Highland Meadows West
Community Development District

Meeting Agenda

November 17, 2026

AGENDA

Highland Meadows West
Community Development District

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

November 10, 2026

Board of Supervisors
Highland Meadows West
Community Development District

A meeting of the Board of Supervisors of the **Highland Meadows West Community Development District** will be held **Tuesday, November 17, 2026** at **11:00 AM** at the **Offices of Prime Community Management – 375 Avenue A Southeast, Winter Haven, FL 33880.**

Those wishing to attend the meeting remotely can do so using the information below:

Zoom Video Link: https://us06web.zoom.us/j/88233656477
Call-In Information: +13052241968 Meeting ID: 882 3365 6477

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the September 15, 2026 Board of Supervisors Meeting
4. Consideration of Proposals for Reserve Study
    a. Capital Reserve Advisors
    b. Reserve Advisors
5. Consideration of Agreement with PayGov.US for Electronic Payment Processing
6. Ratification of Agreement for Fence Repair with MyFenceCo
7. Staff Reports
    a. Attorney
    b. Engineer
    c. Field Manager's Report
        i. Ratification of Amended ASO with Prince & Sons – Fewer Right of Way Trees Replaced
        ii. Consideration of Proposals from Prince & Sons
            1. Proposal to Continue Fuel Surcharge for Fiscal Year 2027
            2. Proposals for Engineer's Report Items
        iii. Consideration of Proposal to Replace Swing Set Chains, Hardware and Seats at Two (2) Playgrounds
    d. District Manager's Report
        i. Approval of Check Register
        ii. Balance Sheet and Income Statement
        iii. Playground Update
8. Other Business
9. Supervisors Requests
10. Adjournment

MINUTES

MINUTES OF MEETING
HIGHLAND MEADOWS WEST
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Highland Meadows West Community Development District was held on Tuesday, **September 15, 2026,** at 10:00 a.m. at the Holiday Inn Winter Haven, 200 Cypress Gardens Blvd, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Lindsey Roden	Vice Chairperson
Jessica Spencer	Assistant Secretary
Kristin Cassidy	Assistant Secretary

Also, present were:

Katie O'Rourke	District Manager, GMS
Savannah Hancock	District Counsel, KVW Law
Chace Arrington	District Engineer, Dewberry
Matt Fisher	Field Manager, GMS

The following is a summary of the discussions and actions taken at the September 15, 2026, Highland Meadows West Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Ms. O'Rourke called the meeting to order. Four Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

Ms. O'Rourke opened the meeting for public comments. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS **Approval of Minutes of the July 21, 2026 Board of Supervisors Meeting**

Ms. O'Rourke presented the minutes of the July 21, 2026, Board of Supervisors meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

> On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Minutes of the July 21, 20206 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2026-09 Declaring Seats 4 & 5 Vacant**

Ms. O'Rourke explained that Resolution 2026-09 was required to declare Board Seats 4 and 5 vacant because no community members qualified to run for them in the November 3 general election. The vacancies would take effect on November 17, and the resolution was approved.

The Board discussed whether current supervisors should switch seats. Ms. O'Rourke noted that the vacant seats could be filled by residents, while a current chair could move to a seat with a term lasting through 2028. Ms. Hancock cautioned that moving members between seats could temporarily cause the Board to lose its quorum if resignations were not properly coordinated. The Board ultimately decided to leave the current seat assignments unchanged.

> On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-09 Declaring Seats 4 & 5 Vacant, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Arbitrage Report for Series 2019**

Ms. O'Rourke presented the independent arbitrage report for the Series 2019 bonds. The report showed a negative amount, confirming that the District did not earn more interest than it paid on the bonds, as required by the Internal Revenue Code and trust indenture.

