Sanchez

Application for Appointment to Seat No. 5 of the Board of Supervisors for the  
Highland Meadows II Community Development District

APPLICANT NAME: Marilyn Colon-Arce EMAIL ADDRESS: Colonmarilyn@hotmail.com  
ADDRESS: 225 Merlin Street, Haines City, FL 33844 Hwy 4B  
TELEPHONE NO.: 863-280-3618  
HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 4 years

PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU DESIRE.

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:

financial knowledge, organizational skills, project analysis.  
Budget analysis.

Very involved in my street (Merlin St) => Great communication with all my neighbors

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:

Serve my community and attend to needs of community. Also, oversee  
fiscal stability / maintain/increase reserves without resident burden (taxes)

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? Yes

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS: Elected treasurer of HOA 4B but resigned

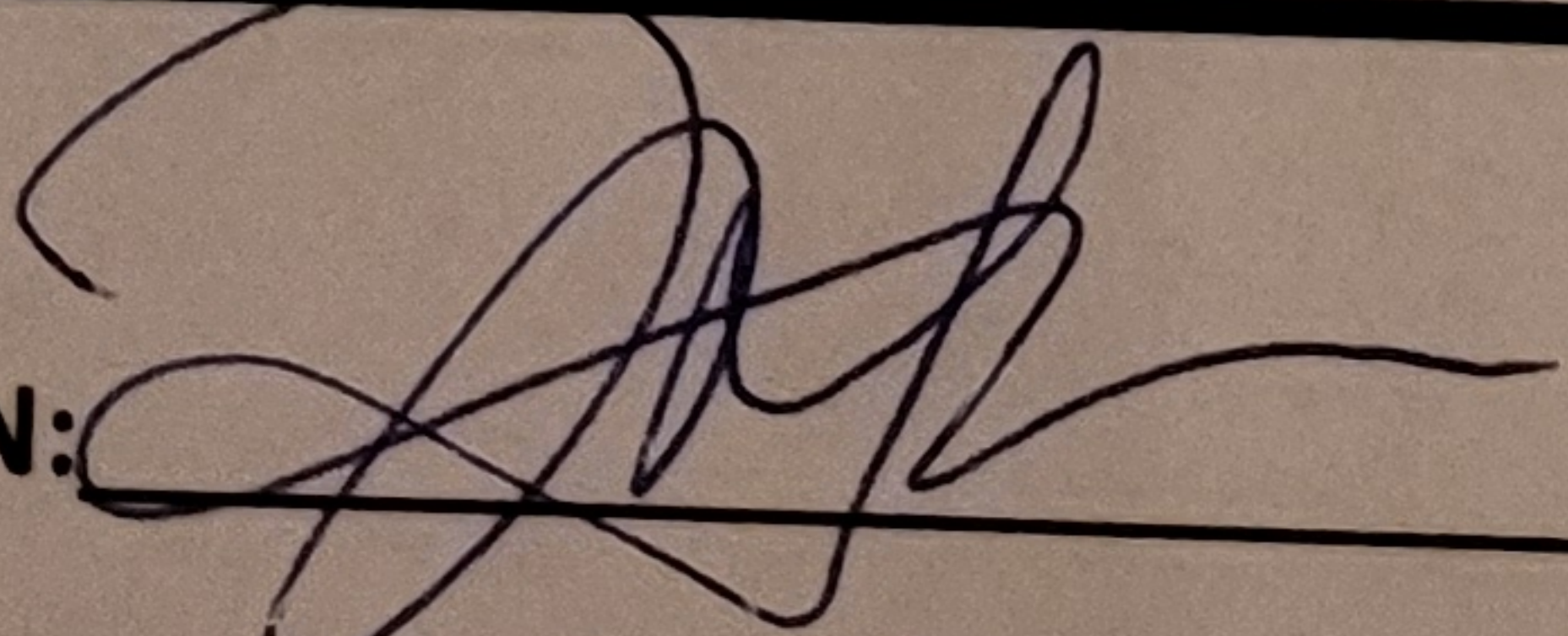
(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? Yes

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SIGN: 

DATED: 12.15.23.

PRINT: Marilyn Colon-Arce

DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

# **Marilyn Colón-Arce**

225 Merlin Street, Haines City, FL 33844

863-280-3618

colonmarilyn@hotmail.com

## **Overview**

Accountant with 20+ years' experience within the private and public service successfully managing and administering a wide variety of projects/programs. Work well under pressure during fast paced environments. Excellent interpersonal, communication and presentation skills. Fully Bilingual – English and Spanish.

## **Work Experience**

### **City of Auburndale, Auburndale, Florida**

#### **Finance Department, Accountant**

May 2021 – At present

- Perform accounting operations
- Prepare audit and County financial reports
- Process checks for accounts payable and payroll
- Process payroll and related employee functions
- Attend to employee inquires
- Perform quality checks on Accounts Payable and analyze general ledger transactions
- Process resident payments
- Fixed asset verification, data entry, and inventory

### **Lakeland Housing Authority, Lakeland, Florida**

#### **Director of Finance, Grants & Accounting**

October 2017 – May 2021

- Grant/program Financial Management for diverse federal agencies
- Supervise and oversee day-to-day finance/accounting operations
- Lead operational and financial software implementations
- Prepare financial reports for Board of Commissioners, Executive staff, and Property/Program Managers
- Perform multiple bank reconciliations, month end, and year end reconciliations
- Process checks for all properties/programs
- Process payroll posting
- Prepare annual budgets
- Agency audit lead
- Perform quality checks on Accounts Payable and analyze distinct general ledger transactions

#### **HCV Assistant/Account Manager**

July 2015 - October 2017

- Prepare Budget
- Assist the Senior Program Manager in day-to day programmatic tasks
- Attend to landlord and resident inquiries
- Establish Repayment Agreements
- Establish new policies and protocols



- Perform financial analysis and reconciliations, payment vouchers, general ledger analysis, subsidiaries, Accounts Payable, and Accounts Receivable
- Multiple bank reconciliations, Revenue and Expense reports, Portability Reports
- Financial reports

**Municipality of Coamo - “City Hall” – Coamo, Puerto Rico**

**Federal Programs Director**

June 2013 – July 2015

- Grant management of forty-seven federally subsidized projects/programs
- Preparation and Submission of periodic grant reports
- Supervise and oversee day-to-day programmatic and fiscal operations
- Prepare financial reports to distinct funding agencies establish Repayment Agreements
- Implementation of first municipal educational program (21<sup>st</sup>. Century Community Learning Center
- Finance Lead Director of the Municipal Alliance for Education
- Assess four municipalities to ensure policies, procedures, regulations, and fiscal requirements

**Federal Programs Accountant**

April 2001 – May 2013

- Budget and closing reports
- Administer the Subsidized Housing (HCV Program)
- Supervise and oversee day-to-day programmatic and fiscal operations
- Maintain registers, journal entries, budget revisions, payment vouchers, general ledger, subsidiaries, Accounts payable and Accounts Receivable
- Perform bank reconciliations, Revenue and Expense report
- Financial reports to federal, state, and local agencies
- Assess municipalities to ensure policies, procedures, regulations, and fiscal requirements

**J. R. Ramos, Inc. – Coamo, Puerto Rico**

**Engineers and Contractors**

**Secretary / Accountant**

May 1994 – April 2001

- Process payroll checks, bank reconciliations, journal entries, general ledger monthly bank & subsidiary reconciliation, prepare invoices and checks for suppliers and subcontractors
- Compile bids for federal, state, municipal and local agency projects, clerical work

**Education:**

Pontifical Catholic University of Puerto Rico – May 1997

Business Administration – Bachelor’s Degree in Accounting, GPA 3.596 (Cum Laude)

Master’s in Business Administration – In progress

**Proficiency and Professional Development:**

- Computer software knowledge

## **Marilyn Colón-Arce**

225 Merlin Street, Haines City, FL 33844

863-280-3618

colonmarilyn@hotmail.com

- Strong background in fiscal/accounting management 20+ years
- Accounting/Program software knowledge: Rock Solid Great Plains, Yardi, and American Data Group

### **References**

Valerie Turner – Vice-President of Administration, Lakeland Housing Authority – 404-392-9479

Juan Carlos Garcia – Mayor of Municipality of Coamo – 787-376-3457

Cristina Miranda Palacios –Executive Director /Liga de Ciudades de Puerto Rico– 787-382-4078

Application for Appointment to Seat No. 5 of the Board of Supervisors for the  
Highland Meadows II Community Development District

APPLICANT NAME: Russell Baswell EMAIL ADDRESS: Russbaswell@gmail.com  
ADDRESS: 2140 Nighthawk Dr. Haine City Fl 33844  
TELEPHONE NO.: 804 246 0269  
HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 3 years

PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU DESIRE.

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:

I have owned houses in 6 HOA Communities

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:

I think its important to be involved in our community.

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? No

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS:

I served on the ARB of 1 of the 6 HOA I have owned houses in.

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? yes

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SIGN: Russell Baswell DATED: 12/04/23

PRINT: Russell Baswell DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

Application for Appointment to Seat No. 5 of the Board of Supervisors for the  
Highland Meadows II Community Development District

APPLICANT NAME: Amber Gil EMAIL ADDRESS: amberngil@yahoo.com  
ADDRESS: 2581 Sanderling St., Haines City, FL 33844  
TELEPHONE NO.: 863-206-6011  
HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 6 years

**PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU DESIRE.**

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:

My background in management, meticulous attention to detail, and experience in research and development would undoubtedly prove to be a valuable contribution.

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:

I am interested in serving on the board in order to represent the concerns and perspectives of fellow residents, as well as contribute towards creating a positive influence.

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? No

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS: Currently serve as President for Navigator Academy of Leadership's Parent Association for Community & Culture.

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? Yes

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SIGN:  DATED: 11/07/2023

PRINT: Amber Gil DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

# Amber Gil

Haines City, FL • 33844 • (863) 206-6011 • amberngil@yahoo.com

## SUMMARY

Motivated and passionate hospitality professional with 15+ years of experience in hospitality. Action and detail-oriented with the ability to communicate effectively. Enthusiastic about creating a desirable work environment while encouraging and developing staff. Committed to self-improvement with a drive to meet or exceed deadlines and expectations.

## SKILLS & ABILITIES

- Microsoft Office (Outlook, Word, & Excel).
- Oracle MICROS POS, Materials Control (MC), & Enterprise Management Console (EMC)
- Berg Liquor Control System.
- HotSchedules.

## EXPERIENCE

### **Parent Association for Community & Culture**

July 2023 – Present

#### *Navigator Academy of Leadership*

*President - Volunteer; Davenport, FL*

- Prepare agendas for and preside over all meetings of the organization.
- Prepared annual budget for the upcoming year for approval.
- Created spreadsheets, forms and executive board member binders for organization and record keeping.
- Created and implemented Teacher Grant program for classroom enrichment & supplies.
- Research and implementation of exciting new ways to raise money.
- Collaborate with the Principal and school board to be sure all PACC activities are in alignment with the school & PACC mission statements.

### **Grand Bohemian Hotel Orlando**

July 2022 – March 2023

*Beverage Manager; Orlando, FL*

- Responsible for reopening and rebranding of the Bösendorfer lobby lounge.
- Oversee operations for two outlets and In-Room dining. 2023
- Responsible for beverage menu creation & concept design for newly renovated lounge, restaurant, and brand-new pool bar outlet.
- Manage beverage inventory control and ordering for bars and special functions.
- Improved efficiency and internal controls by revising AGILYSYS POS interface.

### **Shades of Green Resort**

May 2021 – July 2022

*Assistant Business Manager (Restaurants); Lake Buena Vista, FL*

- Oversee day-to-day operations and staff in multiple food and beverage outlets within the hotel.
- Assigned to manage all beverage operations, bar staff schedules, development, and recruiting.
- Increased employee satisfaction by developing employee recognition and accountability programs.
- Vendor liaison to enhance beverage portfolio while increasing sales revenue.
- Manage labor costs and scheduling for 50+ employees including contract staffing.
- Improved efficiency and internal controls in multiple outlets by revising MICROS POS interface.
- Collaborated with the warehouse manager to organize and maintain inventory controls and simplify interdepartmental processes.

### **Shades of Green Resort**

October 2018 – May 2021

*Lead Bartender; Lake Buena Vista, FL*

- Assisted in daily operational management duties including, guest services, reporting, scheduling, and inventory controls.
- Improved efficiency by revising bartender standards and sequence of service.
- Reduced wine costs 13% by identifying and eliminating inventory issues, adding higher quality wines, and pricing competitively.
- Increased beverage sales by initiating quarterly beverage offerings and collaborating with marketing department to promote seasonal items.
- Partnered with Food & Beverage Controller to configure & implement Berg Inventory Control System.