> On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Accepting the Arbitrage Report for Series 2019, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Proposals for Holiday Décor**

A. Festive Glow
B. TPG Lighting

Ms. O'Rourke reviewed three-year holiday décor proposals from Festive Glow at $6,500 per year and TPG Lighting at approximately $6,430.86 per year. Board members preferred TPG's renderings and noted prior positive experience with the company. Although the proposals were three-year agreements, they included a 30-day cancellation option, allowing the Board to change providers if dissatisfied.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the TPG Lighting Proposal for Holiday Décor, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Proposal for Parking Lot Striping**

Ms. O'Rourke reviewed a $5,795 proposal to restripe the faded parking area in front of the kiosk. The expense could be charged to the general maintenance budget, which had sufficient funds remaining.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Proposal for Parking Lot Striping, was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Fiscal Year 2026 Audit Engagement Letter with DMHB – ADDED**

Ms. O'Rourke reviewed an audit engagement letter on page 75 from DiBartolomeo, McBee, Hartley & Barnes for $3,150, which matched the amount budgeted for the upcoming year.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, the Fiscal Year 2026 Audit Engagement Letter with DMHB, was ratified.

NINTH ORDER OF BUSINESS **Right of Way Tree Discussion**

Ms. O'Rourke reviewed the right-of-way tree replacement list after the HOA contacted residents. Five residents had already replaced their trees, and six planned to do so. Staff will update the master list and remove completed or resident-funded replacements. The Board agreed to

proceed under the previously approved not-to-exceed amount for replacing the remaining trees, with the final tree count and authorization documents to be updated before work begins.

TENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Hancock reminded supervisors to complete ethics training by year-end.

B. Engineer

i. Consideration of Fiscal Year 2027 Engineering Work Authorization

Mr. Duncan presented a proposal for Work Authorization for the upcoming year. The authorization was included on page 87 of the agenda package.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Fiscal Year 2027 Engineering Work Authorization, was approved.

C. Field Manager's Report

Mr. Fisher reported that staff toured the community and addressed several maintenance items, including removing graffiti, pressure-washing algae-stained sections of the retaining wall near San Maro and Lassen Street, and replacing two broken components on the monuments. Replacement playground parts related to the fire were expected to arrive at the Tampa office around October 26, after which installation would be expedited. He addressed loose fall-prevention fencing on the retaining wall.

i. Consideration of Prince Proposals

1. Mulch Touch Up at Monuments

Mr. Fisher presented a proposal submitted by Prince & Sons, covered landscaping improvements at all six community monuments. The work included adding mulch where the existing coverage had become sparse and replacing dead plant material to improve the appearance of the monument areas. The total cost was $1,562.50 for all six locations. Ms. O'Rourke confirmed that approximately $4,000 remained in the landscape replacement budget, which was sufficient to fund this proposal along with the separate playground mulch work.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Mulch Touch Up at Monuments, was approved.

2. Playground Mulch

Mr. Fisher presented a proposal for the playground near Lassen Street and San Maro, identified during the discussion as the playground that was not damaged by the fire. The proposed work included refreshing the mulch around the trees shown in the field manager's photographs and adding several bags of rubber mulch within the playground footprint where coverage was low. The quoted cost was $604. This expense could also be covered by the remaining landscape replacement funds.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Playground Mulch, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. O'Rourke presented the check register and invoice summary on page 90 for July 14th through September 7th totaling $51,488.24.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. O'Rourke presented the unaudited financial statements. No action is required by the Board.

ELEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisors Requests

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

_____ _____

Secretary/Assistant Secretary Chairman/Vice Chairman

SECTION 4

SECTION A

Capital Reserve Advisors

14502 N Dale Mabry Hwy. Suite 200. Tampa, FL 33618
pierre@capitalreserveadvisors.com
www.capitalreserveadvisors.com
(813)444-8022

Katie O'Rourke
Highland Meadows West CDD
C/O Governmental Management Services
Central Florida, LLC
219 E. Livingston St.
Orlando. FL 32801

September 28, 2026

Proposal for Reserve Study with On-Site Analysis

As you requested, we are submitting this proposal for reserve study services for **Highland Meadows West CDD.** The site analysiswill be scheduled as soon as we receive the signed agreement (attached) to proceed. Our report is issued as a Reserve Management Plan engagement and is intended to match your budget year and will be a 30-year projection for the 30-year period beginning **October 1, 2026**.