**Shades of Green Resort**

July 2013 – October 2018

*Bartender; Lake Buena Vista, FL*

- Interacted with guests in a friendly manner to cultivate a comfortable and fun atmosphere in a fast-paced restaurant.
- Upsold regular and promotional food and beverage menu items.
- Used proper techniques to create innovative drink recipes while also practicing responsible alcohol service.
- Maintained bartender bank ensuring accuracy and properly charging for all sold items.

**EDUCATION****Valencia College; Orlando, FL**

August 2016 – May 2018

Associate of Science: Hospitality &amp; Tourism Management

- Hospitality Guest Service Specialist Certificate
- Restaurant Food Service Management Certificate
  - ServSafe Food Protection Management Certification
  - ServSafe Alcohol Certificate

## **Application for Appointment to Seat No. 5 of the Board of Supervisors for the Highland Meadows II Community Development District**

**APPLICANT NAME:** Michael DeWolf II

**EMAIL ADDRESS:** michaelddewolfii@gmail.com

**ADDRESS:**1052 Zion Drive Haines City Florida 33844

**TELEPHONE NO:** 518-210-1619

**HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD?** March 12<sup>th</sup>, 2021

### **(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:**

- 1)Excellent verbal and written communication skills
- 2)The ability to listen and problem solve with empathy and understanding.
- 3) Excellent teamwork
- 4)Public speaking
- 5)The ability to handle difficult situations by partnering with others to find success

### **(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:**

I have a strong passion for community and enjoy serving others for the betterment of the community. I am willing to speak with and engage with anyone even in difficult situations and believe that serving your community is one of the highest honors you can have. The satisfaction I get from seeing a community or work place thrive lets me know public office is something I have have a passion for and am willing to give great effort to see community succeed. I want nothing more than to see this community succeed and grow with success in the years to come and I think my addition to the Board of supervisors could help make that happen.

### **(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS?**

No due to my current work schedule, however if appointed I have gotten approval from my job to be able to attend all meetings and make time to support the community however necessary. I do read the minutes and look over the budget on a monthly basis to see what is happening in the community.

### **(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS:**

I have served on the Summerview Crossing HOA board and as it's president since the inception of the Board in October 2021

### **(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? YES**

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SIGN:  DATED: 10/24/2023

PRINT: Michael D DeWolf II

DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_



# MICHAEL DEWOLF II

1052 Zion Drive Haines City Florida, 33844

[Michaelddewolfii@gmail.com](mailto:Michaelddewolfii@gmail.com)

## **SALES AND SOLUTIONS LEADERSHIP- DISNEY CENTRAL DISNEY PARKS 2013-PRESENT**

- Manager on Duty supporting over 600 Disney Central Cast Members to ensure they have tools and proper development necessary to provide excellent guest service.
- Lead of a team of over 20 direct reports creating an inclusive and safe working environment focused on teamwork and ambitious sales and service goals.
- Lead Team Meetings to ensure Cast were up to date on any sales or service updates and allow Cast to round table any new ideas or concerns
- Responsible for partnering with Labor operations to ensure all schedules and pay were correct for the team.
- Develop promotions for team to boost morale and encourage excellent guest scores and sales goals.
- Hiring Manager responsible for attending Job fairs and interviewing potential candidates for employment at Disney Central

## **HOA BOARD OF DIRECTORS PRESIDENT -SUMMERVIEW CROSSING HOA**

- Act as the lead for homeowners to assist in all community HOA related concerns
- Manage and approve budget spending for HOA
- Facilitate annual and HOA board meetings
- Work closely with Highland community management company to ensure all HOA business orders are taken care of.
- Communicate effectively and efficiently with community to ensure all residents are kept up to date on community matters.

## **SKILLS**

- Teamwork/Collaboration
- Communication (Written and verbal)
- Problem solving
- Training and Development
- Guest Service
- Technical triaging
- Leadership
- Public Speaking/Presentations

## **EDUCATION**

SUNY Oswego- Journalism/Broadcast communication

University of Arizona- Law- in progress

Application for Appointment to Seat No. 5 of the Board of Supervisors  
Highland Meadows II Community Development District

APPLICANT NAME: John Guzikowski EMAIL ADDRESS: John.Guzikowski@BrightHouse.com  
ADDRESS: 2490 Sanderling St. Haines City, FL. 33844  
TELEPHONE NO.: (863) 438-4979  
HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 4 years

PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU HAVE ONE.

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:  
Worked in the finance division of a major newspaper (Orlando Sentinel) for 15 years.

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:  
I ran in the last election, Nov 22 for seat 2. I feel I can still serve as capable candidate and competent candidate.

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? Yes, been to all meetings the last 3 years or more

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR GOVERNING BOARDS/COUNCILS:  
Highlands Meadows 3-A, President since 2022, Highlands Meadows 3-A, Secretary 2019-2022

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? yes

(IF YOU ARE NOT LISTED AS AN OWNER OF PROPERTY WITHIN THE DISTRICT ACCORDING TO THE POLK COUNTY APPRAISER'S WEBSITE, PLEASE PROVIDE PROOF OF RESIDENCY WITHIN THE DISTRICT. CONSISTENT WITH THE REQUIREMENTS OF THE TAX COLLECTOR FOR POLK COUNTY, PROOF OF RESIDENCY MAY BE ESTABLISHED BY PROVIDING DOCUMENTATION INCLUDING TWO OF THE FOLLOWING: DEED; MORTGAGE; RENTAL AGREEMENT/LEASE; UTILITY BILL (HOOKUP NOT MORE THAN 2 MONTHS OLD); FINANCIAL INSTITUTION STATEMENT (NOT MORE THAN 2 MONTHS OLD); HEALTH CARD WITH ADDRESS LISTED).

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IMPORTANT NOTICE:

Board of Supervisors for Community Development Districts are required to comply with all applicable laws governing public officers in Florida including, but not limited to, Florida's "Government in the Sunshine" law under Section 286.011, Fla. Stat.; Florida's Code of Ethics for Public Officers under Chapter 118, Fla. Stat.; and Florida's Public Records law under Chapter 119, Fla. Stat. Training in these areas is available through the Florida Board of Supervisors for Community Development Districts.

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? yes

(IF YOU ARE NOT LISTED AS AN OWNER OF PROPERTY WITHIN THE DISTRICT ACCORDING TO THE POLK COUNTY APPRAISER'S WEBSITE, PLEASE PROVIDE PROOF OF RESIDENCY WITHIN THE DISTRICT. CONSISTENT WITH THE REQUIREMENTS OF THE POLK COUNTY TAX COLLECTOR FOR POLK COUNTY, PROOF OF RESIDENCY MAY BE ESTABLISHED BY PROVIDING DOCUMENTATION INCLUDING TWO OF THE FOLLOWING: DEED; MORTGAGE; RENTAL AGREEMENT/LEASE; UTILITY BILL (HOOKUP NOT MORE THAN 2 MONTHS OLD); FINANCIAL INSTITUTION STATEMENT (NOT MORE THAN 2 MONTHS OLD); HEALTH CARD WITH ADDRESS LISTED).

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SIGN: John Guzikowski DATED: \_\_\_\_\_  
PRINT: John Guzikowski DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

Application for Appointment to Seat No. 5 of the Board of Supervisors for the  
Highland Meadows II Community Development District

APPLICANT NAME: Joellen DiBrango EMAIL ADDRESS: jdibrango1@gmail.com  
ADDRESS: 319 Pentas Lane Haines City, FL 33844  
TELEPHONE NO.: (863) 221-5745  
HOW LONG HAVE LIVED IN THE HIGHLAND MEADOWS II CDD? 3 1/2 years

PLEASE ADD ADDITIONAL SHEETS IF NECESSARY AND/OR ATTACH A RESUME IF YOU DESIRE.

(1) PLEASE LIST ANY SPECIAL CONTRIBUTIONS YOU BELIEVE YOU CAN BRING TO THE DISTRICT:

I am able to work with people who may not have the same views as I do about what is needed for the community in order to come to a consensus.

(2) PLEASE EXPLAIN WHY YOU WISH TO SERVE ON THE BOARD OF SUPERVISORS FOR THE DISTRICT:

In order to provide transparency to the residents and to represent them in a fair manner.

(3) HAVE YOU ATTENDED ANY OF THE DISTRICT'S BOARD OF SUPERVISORS MEETINGS? Yes, several

(4) PLEASE LIST YOUR INVOLVEMENT WITH ANY HOMEOWNERS ASSOCIATION(S) AND/OR OTHER GOVERNING BOARDS/COUNCILS: I am a resident of HOA 4B. I am not on the board.

(5) ARE YOU A QUALIFIED ELECTOR IN THIS DISTRICT? Yes

(IF YOU ARE NOT LISTED AS AN OWNER OF PROPERTY WITHIN THE DISTRICT ACCORDING TO THE POLK COUNTY PROPERTY APPRAISER'S WEBSITE, PLEASE PROVIDE PROOF OF RESIDENCY WITHIN THE DISTRICT. CONSISTENT WITH THE REQUIREMENTS OF THE TAX COLLECTOR FOR POLK COUNTY, PROOF OF RESIDENCY MAY BE ESTABLISHED BY PROVIDING DOCUMENTATION, INCLUDING TWO OF THE FOLLOWING: DEED; MORTGAGE; RENTAL AGREEMENT/LEASE; UTILITY BILL (HOOKUP OR WORK ORDER NOT MORE THAN 2 MONTHS OLD); FINANCIAL INSTITUTION STATEMENT (NOT MORE THAN 2 MONTHS OLD); MEDICAL OR HEALTH CARD WITH ADDRESS LISTED).

PLEASE RETURN THIS FORM (WITH ANY SUPPORTING DOCUMENTATION YOU WISH) NO LATER THAN **NOVEMBER 9<sup>TH</sup>, 2023** TO BRIAN MENDES OF RIZZETTA & COMPANY (DISTRICT MANAGER), BY EMAIL TO [BMENDES@RIZZETTA.COM](mailto:BMENDES@RIZZETTA.COM) OR BY MAIL TO RIZZETTA & COMPANY, 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614, ATTENTION BRIAN MENDES. PLEASE CONTACT BRIAN MENDES WITH ANY QUESTIONS (BY EMAIL OR TELEPHONE AT 407-472-2471, EXT. 4404).

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SIGN: Joellen DiBrango DATED: 12/11/23

PRINT: \_\_\_\_\_ DATE RECEIVED BY DISTRICT MANAGER: \_\_\_\_\_

**Joellen DiBrango**  
319 Pentas Lane  
Haines City, Florida 33844  
(863) 221-5745

**Education**

1997-2000 University of Sarasota in Sarasota, FL  
1993-1996 Georgia Southern University in Statesboro, GA  
1989-1991 Florida State University in Tallahassee, FL  
1987-1989 Broward Community College in Davie, FL

**Degrees**

**Doctor of Education in Curriculum and Instruction**/University of Sarasota  
**Educational Specialist in Curriculum and Instruction**/University of Sarasota  
**Masters in Middle Childhood Education**/Georgia Southern University  
**Bachelor of Science in Physical Education**/Florida State University  
**Associate of Arts in Liberal Studies**/Broward Community College

**Certifications**

Social Science / Grades 5-9  
Physical Education / K-12

**Accomplishments**

2002 Veterans of Foreign Wars District and Local Teacher of the Year  
2001 Mamie Lou Gross Teacher of the Year  
2001 Meritorious Recognition for Teaching the Ideals of the Veterans of Foreign Wars

**Leadership**

Leadership Team Member  
Lead Tutor for Sunshine Company  
Special Area Grade Chair  
Budget Committee Chairperson  
School Improvement Committee Member  
Countywide Think Tank Committee Member  
Learning Focused Solutions Coach

**Employment**

2021-Present	Discovery High School.	Lake Alfred, FL	Credit Recovery/Dual Enrollment Teacher
2003-2021	Loughman Oaks Elementary	Davenport, FL	Physical Ed. Teacher
1999-2002	Mamie Lou Gross Elementary	Woodbine, GA	Physical Ed. Teacher
1995-1999	Crooked River Elementary	St. Mary's, GA	Physical Ed. Teacher
1994-1995	Camden Middle School	Kingsland, GA	Physical Ed. Teacher
1992-1994	Camden Middle School	Kingsland, GA	Sixth Grade Teacher

# **Tab 7**











# Tab 8

**Highland Meadows II  
Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

**Highland Meadows II Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

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# 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

## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Highland Meadows II Community Development District  
Davenport, Florida

### Report on Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of the governmental activities and each major fund of Highland Meadows II Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Highland Meadows II Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Fort Pierce / Stuart

To the Board of Supervisors  
Highland Meadows II Community Development District

In preparing the financial statements, management is required to evaluate 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 one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

### ***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives 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 GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. 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. Misstatements are considered material if there is a substantial likelihood that, 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.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- 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. Accordingly, no such opinion is expressed.
- 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.
- Conclude whether, in our judgement, 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 a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

To the Board of Supervisors  
Highland Meadows II Community Development District

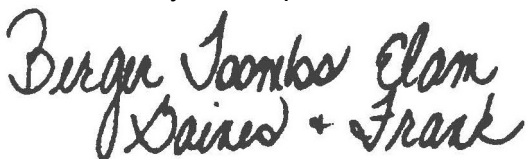
***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated November 6, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Highland Meadows II Community Development District's internal control over financial reporting and compliance.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

November 6, 2023



**Highland Meadows II Community Development District**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2022**

Management's discussion and analysis of Highland Meadows II Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by the private-sector. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position are reported in three categories; 1) net investment in capital assets, 2) restricted and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities funded by the District include general government, physical environment, culture/recreation and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Highland Meadows II Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures and changes in fund balances – budget and actual**, is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balances provide reconciliations to facilitate this comparison between governmental funds and governmental activities.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets, and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights:**

The following are the highlights of financial activity for the year ended September 30, 2022.