Since maintenance expenditures are often the most significant costs of an association, properly preparing a Reserve Study is one of the most important responsibilities for common interest organizations. An accurate and detailed analysis will minimize reserve assessments and reduce the risk of insufficient funds, while still maintaining the common areas. Some consider the reserve study simply as a budget tool. Others want a dynamic long-term replacement management tool. Either way, we can help.

Capital Reserve Advisors:

- **Local**: Located in Tampa, FL for your convenience and unrivaled customer service.
- **Experts**: Lynn Sallee, RS, CMM, PRA, and CPSI designations with 48 years of construction experience and 11 years of Reserve Study deliveries.
- Pierre del Rosario has provided financial services to condominium and homeowners associations clients since 2000.
- **Vetted**: Capital Reserve Advisors uses software specifically designed to prepare reserve studies that has been fully tested by a team of independent financial experts for calculation accuracy and certified to meet the strict ICBI software standards and is used by more than 3,000 satisfied clients worldwide.
- **Easy**: Reserve Study Reports that are usually less than 30 pages makes it easy for boards of directors and management professionals to read, digest and distribute. Our report provides actionable management information that is detailed enough to understand, but not so detailed that it overwhelms the reader. This report is supplemented by separately issued detail financial schedules to provide a complete reserve activity management system.
- **Affordable**: We believe in using the latest technology to our advantage. Because we have continued to evolve our business practices by staying ahead of the curve with our software, we are able to pass on the savings to our clients.
- **Full Service**: Each of our on-site analyses includes everything you have come to expect from reserve study providers. Full component detail lists with site or element photos, current and future replacement cost estimates, and anecdotal evidence and/or commentary where necessary.
- **Full Service +**: At no extra charge, we also prepare the report with the understanding that every association is unique. Our reports are prepared for the association but also, ***by the association.*** This includes open communication, *unlimited revisions, and *client-use software.

Fee Quotation

The fee for preparing the reserve study with on-site analysis for the fiscal period starting **October 1, 2026** is **$ 3,250**.

If you would like us to proceed with your reserve study, please indicate your acceptance by signing the attached Reserve Study Services Agreement and returning it to us. The terms of this proposal will remain in effect for sixty days from the date of this proposal.

Pierre del Rosario, President

Attachment

*See attached agreement for terms of service
See attached brochure for complete information about our company

Capital Reserve Advisors

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September 28, 2026

Reserve Study Services Agreement
Reserve Study with On-Site Analysis

This Agreement is made between Capital Reserve Advisors ("CRA") and **Highland Meadows West CDD**, (the "Association"). The Association has engaged Capital Reserve Advisors to perform and prepare an analysis and projection of the Association's replacement funding program ("Reserve Study") pursuant to the terms and conditions as set forth herein.

IT IS AGREED:

1. **Analysis Date and Period:** The Reserve Study will be a projection for the 30-year period commencing **October 1, 2026**.

2. **Date of Delivery of Requested Information:** A draft report will be available for review by the Association within two weeks from the date of CRA's receipt of the applicable documents, information, and materials requested, and completion of the site analysis by CRA . The Reserve Study will assume the most probable course of events in consideration of information supplied by the Association, CRA 's research, and industry standards and guidelines. However, the Association acknowledges that actual replacement costs may vary from those set forth in the Reserve Study and such variations may be material. Accordingly, CRA does not, and shall not, guarantee that actual replacement costs and/or remaining lives will approximate those contained in the Reserve Study.

   CRA hereby requests the information and documents described on Schedule A attached to this Agreement.

   The Association covenants and agrees to provide CRA with all the information and documents set forth on Schedule A, and to cooperate with all reasonable requests of CRA in connection with this Agreement. Without limiting the foregoing, the Association shall ensure that its personnel are reasonably available to consult with CRA regarding replacement funding expenditures and the condition of the physical components of the common areas and shall allow CRA reasonable access to conduct periodic physical inspections of the Association's facilities and common areas.

3. **Date of Delivery of Final Report:** The final report will be issued within seven working days of receiving approval from the Association for issuance of such report. The Reserve Study shall be dated as of the date of delivery to the Association (the "Report Date"). If the Association does not inform CRA of any changes within 30 days of delivery of the draft report, then the draft report is considered to be approved as is, and CRA will issue the final report.

4. **Report Format:** The format of the Reserve Study will be similar to the sample report available on our web site at http://www.capitalreserveadvisors.com. The purpose of the Reserve Study is to assist the Association in properly managing replacement funds and common area property, so that future funds will be sufficient when expenditures are necessary and common area property can be maintained efficiently for the life of the project. The Reserve Study is intended only for the Association's internal use, and only for the purposes, and subject to the limitations described in this Agreement.

5. **Reserve Study Update:** CRA has no responsibility to update the final Reserve Study for events and circumstances occurring after the Report Date. CRA recommends that interim updates be performed at least annually and at more frequent intervals if there are material fluctuations in the rates of inflation and investment or when material changes in costs or in estimated lives of replacement fund items occur.

6. **Reserve Study Fee & Terms:** CRA 's fee for preparing the Reserve Study, with site analysis, for the period beginning **October 1, 2026** is **$ 3,250**. 50% of this fee will be billed upon authorization to proceed and is due and payable at that time. The remaining 50% will be billed upon delivery of the draft report and is due and payable within 30 days. If a draft report is not issued at the request of the Association, the remaining 50% is due and payable within 30 days of importing data into Facilities 7 software and providing access to the Association.

7. **No Warranties:** The Association acknowledges and agrees that neither CRA , nor any officer, director, owner, employee, agent or affiliate of CRA , has made any representations, warranties, guarantees, or promises of any kind regarding CRA 's services or deliverables except as expressly provided in this Agreement. CRA disclaims all warranties, including without limitation any warranty as to fitness of the Reserve Study for a particular purpose, whether express, implied or arising by operation of law. CRA shall not be liable to the Association for any incidental, consequential, or special damages whatsoever, including without limitation any lost revenues or lost profits, arising from or related to this Agreement and the services provided hereunder.

8. **Miscellaneous:**

(a) Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties with respect to its subject matter, and supersedes all prior agreements, whether written or oral, pertaining to such subject matter.

(b) Governing Law. Disputes arising under this agreement (including the scope, nature and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third-party, acceptable to both parties, shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any non-prevailing party found not to have participated in the mediation process in good faith. This Agreement is governed by, and shall be construed in accordance with, the laws of the State of Florida. Venue for all legal or equitable actions relating to or arising from this Agreement shall be Hillsborough County, Florida.

(c) Force Majeure. Notwithstanding anything to the contrary provided in this Agreement, CRA shall not be liable for any delay or failure to perform any ofits obligations under this Agreement if such delay or failure is caused by an act of god, government requirements, fire, or any other cause or circumstance beyond its reasonable control. CRA shall use reasonable efforts to avoid, remove, or cure all such circumstances as soon as is reasonably feasible.

(d) Third Party Actions. If there are any member or third party actions involving the Association which cause CRA to incur time charges or expenses other than for the initial preparation of the reserve study report, CRA is to be reimbursed by the Association for any costs or time charges incurred in connection therewith.

9. **Limitations of Reserve Study** Association understands and agrees that:

(a) The Reserve Study is intended for the sole use of the Association and is not to be construed as a guarantee, warranty or an opinion on the advisability of purchase.

(b) The information provided by the Reserve Study is effective for one year from the completion date of the report. An annual review and update of this Reserve Study is required to adjust known cost changes and to maintain accuracy.

(c) CRA 's financial liability for errors and omissions is limited to the fees charged to Association to perform the Reserve Study.

(d) The scope of the Reserve Study is expressly limited to the components included.

(e) The remaining useful life estimates of the Reserve Study assumes normal weather conditions and does not factor in damage by flood, wind, storm, earthquake or other insurable events. The useful life estimates assume proper construction, installation, design plus adequate preventive maintenance. Improper construction, installation, design or failure to maintain will lead to shortened useful lives.