- The District's total assets exceeded total liabilities by \$3,238,650 (net position). Unrestricted net position \$909,940. Restricted net position was \$629,441. Net investment in capital assets was \$1,699,269.
- Governmental activities revenues totaled \$2,099,408 while governmental activities expenses totaled \$2,202,344.

**Highland Meadows II Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2022</b>	<b>2021</b>
Current assets	\$ 959,857	\$ 740,770
Restricted assets	2,231,101	2,660,945
Capital assets, net of depreciation	17,105,496	17,776,808
Total Assets	20,296,454	21,178,523
Current liabilities	720,169	746,229
Non-current liabilities	16,337,635	17,090,708
Total Liabilities	17,057,804	17,836,937
Net investment in capital assets	1,699,269	1,704,222
Net position-restricted	629,441	974,587
Net position-unrestricted	909,940	662,777
Total Net Position	\$ 3,238,650	\$ 3,341,586

The increase in current assets is related to revenues exceeding expenditures in the General Fund in the current year.

The decrease in restricted assets is related to capital asset activity and principal payments on long-term debt in the current year.

The decrease in capital assets is mainly related to current year depreciation.

The decrease in non-current liabilities is related to the principal payments in the current year.

**Highland Meadows II Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District.

	<b>Governmental Activities</b>	
	<b>2022</b>	<b>2021</b>
Program Revenues		
Charges for services	\$ 2,081,675	\$ 3,989,963
General Revenues		
Investments earnings	8,848	208
Other revenues	8,885	7,871
Total Revenues	<u>2,099,408</u>	<u>3,998,042</u>
Expenses		
General government	131,487	152,940
Physical environment	1,022,375	1,029,988
Culture/recreation	175,992	164,331
Interest and other charges	872,490	942,980
Total Expenses	<u>2,202,344</u>	<u>2,290,239</u>
Change in Net Position	(102,936)	1,707,803
Net Position - Beginning of Year	<u>3,341,586</u>	<u>1,633,783</u>
Net Position - End of year	<u>\$ 3,238,650</u>	<u>\$ 3,341,586</u>

The decrease in charges for services is related to prepayments for debt service in the prior year.

The decrease in general government is related to the decrease in legal, arbitrage and assessment administration expenses in the current year.

The decrease in interest and other charges is related to the principal payments made on long-term debt in the current year.

**Highland Meadows II Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2022 and 2021.

<u>Description</u>	<b>Governmental Activities</b>	
	<u>2022</u>	<u>2021</u>
Construction in progress	\$ 4,501,982	\$ 4,488,903
Improvements other than buildings	3,222,144	3,222,144
Infrastructure	11,400,470	11,400,470
Recreation facilities and amenities	1,039,376	1,039,376
Equipment	27,650	-
Accumulated depreciation	<u>(3,086,126)</u>	<u>(2,374,085)</u>
Total Capital Assets (Net)	<u>\$ 17,105,496</u>	<u>\$ 17,776,808</u>

During the year, depreciation was \$712,041, additions to construction in progress were \$13,079 and equipment additions were \$27,650.

**General Fund Budgetary Highlights**

The budget exceeded actual expenditures primarily because security and landscaping expenditures were less than anticipated.

The September 30, 2022 budget was not amended.

**Debt Management**

Governmental Activities debt includes the following:

- ◆ In October 2014, the District issued \$1,860,000 Special Assessment Bonds Series 2014 (Assessment Area One Project) and \$1,575,000 Special Assessment Bonds Series 2014 (Assessment Area Two Project). The bonds were issued to finance the acquisition and construction of Assessment Area One and Two Projects. The balances outstanding at September 30, 2022 were \$800,000 and \$1,215,000, respectively.
- ◆ In February 2016, the District issued \$3,645,000 Special Assessment Bonds Series 2016 (Assessment Area Three Project) and \$1,785,000 Special Assessment Bonds Series 2016 (Assessment Area Four Project). The bonds were issued to finance the acquisition and construction of Assessment Areas Three and Four. The balance outstanding at September 30, 2022 were \$2,185,000 and \$1,265,000, respectively.

**Highland Meadows II Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Debt Management (Continued)**

- ◆ In March 2017, the District issued \$5,370,000 Special Assessment Bonds Series 2017 (Assessment Area Five Project) and \$2,700,000 Special Assessment Bonds Series 2017 (Assessment Area Six Project). The bonds were issued to finance the acquisition and construction of Assessment Area Five and Six Projects. The balances outstanding at September 30, 2022 were \$3,945,000 and \$1,660,000 respectively.
- ◆ In September 2017, the District issued \$3,950,000 Special Assessment Bonds Series 2017 (Assessment Area 4B/C Project). The bonds were issued to finance the acquisition and construction of Assessment Area 4B/C Project. The balance outstanding at September 30, 2022 was \$2,295,000.
- ◆ In December 2019, the District issued \$5,765,000 Special Assessment Bonds Series 2019 (Assessment Area 7/7A Project). The bonds were issued to finance the acquisition and construction of Assessment Area 7/7A Project. The balance outstanding at September 30, 2022 was \$3,350,000.
- ◆ In previous years, the District entered into financed purchase agreements for financing the acquisition of certain playground equipment. The outstanding balance was paid off during the current year.

**Economic Factors and Next Year's Budget**

Highland Meadows II Community Development District does not expect any economic factors to have any significant effect on the financial positions or results of operation of the District in fiscal year 2023.

**Request for Information**

The financial report is designed to provide a general overview of Highland Meadows II Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Highland Meadows II Community Development District, Accounting Department, 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

**Highland Meadows II Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2022**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash and cash equivalents	\$ 757,920
Investments	151,329
Special assessments receivable	4,337
Deposits	2,028
Prepaid expenses	44,243
Total Current Assets	959,857
Non-Current Assets	
Restricted assets	
Investments	2,231,101
Capital assets, not being depreciated	
Construction in progress	4,501,982
Capital assets, being depreciated	
Improvements other than buildings	3,222,144
Recreation facilities and amenities	1,039,376
Infrastructure	11,400,470
Equipment	27,650
Less: accumulated depreciation	(3,086,126)
Total Non-Current Assets	19,336,597
Total Assets	20,296,454
 <b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	29,812
Accrued interest	360,357
Bonds payable	330,000
Total Current Liabilities	720,169
Non-Current Liabilities	
Bonds payable, net	16,337,635
Total Liabilities	17,057,804
 <b>NET POSITION</b>	
Net investment in capital assets	1,699,269
Restricted for debt service	629,441
Unrestricted	909,940
Total Net Position	\$ 3,238,650

See accompanying notes to financial statements.





**Highland Meadows II Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2022**

	General	Debt Service	Capital Projects	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 757,920	\$ -	\$ -	\$ 757,920
Investments	151,329	-	-	151,329
Assessments receivable	1,781	2,556	-	4,337
Due from other funds	-	1,731	15,818	17,549
Deposits	2,028	-	-	2,028
Prepaid expenses	44,243	-	-	44,243
Restricted assets				
Investments, at fair value	-	1,699,335	531,766	2,231,101
Total Assets	\$ 957,301	\$ 1,703,622	\$ 547,584	\$ 3,208,507
 <b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable and accrued expenses	\$ 29,812	\$ -	\$ -	\$ 29,812
Due to other funds	17,549	-	-	17,549
Total Liabilities	47,361	-	-	47,361
 Fund Balances:				
Nonspendable				
Deposits and prepaid expenses	46,271	-	-	46,271
Restricted				
Debt service	-	1,703,622	-	1,703,622
Capital projects	-	-	547,584	547,584
Assigned - operating reserve	250,267	-	-	250,267
Unassigned	613,402	-	-	613,402
Total Fund Balances	909,940	1,703,622	547,584	3,161,146
Total Liabilities and Fund Balances	\$ 957,301	\$ 1,703,622	\$ 547,584	\$ 3,208,507

See accompanying notes to financial statements.

**Highland Meadows II Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2022**

Total Governmental Fund Balances	\$ 3,161,146
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets not being depreciated, construction in progress, used in governmental activities are not current financial resources and, therefore, are not reported at the fund level.	4,501,982
Capital assets being depreciated, infrastructure, \$11,400,470, equipment, \$27,650, improvements other than buildings, \$3,222,144, and recreation facilities and amenities, \$1,039,376, net of accumulated depreciation, \$(3,086,126), used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	12,603,514
Long-term liabilities, including bonds payable, \$(16,715,000), net of bond discount, net, \$47,365, are not current uses and therefore, are not reported at the fund level.	(16,667,635)
Accrued interest expense for long-term debt is not a current financial use and; therefore, is not reported at the fund level.	<u>(360,357)</u>
Net Position of Governmental Activities	<u><u>\$ 3,238,650</u></u>

See accompanying notes to financial statements.

**Highland Meadows II Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2022**

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Special assessments	\$ 854,813	\$ 1,226,862	\$ -	\$ 2,081,675
Investment earnings	1,278	5,734	1,836	8,848
Miscellaneous revenues	8,885	-	-	8,885
Total Revenues	<u>864,976</u>	<u>1,232,596</u>	<u>1,836</u>	<u>2,099,408</u>
Expenditures				
Current				
General government	131,487	-	-	131,487
Physical environment	365,595	-	-	365,595
Culture/recreation	120,731	-	-	120,731
Capital outlay	-	-	40,729	40,729
Debt service				
Principal	-	720,000	1,107	721,107
Interest	-	883,442	4	883,446
Total Expenditures	<u>617,813</u>	<u>1,603,442</u>	<u>41,840</u>	<u>2,263,095</u>
Net change in fund balances	<u>247,163</u>	<u>(370,846)</u>	<u>(40,004)</u>	<u>(163,687)</u>
Fund Balances - Beginning of year	<u>662,777</u>	<u>2,074,468</u>	<u>587,588</u>	<u>3,324,833</u>
Fund Balances - End of year	<u>\$ 909,940</u>	<u>\$ 1,703,622</u>	<u>\$ 547,584</u>	<u>\$ 3,161,146</u>

See accompanying notes to financial statements.

**Highland Meadows II Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2022**

Net Change in Fund Balances - Total Governmental Funds	\$ (163,687)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives as depreciation. This is the amount that capital outlay, \$40,729, was exceeded by depreciation, \$(712,041), in the current period.	(671,312)
Repayments of principal are expenditures at the fund level, but the repayments reduce long-term liabilities in the Statement of Net Position.	721,107
Bond discounts are amortized over the life of the bonds as interest. This is the current period amortization.	(1,927)
In the Statement of Activities, interest is accrued on outstanding bonds; whereas in the fund level interest expenditures are reported when due. This is the change in accrued interest in the current period.	<u>12,883</u>
Change in Net Position of Governmental Activities	<u><u>\$ (102,936)</u></u>

See accompanying notes to financial statements.