(f) The cost estimates of the Reserve Study are based in current pricing for similar installations and materials and/or based in actual costs paid by Association. Future costs are subject to change according to supply and demand, material costs, effects of inflation and other forces which are not under CRA 's control.

(g) The conclusions of the Reserve Study do not involve forensic or destructive testing of the components and were arrived at by either visual inspection and/or information provided by Association.

(h) The Reserve Study is not intended to address or discover construction defects, asbestos, mold, water intrusion or lead paint. Association agrees to indemnify, defend and hold CRA harmless from all related claims.

(i) Association warrants that the components, equipment and materials are constructed or assembled by qualified and licensed contractors according to manufacturer specifications and that the finished construction complies with all applicable building codes at the time of construction.

Approval of Agreement

Highland Meadows West CDD:

By:_____

Date: _____

For Capital Reserve Advisors :

By: 

Pierre del Rosario, President

September 28, 2026

Highland Meadows West CDD- Schedule A Documents,

Information, and Materials Requested

The table below provides a fairly comprehensive list of the documents and information we require in order to perform a comprehensive analysis for you and helps to improve the accuracy of the report. Our normal work process is:

- Phone call or email notification to schedule date for on-site analysis
- Summarize and evaluate data in my office, and research and estimate pricing of reserve activities
- Prepare a draft of the report and information for your edits and our discussion
- Conference call (if necessary) to discuss the data and report. This is your board's report and I want to walk you through it and make necessary adjustments so that you have the best information and a workable plan going forward.
- Edits based on our conference call and second draft (or final) report issued

#	Documents requested	Reason needed	Required	Done
1	A copy of the most recent prior reserve study, if available	This helps ensure that we will identify all components and may provide measurement information. It is also a good check for us on costing information.	**No**	
2	A copy of the most current financial statements of the Association that shows the current total of reserve funds, and the current budgeted amount to be transferred monthly to reserves	Necessary for us to know how much you are presently contributing to reserves, and to anticipate the following year's reserve contribution.	**Yes**	
3	A copy of the Association's budget for the most recent year	This is required UNLESS it is shown on the financial statements listed above (# 2)		
4	A copy of the Association's governing documents (CC&R's, etc.)	Only necessary if it discusses maintenance responsibility of Association		
5	Copies of prior paid invoices for repair and/or replacement of common area components	Very helpful information to help us make sure that cost data we reflect in the study represents actual, rather than estimated costs.		
6	Copies of bids solicited for repair and/or replacement of common area components, whether awarded or not	Very helpful information to help us make sure that cost data we reflect in the study represents actual, rather than estimated costs.		
7	A copy of your reserve policies	Required if you have specific reserve policies. If not, we will be happy to help you establish policies for your Association.		
8	A list of addresses and phone numbers for pertinent service contractors (landscape, pool, elevator, roof, paint, deck, etc.)	Very helpful information to help us make sure that we have accurate cost data and an understating of your maintenance plan.		
9	A copy of the plot map of the project or community showing phasing details and building shapes or styles	This is necessary for us to identify all components.	**Yes**	
10	Temporary use of keys, access devices or gate codes to enter upon the common areas, pool or recreation areas and equipment or storage areas	Necessary for us to gain access to restricted areas.	**Yes**	

Additional information may be requested once we have started our work.

SECTION B

Property Wellness
Reserve Study Program Proposal
Level I Reserve Study

Kejsi Shuaipi, Account Manager
(954) 620-0908
kejsi.shuaipi@reserveadvisors.com

Highland Meadows West Community Development District

Haines City, FL



Reserve Advisors

Your Property Wellness Consultants



Our Property Wellness Reserve Study Program

Your home is the most expensive personal property you will ever own. The responsibility for preserving its value reaches beyond your home to include the spaces you share with your neighbors. Structures, systems, streets and amenities must be maintained to protect the value of your investment. But the required responsibility often stretches beyond individual knowledge and expertise. That's why associations turn to Reserve Advisors. As your property wellness consultants, our reserve study helps associations understand their assets, expected lifespans, and both the budgets and maintenance needed to keep them in great working order.



A Proactive Property Wellness Program

Our engineers provide a thorough evaluation of your property and shared assets, and create a strong, informed plan to maximize your community's physical and financial wellness for the long haul. Because proactive care ensures that your shared property is cared for the way you would care for your home. We have been helping communities thrive for over 30 years. But the job we are obsessed with is making sure you and your neighbors have what you need to protect your property today and prevent costly and avoidable repairs tomorrow. It is the best way to care for the place that makes you feel welcome, safe, secure and proud.



Helping Communities Thrive for Over 30 Years

With a team of 60+ engineers whose engineering backgrounds include civil, structural, mechanical, and more, we have over 350 years of combined experience conducting reserve studies for common interest realty associations nationwide. Our service area is one of the largest in the industry, and we pride ourselves on delivering unbiased recommendations that give communities the plans they need to ensure the future well-being of the property.

37,000+
RESERVE STUDIES CONDUCTED

19,000+
ASSOCIATIONS SERVED

3,950,000+
RESIDENTS SERVED

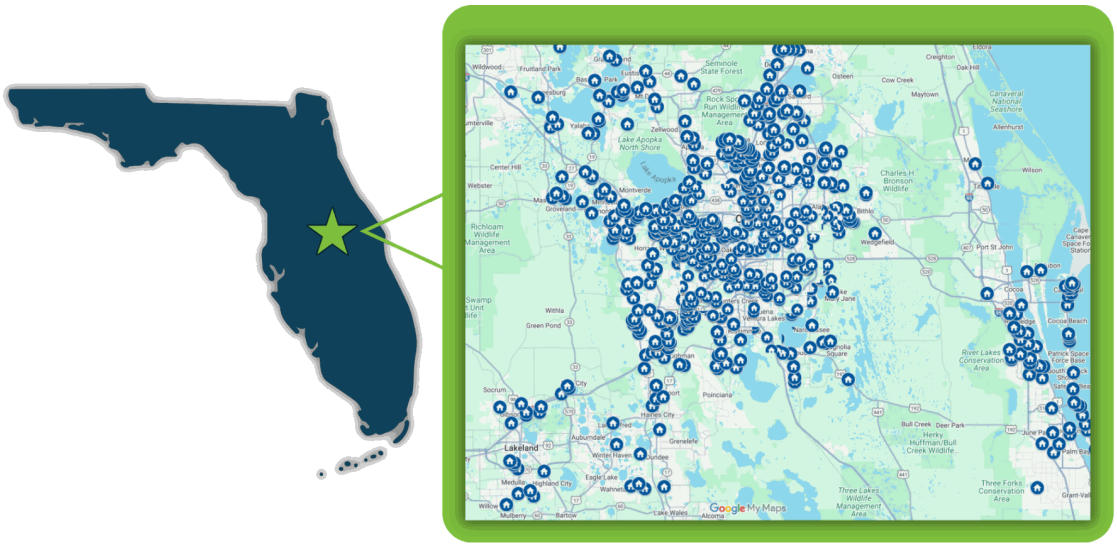
Industry Leadership

We were instrumental in pioneering the Community Association Institute's (CAI) Reserve Study Standards, and were influential in revising these standards in 2023 through our participation in an industry task force. This diverse group included reserve specialists, professional managers, community board members, attorneys, and accountants. Additionally, we continue to shape best practices in the field through active involvement with the Foundation for Community Association Research (FCAR), including chairing the Reserve Study Best Practices Report.

As a national member of CAI, we are actively involved in over 30 chapters nationwide, regularly supporting the organization's members through structured education, speaking engagements, and publications for managers and board members. Our leadership team members, Michelle Baldry and Matt Kuisle, are board members of FCAR and CAI, respectively. In addition to complying with legislative requirements specific to reserve studies, we are compliant with and/or accredited by:

- Association of Professional Reserve Analysts (APRA)
- Community Associations Institute (CAI)
- American Institute of Certified Public Accountants (AICPA)

Your Trusted Neighborhood Partner



Hear What Our Clients Say



"I had the pleasure of working with KC and JJ on updating a reserve study for an HOA I manage, and the experience was excellent from start to finish. Their communication was professional, knowledgeable, and consistently prompt throughout the process. They stayed on schedule, kept everything on track, and even delivered the updated study ahead of deadline. I highly recommend their services to anyone looking for reliable and efficient professionals."