**Highland Meadows II Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2022**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 851,732	\$ 851,732	\$ 854,813	\$ 3,081
Investment income	-	-	1,278	1,278
Miscellaneous revenues	-	-	8,885	8,885
Total Revenues	<u>851,732</u>	<u>851,732</u>	<u>864,976</u>	<u>13,244</u>
Expenditures				
Current				
General government	142,671	142,671	131,487	11,184
Physical environment	447,717	447,717	365,595	82,122
Culture/recreation	164,524	164,524	120,731	43,793
Total Expenditures	<u>754,912</u>	<u>754,912</u>	<u>617,813</u>	<u>137,099</u>
Net change in fund balances	96,820	96,820	247,163	150,343
Fund Balances - Beginning of year	<u>98,647</u>	<u>98,647</u>	<u>662,777</u>	<u>564,130</u>
Fund Balances - End of year	<u>\$ 195,467</u>	<u>\$ 195,467</u>	<u>\$ 909,940</u>	<u>\$ 714,473</u>

See accompanying notes to financial statements.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on May 28, 2014, by Ordinance 761 and amended on July 27, 2015, by Ordinance 773 and on December 12, 2016, by Ordinance 803, which was approved by Resolution No. 16-135 and adopted by the Board of County Commissioners of Polk County, Florida on November 1, 2016, and on June 3, 2019 by Ordinance 889 of the City of Davenport, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or without the boundaries of the Highland Meadows II Community Development District. The District is governed by a five-member Board of Supervisors who are elected for four year terms. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Highland Meadows II Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board, the District has identified no component units.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**a. Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments, and interest. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District implemented the Governmental Accounting Standards Board Statement 54 – *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The classifications include non-spendable, restricted, committed, assigned and unassigned.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Committed Fund Balance** – This classification consists of amounts that can only be used for specific purposes pursuant to the constraints imposed by a formal action of the government's highest level of decision-making authority.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – When restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances



**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter, to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Debt Service Fund – The Debt Service Fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund – Accounts for construction of infrastructure improvements within the District.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as infrastructure and improvements, and non-current governmental liabilities, such as general obligation bonds, be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits and certificates of deposit with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

**b. Restricted Assets**

Certain assets of the District and a corresponding liability or portion of net position is classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation, or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted assets, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**c. Capital Assets**

Capital assets, which include construction in progress, improvements other than buildings, recreation facilities and amenities and infrastructure, are reported in the governmental activities column in the government-wide statements.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	20 years
Improvements other than buildings	20 years
Recreation facilities and amenities	20 years
Equipment	7 years

**d. Unamortized Bond Discount**

Bond discounts are presented on the government-wide financial statements. The costs are amortized over the life of the bonds. For financial reporting, the unamortized bond discount is netted against the applicable long-term debt.

**e. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE B – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet and statement of net position as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District’s deposits may not be returned. The investment policy of the District follows the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2022, the District’s bank balance was \$784,178 and the carrying value was \$757,920. The District controls its exposure to custodial credit risk because it maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2022, the District had the following investments and maturities:

<b>Investment</b>	<b>Maturity</b>	<b>Fair Value</b>
First American Treasury Obligation	9 Days *	\$ 2,231,101
Florida PRIME	21 Days*	151,329
Total		\$ 2,382,430

\* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District’s own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investment in First American Treasury Obligation is a Level 1 asset.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE B – CASH AND INVESTMENTS (CONTINUED)**

Investments (Continued)

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2022, there were no redemption fees, maximum transaction amounts, or any other requirements that would limit daily access to 100 percent of the account value.

Interest Rate Risk

The District monitors investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments in treasury funds, commercial paper, and government loans are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2022, the District's investments in the First American Treasury Obligation and Florida PRIME were rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one issuer. The investment in First American Treasury Obligation represents 94% of the District's total investments. The District's investments in Florida PRIME represents 6% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2022 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary. In addition, the District has the ability to hold investments to maturity that have fair values less than cost. The District's investments are recorded at book value.

**NOTE C – SPECIAL ASSESSMENT REVENUES**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon adopted budget and levied annually. Debt Service Assessments are levied when bonds are issued and collected annually. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the bond documents.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ 4,488,903	\$ 13,079	\$ -	\$ 4,501,982
Capital assets, being depreciated:				
Improvements other than buildings	3,222,144	-	-	3,222,144
Infrastructure	11,400,470	-	-	11,400,470
Recreation facilities and amenities	1,039,376	-	-	1,039,376
Equipment	-	27,650	-	27,650
Total Capital Assets Being Depreciated	<u>15,661,990</u>	<u>27,650</u>	<u>-</u>	<u>15,689,640</u>
Less accumulated depreciation for:				
Improvements other than buildings	(533,514)	(161,107)	-	(694,621)
Infrastructure	(1,667,136)	(495,673)	-	(2,162,809)
Recreation facilities and amenities	(173,435)	(51,969)	-	(225,404)
Equipment	-	(3,292)	-	(3,292)
Total Accumulated Depreciation	<u>(2,374,085)</u>	<u>(712,041)</u>	<u>-</u>	<u>(3,086,126)</u>
Governmental Activities Capital Assets	<u>\$ 17,776,808</u>	<u>\$ (671,312)</u>	<u>\$ -</u>	<u>\$ 17,105,496</u>

Depreciation of \$656,780 was charged to physical environment and \$55,261 was charged to culture/recreation.

**NOTE E – LONG-TERM DEBT**

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2022:

Long-term debt at October 1, 2021	\$ 17,435,000
Principal payments	<u>(720,000)</u>
Long-term debt at September 30, 2022	16,715,000
Less bond discount, net	<u>(47,365)</u>
Total Long-term debt, net, September 30, 2022	<u>\$ 16,667,635</u>

Long-term debt is comprised of the following:

In October 2014, the District issued \$1,860,000 Special Assessment Bonds Series 2014 (Assessment Area One Project) maturing on November 1, 2045 with a fixed interest rate ranging from 5.50% to 6.25%. The bonds were issued to finance the acquisition and construction of Assessment Area One Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing November 1, 2016. The balance outstanding at September 30, 2022 was \$800,000.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

In October 2014, the District issued \$1,575,000 Special Assessment Bonds Series 2014 (Assessment Area Two Project) maturing November 1, 2044 with fixed interest rates ranging from 5.125% and 5.50%. The bonds were issued to finance the acquisition and construction of Assessment Area Two Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing November 1, 2015. The balance outstanding at September 30, 2022 was \$1,215,000.

In February 2016, the District issued \$3,645,000 Special Assessment Bonds Series 2016 (Assessment Area Three Project) maturing on May 1, 2046 with fixed interest rates ranging from 4.00% to 6.00%. The bonds were issued to finance the acquisition and construction of Assessment Area Three Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing May 1, 2017. The balance outstanding at September 30, 2022 was \$2,185,000.

In February 2016, the District issued \$1,785,000 Special Assessment Bonds Series 2016 (Assessment Area Four Project) maturing on May 1, 2046 with fixed interest rates ranging from 4.00% to 6.00%. The bonds were issued to finance the acquisition and construction of Assessment Area Four Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing May 1, 2017. The balance outstanding at September 30, 2022 was \$1,265,000.

In March 2017, the District issued \$5,370,000 Special Assessment Bonds Series 2017 (Assessment Area Five Project) maturing on November 1, 2047 with fixed interest rates ranging from 4.25% to 5.50%. The bonds were issued to finance the acquisition and construction of Assessment Area Five Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing November 1, 2018. The balance outstanding at September 30, 2022 was \$3,945,000.

In March 2017, the District issued \$2,700,000 Special Assessment Bonds Series 2017 (Assessment Area Six Project) maturing on November 1, 2047 with fixed interest rates ranging from 4.25% to 5.50%. The bonds were issued to finance the acquisition and construction of Assessment Area Six Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing November 1, 2018. The balance outstanding at September 30, 2022 was \$1,660,000.

In September 2017, the District issued \$3,950,000 Special Assessment Bonds Series 2017 (Assessment Area 4B/C Project) maturing on November 1, 2048 with fixed interest rates ranging from 3.50% to 5.00%. The bonds were issued to finance the acquisition and construction of Assessment Area 4B/C Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing November 1, 2019. The balance outstanding at September 30, 2022 was \$2,295,000.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

In December 2019, the District issued \$5,765,000 Special Assessment Bonds Series 2019 (Assessment Area 7/7A Project) maturing on November 1, 2050 with fixed interest rates ranging from 3.375% to 4.375%. The bonds were issued to finance the acquisition and construction of Assessment Area 7/7A Project. Interest is to be paid semiannually on each May 1 and November 1. Principal is to be paid serially commencing May 1, 2020. The balance outstanding at September 30, 2022 was \$3,350,000.

The annual requirements to amortize the principal and interest of long-term debt outstanding as of September 30, 2022 are as follows:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 330,000	\$ 859,341	\$ 1,189,341
2024	345,000	844,675	1,189,675
2025	370,000	828,600	1,198,600
2026	370,000	811,688	1,181,688
2027	395,000	794,125	1,189,125
2028-2032	2,310,000	3,650,582	5,960,582
2033-2037	2,940,000	2,981,059	5,921,059
2038-2042	3,790,000	2,097,826	5,887,826
2043-2047	4,440,000	939,918	5,379,918
2048-2051	1,425,000	93,454	1,518,454
Totals	<u>\$ 16,715,000</u>	<u>\$ 13,901,268</u>	<u>\$ 30,616,268</u>

Summary of Significant Bonds Resolution Terms and Covenants

The District levies special assessments pursuant to Section 190.022, Florida Statutes and the assessment rolls are approved by resolutions of the District Board. The collections are to be strictly accounted for and applied to the debt service of the bond series for which they were levied. The District covenants to levy special assessments in annual amounts adequate to provide for payment of principal and interest on the bonds. Payment of principal and interest is dependent on the money available in the debt service fund and the District's ability to collect special assessments levied.

The Series 2014 Bonds are subject to redemption prior to maturity, in whole on any date, or in part at any time on or after November 1, 2028, at the redemption price equal to the principal amount of the Bonds to be redeemed, together with accrued interest to the date of redemption. The Series 2014 Bonds are subject to extraordinary mandatory redemption prior to their selected maturity date in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.



**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

Summary of Significant Bonds Resolution Terms and Covenants (Continued)

The Series 2016 Bonds are subject to redemption prior to maturity, in whole on any date, or in part at any time on or after May 1, 2029, at the redemption price equal to the principal amount of the Bonds to be redeemed, together with accrued interest to the date of redemption. The Series 2016 Bonds are subject to extraordinary mandatory redemption prior to their selected maturity date in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Series 2017 Bonds are subject to redemption prior to maturity, in whole on any date, or in part at any time on or after November 1, 2027, at the redemption price equal to the principal amount of the Bonds to be redeemed, together with accrued interest to the date of redemption. The Series 2017 Bonds are subject to extraordinary mandatory redemption prior to their selected maturity date in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The bond indentures provide for Debt Service Reserve Funds, which shall be held by the Trustee separate and apart from all other funds. The following is a schedule of reserve requirements and balances in the reserve accounts at September 30, 2022:

	Reserve Balance	Reserve Requirement
Special Assessment Bonds, Series 2014 Area 1	\$ 140,000	\$ 140,000
Special Assessment Bonds, Series 2014 Area 2	\$ 55,166	\$ 48,488
Special Assessment Bonds, Series 2016 Area 3	\$ 86,988	\$ 86,484
Special Assessment Bonds, Series 2016 Area 4	\$ 50,978	\$ 50,667
Special Assessment Bonds, Series 2017 Area 5	\$ 145,443	\$ 144,819
Special Assessment Bonds, Series 2017 Area 6	\$ 62,088	\$ 61,663
Special Assessment Bonds, Series 2017 Area 4B/C	\$ 78,806	\$ 78,681
Special Assessment Bonds, Series 2019 Area 7/7A	\$ 103,022	\$ 103,022

**NOTE F – FINANCED PURCHASE PAYABLE**

In a prior year, the District entered into a 60-month financed purchase agreement for certain playground equipment. The agreement qualified as a financed purchase for accounting purposes; and therefore, has been recorded at the present value of the future minimum payments. The property acquired through the capital lease totaled \$55,037 and has a carrying value of \$37,829. The outstanding balance was paid off in the current year.

**NOTE G – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

**Highland Meadows II Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE H – ECONOMIC DEPENDENCY AND RELATED PARTIES**

A substantial portion of the District's activity is dependent upon the continued involvement of the developers, the loss of which could have a materially adverse effect on the District. At September 30, 2022, the developers owned or controlled a large portion of the assessable property located within District boundaries.



# 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

## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Highland Meadows II Community Development District  
Davenport, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Highland Meadows II Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated November 6, 2023.

### **Report on Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Highland Meadows II Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Highland Meadows II Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Highland Meadows II Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors  
Highland Meadows II Community Development District

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Highland Meadows II Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

November 6, 2023



# 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

## MANAGEMENT LETTER

To the Board of Supervisors  
Highland Meadows II Community Development District  
Davenport, Florida

### Report on the Financial Statements

We have audited the financial statements of the Highland Meadows II Community Development District as of and for the year ended September 30, 2022, and have issued our report thereon dated November 6, 2023.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reports and Schedule

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated November 6, 2023, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.

To the Board of Supervisors  
Highland Meadows II Community Development District

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Highland Meadows II Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Highland Meadows II Community Development District did not meet one of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2022 for the Highland Meadows II Community Development District. It is management's responsibility to monitor the Highland Meadows II Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Specific Information**

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Highland Meadows II Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 0
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 9
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$0
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$64,508.
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: None.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was not amended.

To the Board of Supervisors  
Highland Meadows II Community Development District

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Highland Meadows II Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund, \$626.43, and Debt Service Fund, \$568.77 - \$1,148.60.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$2,081,675.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: See Note E, pages 25-28.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any findings.

### **Purpose of this Letter**

Our Management Letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

November 6, 2023



**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

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Highland Meadows II Community Development District  
Davenport, Florida

We have examined Highland Meadows II Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2022. Management is responsible for Highland Meadows II Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Highland Meadows II Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Highland Meadows II Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Highland Meadows II Community Development District's compliance with the specified requirements.

In our opinion, Highland Meadows II Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2022.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

November 6, 2023



## **Tab 9**

ESTIMATE



Prepared For

Highland Meadows II CDD c/o Rizzetta & Company
8529 South Park Circle Suite 330 Orlando, Florida 32819
Orlando, Florida 32819

HP Home Maintenance Solutions LLC

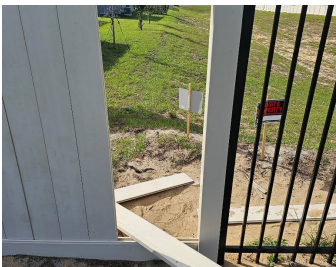
2812 Shelburne Way
Saint Cloud , Florida 34772
Phone: (407) 412-3731
Email: hphomemaintenancesolutions@gmail.com
Web: Www.hphomemaintenancesolutions.com

Estimate # 89
Date 11/22/2023

Description Total

Fence \$9,096.87

Repair existing PVC fences and metal on different sections of the community about 30 feet ,cream,black, color to match do to some parts need to be replaced. About 10 panels need to be removed, and reinstalling do to fence needs to be alignment .also concrete, materials, parts, and labor included.



Subtotal \$9,096.87

Total \$9,096.87

Notes:

A 50 % deposit is required before starting work,remaining balance to be paid when work is completed and inspect with customer representative

By signing this document, the customer agrees to the services and conditions outlined in this document.

---

Highland Meadows II CDD c/o Rizzetta &  
Company



## PROPOSAL OF SERVICES

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### *Highland Meadows 2 Community District Development Fence Proposal*

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Dear,  
Highland Meadows II Community District Development

### **WORK PROJECT**

- All Consumables required to perform the maintenance are supplied by A&E Dream Homes.
- Repair, replace and removal damage panels.
- Installation of 100 new panels.
- 4027 and 4031 Ruby Run 375' repair needed.
- 4203 Swan Street 200' repair needed.
- Reenforce and align pillars that are affected.
- Apply new anchors upon replacement.
- Removal of fence debris and properly dispose hazardous waste.
- Comply with OSHA regulations on chemical management and safety measures in the project area.

### **YOUR INVESTMENT**

The contract proposes a fixed price of \$13,060.00, Requires 60% deposit to initiate, additional 10% upon 50% project completion, remaining 30% upon total project completion. All repairs and replacement perform by A&E Homes will have a life time warranty coverage cause by natural disaster. In consideration of the Customer's payment of the Compensation, the Vendor shall perform the services set forth in its scope of work attached hereto as "Work Project" at the service site set forth above. Unless otherwise specified. The Customer shall pay Contractor the compensation set forth and when due. If no time for

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payment is specified, all amounts shall be paid within thirty (30) calendar days from the date of performance of the portion of Services invoiced for. In the event of nonpayment, Vender shall charge, and Customer agrees to pay, interest at the rate of two percent (2%) per month on the total outstanding balance until paid in full.

## **TERMS**

The pricing in this proposal is valid for 30 days. The Services shall be performed in a workmanlike manner. Vendor's personnel will wear uniforms, as well as all safety and PPE required by the occupational Safety and Health Administration (OSHA), while on Property. Vendor's may immediately suspend performance of the Services without notice to Customer until payment is brought current in full. In addition, in the event of nonpayment, Vendor's may condition its continued performance (after suspension) upon Customer's payment of a deposit equal to one (1) month's Services, which shall be applied to the last month of the Term. Or to any outstanding balance owed to Vendor's by Customer in the Future.

## **Termination**

Either party may terminate this Agreement for any reason, or for no reason, by delivering written notice of their intent to terminate this Agreement of not less than sixty (30) days to the other party. This Agreement shall begin upon the Effective Date, and shall continue for a period of twelve (12) months. Unless terminated or renewed as provided for herein, upon the expiration of the Term, this Agreement shall automatically renew for successive twelve (12) month terms. In the event of a material breach of this Agreement by either party, the other party may deliver written notice of such breach to the other

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party specifying such breach. Upon receipt of such notice, the breaching party shall have ten (14) days within which to cure the complaint of breach. If the breaching party fails to cure such breach within this time period, then the other party may terminate this Agreement immediately upon additional written notice. Cause shall not exist if the alleged breach is something not the responsibility of a party hereunder.

### **Choice of Law; Venue; Jury Trial Waiver**

Venue for any legal action or mediation arising from or relating to either this Agreement or the Services shall be proper, convenient, and exclusively held in the courts of the county wherein Vendor's principal place of business is located. If any legal action is taken by either party to enforce any provision of this Agreement against the other party, the prevailing party therefrom shall be entitled to recover from the non-prevailing party all costs, fees, and expenses arising from such legal action, including accounting costs, court costs, attorneys' fees, and all other reasonably related expenses. The term "prevailing party" means the party prevailing on the substantial matters of law at issue

in such action. BOTH PARTIES HERETO EXPRESSLY AND IRREVOCABLY WAIVE THEIR RIGHT TO A TRIAL BY JURY IN ANY LEGAL ACTION ARISING FROM OR RELATING TO THIS AGREEMENT OR THE SERVICES, AND EXPRESSLY CONSENT TO THE EXCLUSIVE PERSONAL JURISDICTION AND VENUE OF THE FOREGOING COURTS. BOTH PARTIES EXPRESSLY AGREE THAT THE LAWS OF THE STATE OF FLORIDA, EXCLUSIVE OF ITS CHOICE OF LAWS PRINCIPLES, SHALL APPLY TO THIS AGREEMENT. BOTH PARTIES EXPRESSLY

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ACKNOWLEDGE AND AGREE THAT THIS AGREEMENT SHALL BE CONSIDERED TO HAVE BEEN MADE AND ENTERED INTO IN ORANGE COUNTY, FLORIDA, NOTWITHSTANDING ANY CONTRACTUAL PROVISION, LAW, OR EQUITABLE PRINCIPLE TO THE CONTRARY.

**Insurance; Licensing**

The Vendor represents that Contractor is fully insured for required workers' compensation coverage on its employees, and carries general liability insurance covering its Services. Contractor shall provide a copy of the same to Customer upon request. Contractor shall be responsible for obtaining any licenses and/or permits required by law for activities at the Property.

**Loss; Liability**

Vendor shall bear the risk of loss for any products, equipment, personal property, landscaping, flowers, grass, or shrubbery which are damaged by Vendor's Services, or any intervening or superseding cause. Furthermore, Vendor shall not be responsible for any pre-existing damage to items at the Property, even if such items are maintained as part of the Services. In addition, and without limiting the generality of the foregoing,

Vendor is not responsible for, and Customer holds Vendor harmless for: (1). damage to or maintenance/replacement of any personal property, fixtures, furnishings, or equipment located at the Property; (2). any damage due to vandalism, theft, or the actions/inactions of any third party; and (3). any damage due to operation of Vendor's equipment in performing the Services.

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## **Notes**

The district has requested to repair the fence area on 4027 Ruby Run 4031 Ruby Run and 4203 Swan Street. Below are images attached of the area's need for services.

























To discuss your project and formalize this agreement, please reach out at:

A&E DREAM HOMES, LLC.

929-245-1274

[AEDREAMHOMES@OUTLOOK.COM](mailto:AEDREAMHOMES@OUTLOOK.COM)

1. Services to be performed at:

1015 Condor Drive, Haines City, FL 33844

CLIENT

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Highland Meadows II Community District Development c/o  
Rizzetta & Co.  
8529 Southpark Circle Suite 330 Orlando,  
FL 32819

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Highland Meadows 2 C.D.D. Chairman

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District Manager

PREPARED BY: Lopez, Josmar

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# Tab 10

<b>Event Name:</b>	Highland Meadows II CDD c/o Rizzetta & Com	<b>Quote #:</b>	Q000575
<b>Event Status:</b>	Quote	<b>Account Manager:</b>	Pearce, Amber
<b>Client Name:</b>	Highland Meadows II CDD c/o Rizzetta & Com	<b>Contact:</b>	
<b>Client Code:</b>		<b>Phone #:</b>	
<b>Address:</b>	8529 South Park Circle, Suite 330, Orlando, FL 32819	<b>Email Address:</b>	

## Thursday, January 18, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
<b>Starts - Ends</b> 4:30 PM-7:30 PM	<b>Setup Type</b> Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM				

### Packages

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

### Tableware

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	4	\$0.00	\$0.00	CS
4:30 PM-7:30 PM	Chairs	30	\$0.00	\$0.00	CS

**\*Black Chiavari Chairs**

## Thursday, February 15, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
<b>Starts - Ends</b> 4:30 PM-7:30 PM	<b>Setup Type</b> Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM				

### Packages

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

### Decor

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Chairs	30	\$0.00	\$0.00	CS

**\*Black Chiavari**

### Tableware

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	4	\$0.00	\$0.00	CS

## Thursday, March 21, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
<b>Starts - Ends</b> 4:30 PM-7:30 PM	<b>Setup Type</b> Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM				

### Packages

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

## Thursday, March 21, 2024

### Decor

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Chairs <i>*Black Chiavari</i>	30	\$0.00	\$0.00	CS

### Tableware

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	40	\$0.00	\$0.00	CS

## Thursday, April 18, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
4:30 PM-7:30 PM	Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM	<b>Setup Type</b>			

### Packages

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

### Decor

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Chairs <i>*Black Chiavari</i>	30	\$0.00	\$0.00	CS

### Tableware

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	4	\$0.00	\$0.00	CS

## Thursday, May 16, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
4:30 PM-7:30 PM	Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM	<b>Setup Type</b>			

### Packages

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

### Decor

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Chairs <i>*Black Chiavari</i>	30	\$0.00	\$0.00	CS

### Tableware

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	3	\$0.00	\$0.00	CS

## Thursday, June 20, 2024

### Location: Window Room

From - To	Description	Attendance	Charge	Tax
4:30 PM-7:30 PM	Highland Meadows II CDD c/o Rizzetta & Company	30	\$0.00	CS
4:30 PM-7:30 PM	<b>Setup Type</b>			

**Thursday, June 20, 2024**
**Packages**

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Window Room Rental	1	\$200.00	\$200.00	CS

**Decor**

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	Chairs <i>*Black Chiavari</i>	30	\$0.00	\$0.00	CS

**Tableware**

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
4:30 PM-7:30 PM	72" Round	4	\$0.00	\$0.00	CS

<b>Packages:</b>	<u>\$1,200.00</u>
<b>Package Total:</b>	<u>\$1,200.00</u>
<b>Subtotal:</b>	<u>\$1,200.00</u>
<b>Florida Sales Tax 6%:</b>	<u>\$72.00</u>
<b>Polk Discretionary Tax:</b>	<u>\$12.00</u>
<b>Total:</b>	<u>\$1,284.00</u>
<b>Payments/Credits:</b>	<u>\$0.00</u>
<b>Balance:</b>	<u>\$1,284.00</u>

Please ensure all requirements are listed and correct. Thank you for choosing Feltrim Resorts

**Contact:** \_\_\_\_\_

**Approval:** \_\_\_\_\_

# **Tab 11**





Rizzetta & Company

# Highland Meadows II Community Development District

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## Proposal for Professional Landscape Inspection Services

February 3, 2023

Presented by: Rizzetta & Company, Inc.

3434 Colwell Avenue, Suite 200  
Tampa, FL 33614  
813.933.5571

[rizzetta.com](http://rizzetta.com)

# ***Rizzetta & Co.*** ***Landscape Inspection Services***

## ***“COMMITTED TO PRESERVING AND ENHANCING THE COMMUNITY LANDSCAPE”***

One of the largest expenses in any planned community is landscape maintenance. Why not have a professional, experienced landscape manager ensuring it is thriving and beautifully framing the community as it was intended to be?

Our Landscape Inspection Services team includes a Landscape Designer, a former commercial landscape maintenance company account manager, and two prior owners of multi-dimensional landscape service firms. Rizzetta & Co.'s Landscape Inspection Services team has a combined total of more than 100 years serving Florida community landscapes!

Each of our Landscape Specialists is Best Management Practices (BMP) certified in the state of Florida. Our team is committed to elevating the landscape maintenance in your community with detailed inspections, formal reporting, landscape planning, and effective vendor management strategies.

The first thing noticed in any community is its landscaping. It can convey a “Wow” factor to visitors, set a welcoming tone for residents, and help to increase home values within the community. Rizzetta & Co.'s Landscape Inspection Services team provides the expertise needed for a well-planned, well-maintained community landscape now and for the future.



Rizzetta & Company

# How we do it

**Community Asset Management Plan:** Upon request and following fee agreement, perform a complete inventory of the community landscape assets and provide an inventory report to the board.

**Landscape Design:** Landscape designer on staff available for landscape consultation, enhancements, and design upon request and following fee agreement .

**Landscape and Irrigation Specification Development:** Upon request and following fee agreement, develop a request for proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. We will conduct the bidding process, review, and prepare bid tabulation documents for the board and assist the board with reviewing the bid tabulation and other pertinent information.

**Landscape Maintenance Inspections:** Perform grounds inspections, provide the board with an inspection report (see sample below), notify maintenance contractor of deficiencies in service, and obtain proposals for landscape projects.

**Landscape Turnover Inspections:** Attend landscape turnover meeting and participate in the inspection on behalf of the board. Follow up report provided.

**Master Task Project Plan for Mature Communities:** Upon request and following fee agreement, develop a project plan specific to landscape replacement and enhancement for the common areas. Emphasis is on maturing landscape in the community and budgeting accordingly.



# Scope of Services

Rizzetta & Co. is pleased to provide this proposal for professional Landscape Inspection Services. These services will be provided on a recurring basis, with a detailed description provided below.

## **Landscape Inspection Services:**

- Perform one (1) monthly landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape and irrigation maintenance contracts.
- Provide the District with one (1) monthly landscape inspection report, which shall be included in the District's agenda package and may contain, among other things, recommended action items.
- Upon request of the District, attend up to three (3) District meetings in person, three (3) District meetings electronically, per fiscal year, to review landscape maintenance inspection report or discuss other landscape-related issues.
- Notify landscape maintenance contractors of deficiencies in service or the need for additional care.
- Monitor the progress of landscape maintenance contractors in accordance with scope of work provided in maintenance contracts with the District.
- Upon request, provide input, for preparation of the District's annual budget.
- Upon request and following fee agreement, prepare and develop a scope of services for landscape & irrigation maintenance proposals and oversee entire bidding process.
- Obtain additional competitive landscape maintenance proposals for incidental work as requested by the District and provide them to the District Manager.



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# Our Professional Landscape Inspection Services Fee

Based on the Scope of Services, Rizzetta & Co. proposes the following Landscape Inspection Services fee:

**Option 1. – Scope of Services as presented (service fee will be billed monthly):**

- \$760/mt. - \$9120.00/yr.

**Option 2. – Scope of Services as amended (service fee will be billed bi-monthly):**

- Perform one (1) bi-monthly (every other month) landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District’s landscape maintenance and irrigation contracts.
- Provide the District with one (1) bi-monthly (every other month) landscape maintenance inspection report which shall be provided in the District’s agenda package and include, among other things, recommended action items.
- Attend three (3) District meetings in person, per fiscal year, to review Landscape Inspection Report and/or to discuss other landscape-related items.

\$860.00 bi-monthly - \$5160.00/yr.

**Submitted**

By: \_\_\_\_\_

Lucianno Mastrionni, Director, Community Services

Rizzetta & Co., Inc.

Date: \_\_\_\_\_

**Accepted**

By: \_\_\_\_\_

Print: \_\_\_\_\_

For: Highland Meadows II Community Development District

Date: \_\_\_\_\_



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## **CONTRACT FOR PROFESSIONAL LANDSCAPE INSPECTION SERVICES**

**DATE:** February 24, 2023

**BETWEEN:** **RIZZETTA & COMPANY, INC.**  
3434 Colwell Avenue  
Suite 200  
Tampa, Florida 33614

(Hereinafter referred to as "**Consultant**")

**AND:** **HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**  
3434 Colwell Avenue  
Suite 200  
Tampa, Florida 33614

(Hereinafter referred to as "**District**," and together with Consultant, the "**Parties**.")

### **PURPOSE; SCOPE OF SERVICES:**

I. The purpose of this contract for professional landscape inspection services (hereinafter referred to as "**Contract**") is for the Consultant to provide professional landscape inspection services to the District pursuant to industry standards and best practices. A detailed description of these services is provided below.

**A. STANDARD ON-GOING SERVICES.** The Consultant shall provide the following Standard On-Going Services to the District pursuant to this Contract:

- i. Perform one (1) bi-monthly (every other month) landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape maintenance and irrigation contracts – should the District desire additional inspections, the Parties agree to negotiate a fee for such additional services in good faith and such additional fee(s) shall be produced in writing and executed by both Parties.



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**CONTRACT FOR PROFESSIONAL LANDSCAPE INSPECTION SERVICES  
HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

- ii. Provide the District with one (1) bi-monthly (every other month) landscape inspection report, which shall be provided in the District's agenda package and include, among other things, recommended action items.
- iii. Upon request of the District, attend up to three (3) monthly District meetings in person or via phone to review landscape maintenance inspection report.
- iv. Notify landscape maintenance contractors about deficiencies in service or need for additional care.
- v. Monitor the progress of landscape maintenance contractors in accordance with scope of work provided in maintenance contracts with the District, which may be amended from time to time.
- vi. Provide input for preparation of the District's annual budget.
- vii. Obtain landscape maintenance proposals as requested by the District and provide them to the District Manager.

**B. TIME FRAME.** The Standard On-Going Services shall be provided on a bi-monthly (every other month) basis as detailed in this Contract.

**II. ADDITIONAL SERVICES.** In addition to the Standard On-Going Services described above, or in any addendum executed between the Parties, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services above, or necessary to carry out the Services as described herein, as well as any changes in the scope requested by the District, will be considered additional services. Such additional services may include, but are not limited to, attendance at additional meetings, District presentations, vendor responses and Landscape and Irrigation Maintenance RFP's. If any additional services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services. The Consultant shall undertake the additional services after the District has issued its written approval of the description and fees for such services to the Consultant.

**III. LITIGATION SUPPORT SERVICES.** Upon the District's request, the Consultant shall prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving the subject matter of this Contract. If the District requires or requests any litigation support services, the Consultant will provide a detailed description of the services and fees for such services to the District for approval prior to beginning any litigation support services. The Consultant shall undertake the litigation support services after the



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**CONTRACT FOR PROFESSIONAL LANDSCAPE INSPECTION SERVICES  
HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

District has issued its written approval of the description and fees for such services to the Consultant.

**IV. TERM.** The Consultant's services as provided in this Contract shall commence upon execution of this Contract. This Contract shall automatically renew annually unless terminated pursuant to its terms. The Consultant acknowledges that the prices of this Contract are firm and that the Consultant may change the prices only with the District's written consent. All prior agreements between the parties with respect to the subject matter of this Contract are terminated upon the execution of this Contract.

**V. FEES AND EXPENSES; PAYMENT TERMS.**

**A. FEES AND EXPENSES.**

- i. A schedule of fees for the services described in Sections I, II, and III of this Contract is shown in **Exhibit A** to this Contract, which is attached hereto and incorporated herein. The District shall pay the Consultant for the services provided under the terms of this Contract in accordance with the schedule of fees in **Exhibit A**. For purposes of the Consultant's compensation for services provided pursuant to this Contract, the District shall compensate the Consultant only for those services provided under the terms of this Contract. Unless otherwise specified by this Contract, the Consultant will invoice the District for the Consultant's services as soon as may be practicable in advance of each month and in the amounts set forth in **Exhibit A**. The fees for those services which are not being requested at the time this Contract is approved will be provided to the District at such time as those services are required. Payment shall be made by the District within forty-five (45) days of receipt of a correctly submitted invoice.
- ii. Fees for the Standard On-Going Services in this Contract may be negotiated annually by the Parties. Any amendment to Standard On-Going Services fees must comply with the amendment procedure in this Contract and must be reflected in the adopted General Fund Budget of the District. The District's adoption of the General Fund Budget shall not constitute the District's consent for payment of any expenses.
- iii. In the event the District authorizes a change in the scope of services requested, Consultant shall submit, in writing to the District, a request for a fee amendment corresponding to the change in services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Contract. Such



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amendment must be validly executed by the Parties before Consultant is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.

- iv. For the purposes of this Contract, an out-of-pocket expense is an unexpected expense that the Consultant or one of its subcontractors, if applicable, incurs during the performance of the Standard On-Going Services, as provided in this Contract. Such out-of-pocket expenses are included in the fees shown in **Exhibit A**. Out-of-pocket expenses incurred in connection with the performance of Additional Services and Litigation Support Services will be subject to reimbursement at cost. These expenses include, but are not limited to, airfare, mileage, transportation/parking, lodging, postage, copies, and binding.
- v. Fees for services to be billed on an hourly basis will be billed at the Consultant's current hourly rates at the time of the execution of this Contract, as set forth in **Exhibit A**. The hourly rate for the services may be amended from time to time pursuant to the amendment procedure in this Contract and in advance of such proposed change. Consultant's current hourly rates are shown in **Exhibit A** to this Contract. Any proposed change shall indicate the new hourly fee for such services.

## **B. PAYMENT TERMS.**

- i. **Standard On-Going Services.** Standard-On Going Services will be billed monthly as a fixed fee pursuant to the schedule shown in **Exhibit A**.
- ii. **Additional Services.** Additional Services will be billed monthly on an hourly basis for the hours incurred at the Consultant's current hourly rate as shown in **Exhibit A**.
- iii. **Litigation Support Services.** Litigation Support Services will be billed monthly on an hourly basis for the hours incurred at the Consultant's current hourly rate as shown in **Exhibit A**.
- iv. **Out-of-Pocket expenses.** Out-of-Pocket expenses of the Consultant will be billed monthly as incurred.

All invoices will be due and payable forty-five (45) days from the date of invoice pursuant to the Prompt Payment Act, Chapter 218.70 Florida Statutes.



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- VI. SUSPENSION OF SERVICES FOR NON-PAYMENT.** The Consultant shall have the right to suspend services being provided as outlined in this Contract if the District fails to pay Consultant's invoices in a timely manner, which shall be construed as forty-five (45) days from date of the invoice or as otherwise provided by the Prompt Payment Act, Section 218.70 Florida Statutes. Consultant shall notify the District, in writing, at least ten (10) days prior to suspending services.
- VII. NON-CONTINGENCY.** The payment of fees and expenses, as outlined in this Contract, are not contingent upon any circumstance not specifically outlined in this Contract.
- VIII. AMENDMENT.** Amendments to, and waivers of, the provisions contained in this Contract may be made only by an instrument in writing that is executed by both the District and the Consultant.
- IX. RESPONSIBILITIES.**
- A. DISTRICT RESPONSIBILITIES.** The District shall provide for the timely services of its legal counsel, engineer, and any other consultants, contractors, or employees, as required, for the Consultant to perform the duties outlined in this Contract. Expenses incurred in providing this support shall be the sole responsibility of the District unless specified herein.
- B. LIMITATIONS OF RESPONSIBILITIES.** To the extent not referenced herein, Consultant shall not be responsible for the acts or omissions of any other contractor or any of its subcontractors, suppliers, or of any other individual or entity performing services as part of this Contract which are not under the control of the Consultant. Consultant shall not be liable for any damage that occurs from Acts of God, which are defined as those caused by windstorm, hail, fire, flood, hurricane, freezing, or other similar occurrences of nature.
- X. DISAGREEMENTS BETWEEN DISTRICT AND LANDSCAPE CONTRACTOR.** Consultant shall, as necessary, render a written opinion on all claims of District and the landscape contractor relating to the acceptability of the landscape contractor's work or the interpretation of the requirements of the landscape and irrigation contract documents pertaining to the progress of landscape contractor's work.
- XI. TERMINATION.** This Contract may be terminated as follows:
- A.** By the District for "good cause" immediately which shall include misfeasance, malfeasance, nonfeasance, or dereliction of duties by the Consultant. Termination for "good cause" shall be effected by written notice to Consultant at the address noted herein.



- B.** By the Consultant for “good cause”, immediately which shall include, but is not limited to, failure of the District to timely pay Consultant for services rendered in accordance with the terms set forth in this Contract, malfeasance, nonfeasance, or dereliction of duties by the District, or upon request or demand by the Board, or any member thereof, for Consultant to undertake any action or implement a policy of the Board which Consultant deems unethical, unlawful, or in contradiction of any applicable federal, state, or municipal law or rule. Termination for “good cause” shall be affected by written notice to District at the address noted herein.
- C.** By the Consultant or District, for any reason, upon provision of a minimum of thirty (30) days written notice of termination to the address noted herein.
- D.** Upon any termination, Consultant will be entitled to the total amount of compensation pursuant to the terms of this Contract, through the termination date, but subject to any off-sets that the District may have for services not performed. Consultant will make all reasonable effort to provide for an orderly transfer of the books and records of the District to the District or its designee.

**XII. GENERAL TERMS AND CONDITIONS.**

- A.** All invoices are due and payable within forty-five (45) days of invoice date, or as otherwise provided by the Florida Prompt Payment Act, Section 218.70. Florida Statutes. Invoices not paid within forty-five (45) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.
- B.** In the event either party is required to take any action to enforce this Contract, the prevailing party shall be entitled to attorney’s fees and costs, including fees and costs incurred in determining entitlement to and reasonableness of such fees and costs.
- C.** This Contract shall be interpreted in accordance with and shall be governed by the laws of the State of Florida. Venue for all proceedings shall be in Hillsborough County, Florida.
- D.** In the event that any provision of this Contract shall be determined to be unenforceable or invalid by a Court of Law, such unenforceability or invalidity shall not affect the remaining provisions of the Contract which shall remain in full force and effect.
- E.** The rights and obligations of the District as defined by this Contract shall inure to the benefit of and shall be binding upon the successors and assigns of the District. There shall be no assignment of this Contract by the



Consultant.

- F. The Consultant and its officers, supervisors, staff, and employees shall use due care to protect the property of the District, its residents, and landowners from damage. The Consultant agrees to take steps to repair any damage resulting from the Consultant's activities and work pursuant to the Contract within twenty-four hours (24) hours.
- G. Dissolution of court declared invalidity of the District shall not relieve the District of compensation due for services theretofore rendered.

### **XIII. INDEMNIFICATION.**

- A. **DISTRICT INDEMNIFICATION.** To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, Florida Statutes), and except and to the extent caused by the negligence or reckless and/or willful misconduct of the Consultant, the District agrees to indemnify, defend, and hold harmless the Consultant and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Consultant may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Consultant may be entitled and shall continue after the Consultant has ceased to be engaged under this Contract.
- B. **CONSULTANT INDEMNIFICATION.** The Consultant agrees to indemnify, defend, and hold harmless the District and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that the District may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent, reckless, and/or intentionally wrongful acts or omissions of the Consultant. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District may be entitled and shall continue after the Consultant has ceased to be engaged under this Contract.
- C. **Sovereign Immunity; INDEMNIFICATION OBLIGATIONS.** Nothing herein shall be construed to limit the District's sovereign immunity limitations of liability as provided in Section 768.28, Florida Statutes, or other applicable law. Indemnification obligations under this Contract shall include the



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payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

**XIV. INSURANCE.**

- A.** The District shall provide and maintain Public Official Liability and General Liability insurance policies, each in an amount not less than One Million Dollars (\$1,000,000.00) throughout the term of this Contract.
- B.** The Consultant shall provide and maintain the following levels of insurance coverage at all times throughout the term of this Contract:
  - i.** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - ii.** General Liability Insurance with the limit of One Million Dollars (\$1,000,000.00) per each occurrence.
  - iii.** Professional Liability Insurance with limit of no less than One Million Dollars (\$1,000,000.00) per each occurrence.
  - iv.** Employment Practices Liability Insurance with limit of Two Million Dollars (\$2,000,000.00) per each occurrence.
  - v.** Comprehensive Automobile Liability Insurance for all vehicles used by the Consultant's staff, whether owned or hired, with a combined single limit of One Million Dollars (\$1,000,000.00).
- C.** Except with respect to Professional Liability and Worker's Compensation insurance policies, the District and its officers, supervisors, staff, and employees will be listed as additional insureds on each insurance policy described above. None of the policies above may be canceled during the term of this Contract (or otherwise cause the District to not be named as an additional insured where applicable) without thirty (30) days written notice to the District. Consultant will furnish the District with a Certificate of Insurance evidencing compliance with this section upon request. Insurance should be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- D.** If the Consultant fails to secure or maintain the required insurance, the District has the right (without any obligation to do so, however) to secure such required insurance, in which event the Consultant shall pay the cost



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for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

- XV. ASSIGNMENT.** Except as provided in this section, neither the District nor the Consultant may assign this Contract or any monies to become due hereunder without the prior written approval of the other. Any assignment attempted to be made by the Consultant or the District without the prior written approval of the other party is void.
- XVI. COMPLIANCE WITH PUBLIC RECORDS LAWS.** Consultant understands and agrees that all documents of any kind provided to the District in connection with this Contract may be public records, and, accordingly, Consultant agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Consultant acknowledges that the designated public records custodian for the District is Rizzetta & Company, Inc. ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Consultant shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which 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 the contract term if the Consultant does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Contract, transfer to the District, at no cost, all public records in Consultant's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Consultant, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 514-0400, OR BY EMAIL AT [INFO@RIZZETTA.COM](mailto:INFO@RIZZETTA.COM), OR BY REGULAR MAIL AT 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614.**



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- XVII. NOTICES.** All notices, requests, consents and other communications under this Contract (“**Notices**”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

**If to the District:** Highland Meadows II  
Community Development District  
3434 Colwell Avenue, Ste. 200  
Tampa, FL 33614  
Attn: District Manager

**With a copy to:** Latham Luna LLP  
111 N. Magnolia Ave., Ste. 1400  
Orlando, Florida 32801  
Attn: Kristen Trucco, Esq.

**If to the Consultant:** Rizzetta & Company, Inc. 3434  
Colwell Avenue, Suite 200  
Tampa, FL 33614  
Attn: Lucianno Mastrionni

Except as otherwise provided in this Contract, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Contract would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States Government shall not be regarded as business days. Counsel for the District and counsel for the Consultant may deliver Notice on behalf of the District and the Consultant, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

- XVIII. EFFECTIVE DATE.** This Contract shall become effective **March 1, 2023**, upon execution by both the District and the Consultant and shall remain effective until terminated by either the District or the Consultant in accordance with the provisions of this Contract.
- XIX. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Contract are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Contract.



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- XX. AGREEMENT; CONFLICTS.** This instrument, together with accompanying **Exhibit A**, shall constitute the final and complete expression of this Contract between the District and the Consultant relating to the subject matter of this Contract. To the extent of any conflict between this instrument and **Exhibit A**, this instrument shall control.
- XXI. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either the District or the Consultant under this Contract shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Contract against any interfering third party. Nothing contained in this Contract shall limit or impair the District's right to protect its rights from interference by a third party to this Contract.
- XXII. THIRD PARTY BENEFICIARIES.** This Contract is solely for the benefit of the District and the Consultant and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Contract. Nothing in this Contract, express or implied, is intended or shall be construed to confer upon any person or corporation other than the District and the Consultant any right, remedy, or claim under or by reason of this Contract or any of the provisions or conditions of this Contract; and all of the provisions, representations, covenants, and conditions contained in this Contract shall inure to the sole benefit of and shall be binding upon the District and the Consultant and their respective representatives, successors, and assigns.
- XXIII. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Consultant shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, and ordinances. If the Consultant fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by a local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Contract or any action of the Consultant or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation of an alleged violation, the District may terminate this Contract, such termination to be effective immediately upon the giving of notice of termination.
- XXIV. ARM'S LENGTH TRANSACTION.** This Contract has been negotiated fully between the District and the Consultant as an arm's length transaction. The District and the Consultant participated fully in the preparation of this Contract with the assistance of their respective counsel. In the case of a dispute concerning the





**CONTRACT FOR PROFESSIONAL LANDSCAPE INSPECTION SERVICES  
HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

interpretation of any provision of this Contract, the Parties are deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**XXV. COUNTERPARTS.** This Contract may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

**XXVI. E-VERIFICATION.** Pursuant to Section 448.095(2), Florida Statutes: Consultant represents that Consultant is eligible to contract with the District and is currently in compliance and will remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021. If the District has a good faith belief that the Consultant has knowingly violated Section 448.09(1), Florida Statutes, the District may terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Consultant otherwise complied with its obligations thereunder, the District shall promptly notify the Consultant and the Consultant will immediately terminate its contract with the subcontractor. If this Agreement is terminated in accordance with this section, then the Consultant will be liable for any additional costs incurred by the District.

*[Remainder of Page intentionally blank]*



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**CONTRACT FOR PROFESSIONAL LANDSCAPE INSPECTION SERVICES  
HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

Therefore, the Consultant and the District each intend to enter this Contract, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_  
PRINTED NAME: William J. Rizzetta  
TITLE: President  
DATE: \_\_\_\_\_

**HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_  
TITLE: Chairman/Vice Chairman  
DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name



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**EXHIBIT A**  
Schedule of Fees

**Standard On-Going Services** will be billed in advance bi-monthly pursuant to the following schedule:

**BI-MONTHLY**  
\$860

**ADDITIONAL AND LITIGATION SUPPORT SERVICES:**

Additional and Litigation Support Services will be billed hourly pursuant to the current hourly rates shown below:

<b>Job Title:</b>	<b>Hourly Rate:</b>
Principal	\$300.00
Vice President	\$250.00
Chief Financial Officer	\$250.00
Director	\$250.00
Information Technology Manager	\$225.00
Regional District Manager	\$225.00
Financial Services Manager	\$225.00
Accounting Manager	\$200.00
Regional Licensed Community Association Manager	\$200.00
District Manager	\$175.00
Licensed Community Association Manager	\$175.00
Amenity Services Manager	\$175.00
Clubhouse Manager	\$175.00
Senior Helpdesk Support Engineer	\$175.00
Financial Analyst	\$150.00
Division Manager, Landscape Inspection Services	\$150.00
Senior Accountant	\$150.00
Landscape Specialist	\$125.00
Financial Associate	\$125.00
Community Association Coordinator	\$100.00
Staff Accountant	\$100.00
Information Technology	\$100.00
Accounting Clerk	\$85.00
Administrative Assistant	\$85.00



## **Tab 12**



Rizzetta & Company

# Highland Meadows II Community Development District

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## Proposal for Landscape and Irrigation Maintenance Specification Development

June 14, 2023

Presented by: Rizzetta & Company, Inc.

3434 Colwell Avenue, Suite 200  
Tampa, FL 33614

[rizzetta.com](http://rizzetta.com)

# ***Rizzetta & Co.*** ***Landscape Inspection Services***

## ***“COMMITTED TO PRESERVING AND ENHANCING THE COMMUNITY LANDSCAPE”***

One of the largest expenses in any planned community is landscape maintenance. Why not have a professional, experienced landscape manager ensuring it is thriving and beautifully framing the community as it was intended to?

Our Landscape Inspection Services team includes a Landscape Designer, a former commercial landscape maintenance company account manager, and two prior owners of multi-dimensional landscape service firms. Rizzetta & Co.'s Landscape Inspection Services team has a combined total of 100 + years serving Florida community landscapes!

Each of our Landscape Specialists is Best Management Practices certified in the state of Florida. Our team is committed to elevating the landscape maintenance in your community with detailed inspections, formal reporting, landscape planning, and effective vendor management strategies.

The first thing noticed in any community is its landscaping. It can convey a “Wow” factor to visitors, set a welcoming tone for the residents, and help to increase the home values within the community. Rizzetta & Co.'s Landscape Inspection Services team provides the expertise needed for a well-planned, well-maintained community landscape now and for the future.



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# How we do it

**Community Asset Management Plan:** Upon request and following fee agreement, perform a complete inventory of the community landscape assets and provide an inventory report to the board.

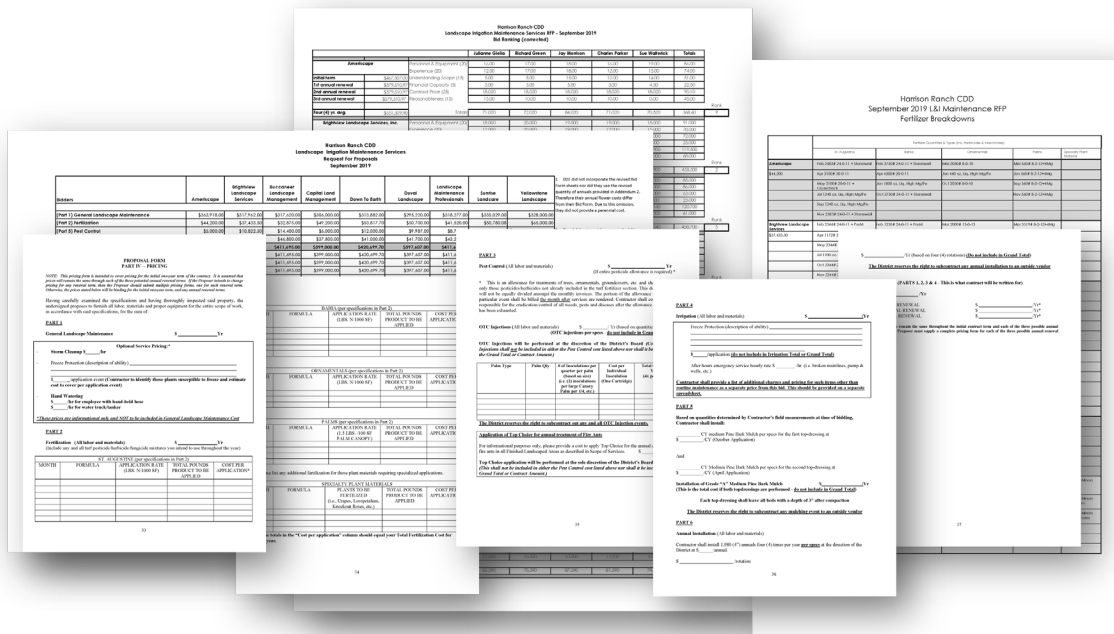
**Landscape Design:** Landscape designer on staff available for landscape consultation, enhancements, and design upon request and following fee agreement.

**Landscape and Irrigation Specification Development:** Upon request and following fee agreement, develop a request for proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. Conduct the bidding process, review, and prepare bid tabulation documents for the board. Assist the board with reviewing the bid tabulation and other pertinent information.

**Landscape Maintenance Inspections:** Perform grounds inspections, provide the board with an inspection report, notify maintenance contractor of deficiencies in service, and obtain proposals for landscape projects.

**Landscape Turnover Inspections:** Attend landscape turnover meeting and participate in the inspection on behalf of the District. Follow up report provided.

**Master Task Project Plan for Mature Communities:** Upon request and following fee agreement, develop a project plan specific to landscape replacement and enhancement for the common areas. Emphasis is on maturing landscape in the community and budgeting accordingly.



Rizzetta & Company

# Scope of Services

## **Rizzetta & Co. will perform the following scope of services:**

- Develop a formal Request for Proposals (RFP).

Rizzetta will develop a customized RFP document that will be provided to interested landscape maintenance contractors. The RFP will include specific contractor instructions regarding site visits, pricing instructions, proposal forms, preparation, and delivery. Also included will be the customized scope of work.

- Develop Landscape and Irrigation Maintenance Services and Specifications.

After meeting with appropriate on-site personnel, if any, to ensure all site-specific maintenance requirements are met, Rizzetta & Co. will tailor a detailed scope of work based on the Client's needs for the property including maintenance specifications for turf, shrubs, trees, perennials, and groundcovers. Additional specifications will be provided for proper fertilization and pest control based on Green Industries Best Management Practices (GIBMP), as well as inspection requirements for monthly irrigation wet checks.

- Conduct and Administer Pre-Bid meeting with Contractors.

Rizzetta & Co. will conduct a mandatory on-site Pre-Bid meeting to discuss the RFP Project manual, the property and any other pertinent site-specific issues as well as compile a list of those vendors in attendance.

- Review Proposals and Submit Tabulation Summaries.

After receipt of proposals, Rizzetta & Co. will prepare and provide tabulation summaries to the Client to assist in the evaluation.

- Assist the Client during a designated meeting in the evaluation of the vendors' proposals.

Rizzetta & Co., after providing Client with summaries of proposals and bid ranking sheets, will conduct the evaluation/scoring of the proposals during a designated board meeting.



Rizzetta & Company



## ***Our RFP Preparation Fees and Expenses***

- Contractor Package Fees and Expenses:

All production, printing, postage, shipping and blueprinting costs necessary to perform the services are included.

Site maintenance exhibit to be provided by the Client.  
Irrigation As-Builts (if available) to be provided by Client.

- All travel costs necessary to perform the services are included.

Total Fee for Landscape and Irrigation Maintenance Specification Development:  
\$3500. (fee to be billed upon completion)

### **Submitted**

By: \_\_\_\_\_

Lucianno Mastrionni, Vice President, Business Strategy and Development

Rizzetta & Co., Inc.

Date: \_\_\_\_\_

### **Accepted**

By: \_\_\_\_\_

Print: \_\_\_\_\_

For: Highland Meadows II Community Development District

Date: \_\_\_\_\_



Rizzetta & Company

## **TAB 13**

**From:** Cory Ussey <[coryussey@gmail.com](mailto:coryussey@gmail.com)>

**Date:** Monday, October 30, 2023 at 12:36 PM

**To:** Brian Mendes <[BMendes@rizzetta.com](mailto:BMendes@rizzetta.com)>

**Subject:** [EXTERNAL]Fence install

**NOTICE: This email originated from outside of the organization.**

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

Hi Brian , I was contacting you about a fence install. I wanted to connect my fence to the community fence behind my house at 1371 woodlark dr Haines city Highlandmeadows 3b. Hoa said I needed written approval because that was community property.

This electronic message transmission and any attachments contain information from Rizzetta & Company, Inc. which may be confidential or privileged. The information is solely intended for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this information is prohibited. If you have received this electronic transmission in error, please immediately notify us by return email or telephone at (888) 208-5008 and delete the original message. Under Florida law, certain written communications with the sender of this message may be subject to public records disclosure requirements. Please be aware of this possibility when including personal information in your communications. Unless specifically indicated, the contents of this electronic message and its related attachments (including forwarded messages) do not constitute a legal opinion on behalf of the sender and/or Rizzetta & Company, Inc. Recipients of this message, whether directly addressed or not, should not rely upon or otherwise construe this message as legal advice. The sender is not a licensed financial advisor or securities broker; any financial topics addressed herein are for informational purposes and do not constitute investing advice. Thank you.





Woodlark Dr



Hor

1381



1361

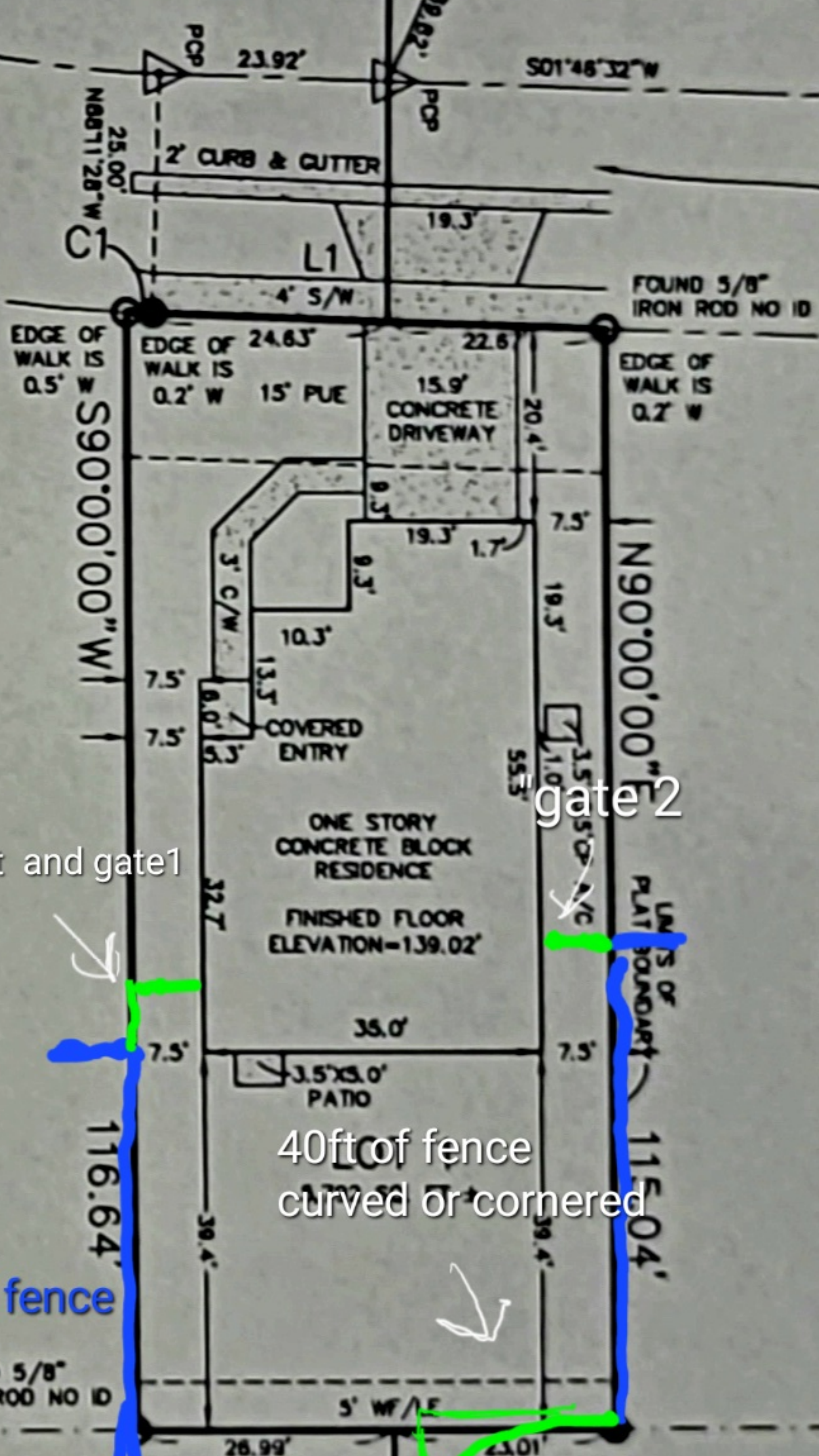
13.



# WOODLARK DRIVE

TRACT "J"

50' WIDE RIGHT OF WAY



LOT 2

11ft and gate1

gate 2

40ft of fence curved or cornered

existing fence

community fence

proposed fence

TRACT B

S00°00'00"E 50.00'

TRACT 19

TRACT D

COMMON AREA/OPEN SPACE  
DRAIN/RETENTION AND WALL/FENCE

**TAB 14**



# Quarterly Compliance Audit Report

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## Highland Meadows II

**Date:** October 2023 - 3rd Quarter

**Prepared for:** Scott Brizendine

**Developer:** Rizzetta

**Insurance agency:**



**Preparer:**

Jason Morgan - *Campus Suite Compliance*

*ADA Website Accessibility and Florida F.S. 189.069 Requirements*



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# Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

## Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



### ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



## Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

## Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.\* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

\* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



# ADA Website Accessibility

Result: **PASSED**

## Accessibility Grading Criteria

Passed	Description
Passed	<b>Website errors*</b> 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	<b>Keyboard navigation</b> The ability to navigate website without using a mouse
Passed	<b>Website accessibility policy</b> A published policy and a vehicle to submit issues and resolve issues
Passed	<b>Color contrast</b> Colors provide enough contrast between elements
Passed	<b>Video captioning</b> Closed-captioning and detailed descriptions
Passed	<b>PDF accessibility</b> Formatting PDFs including embedded images and non-text elements
Passed	<b>Site map</b> Alternate methods of navigating the website

\*Errors represent less than 5% of the page count are considered passing

\*\*Error reporting details are available in your Campus Suite Website Accessibility dashboard



# Florida F.S. 189.069 Requirements

Result: **PASSED**

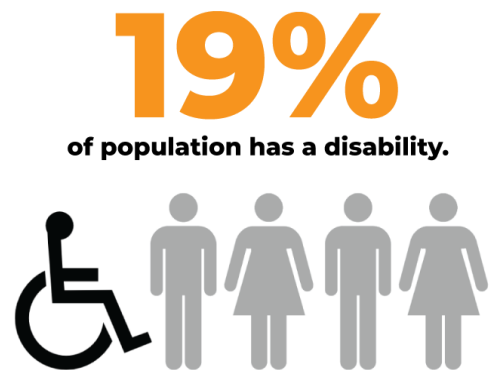
## Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
N/A	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

# Accessibility overview

## Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



Sight, hearing, physical, cognitive.

## The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



# ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



## Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

*Contract checker:* <http://webaim.org/resources/contrastchecker>



## Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



## Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

*Helpful article:* <http://webaim.org/techniques/alttext>



## Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

**Helpful article:** [www.nngroup.com/articles/keyboard-accessibility](http://www.nngroup.com/articles/keyboard-accessibility)

**Helpful article:** <http://webaim.org/techniques/skipnav>



## Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

**Helpful article:** <http://webaim.org/techniques/sitetools/>



## Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

**Helpful article:** <http://webaim.org/techniques/tables/data>





## **Making PDFs accessible**

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

*Helpful articles:* <http://webaim.org/techniques/acrobat/acrobat>



## **Making videos accessible**

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

*Helpful article:* <http://webaim.org/techniques/captions>



## **Making forms accessible**

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

*Helpful article:* <http://webaim.org/techniques/forms>



## **Alternate versions**

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



## **Feedback for users**

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



## **Other related requirements**

### ***No flashing***

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

### ***Timers***

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

### ***Fly-out menus***

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

### ***No pop-ups***

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

# Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web