Lissette Negron, Community Association Manager
Highlands Reserve Homeowners Association, Inc.
Davenport, Florida



"Having worked with Roy from Reserve Advisors for many years, I've always been able to rely on his expertise, professionalism, and consistency in delivering accurate reserve study reports. His attention to detail and deep understanding of association needs give our board's confidence in the recommendations provided. Roy has also always been available to help break down report findings and explain key details to board members when needed, making complex financial planning discussions much easier to navigate. His knowledge and responsiveness have made Reserve Advisors a trusted resource for our communities."

Sandy Etheredge, Director of Licensed Community Association Management
Empire Management Group
Kissimmee, Florida

Level I Full Reserve Study

RESERVE™ ADVISORS
Long-term thinking. Everyday commitment.

	LEVEL I	LEVEL II	LEVEL III
	FULL RESERVE STUDY	RESERVE STUDY UPDATE WITH SITE-VISIT	RESERVE STUDY WITHOUT SITE-VISIT
		RESERVE STUDY PROCESS	
ONSITE VISUAL INSPECTION	✓	✓	
PRE-INSPECTION MEETING	✓	✓	
COMPONENT INVENTORY PLUS COMPONENT QUANTITIES & MEASUREMENTS	Established	Re-Assessed/Evaluated	Reflects prior study
CONDITION ASSESSMENTS	Based on visual observation	Based on visual observation	As reported by association
USEFUL LIFE ESTIMATES	Based on engineer's condition assessment	Based on engineer's condition assessment	Based on client's reported condition
VALUATION/COST ESTIMATES VIA PROPRIETARY BID DATABASE	Established for each reserve component	Re-evaluated for each reserve component	Re-evaluated for each reserve component
		KEY DELIVERABLES	
MEETS AND EXCEEDS CAI'S NATIONAL RESERVE STUDY STANDARDS	✓	✓	✓
PRIORITIZED LIST OF CAPITAL EXPENDITURES	✓	✓	✓
CUSTOMIZED RECOMMENDED FUNDING PLAN(S)	✓	✓	✓
RECOMMENDED PREVENTATIVE MAINTENANCE ACTIVITIES	✓	✓	
INCLUSION OF LONG-LIVED ASSETS	✓	✓	✓
ELECTRONIC REPORT	Comprehensive report with component detail	Comprehensive report with component detail	Executive summary overview
EXCEL SPREADSHEETS	✓	✓	✓
SUPPORT WITH IMPLEMENTATION OF REPORT	✓	✓	✓
COMPLIMENTARY REPORT REVISION	✓	✓	
UNCONDITIONAL POST-STUDY SUPPORT AT NO ADDITIONAL COST INCLUDING REPORT PRESENTATION	✓	✓	✓
	★ RECOMMENDED SERVICE LEVEL		

We are proposing a Level I Full Reserve Study. This service involves developing a component list and quantification of each item - a crucial aspect often overlooked by unqualified providers. This service is suitable for communities that have never undergone a reserve study, as well as those contemplating a change in reserve study providers. Conducting a Level I Reserve Study allows us to not only verify the accuracy of the component inventory and related quantities/measurements with certainty - the foundation of any reserve study - but to also present capital planning recommendations with unwavering confidence.

Property Wellness Reserve Study Program

Reserve Advisors will perform a Level I Reserve Study in accordance with Community Associations Institute (CAI) National Reserve Study Standards. Your reserve study is comprised of the following:

Physical Analysis: The reserve study consultant will develop a detailed list of reserve components, also known as a component inventory, and related quantities for each. We will complete a condition assessment or physical evaluation for each reserve component and the current condition of each will be documented with photographs. Life and cost estimates will be performed to determine estimated useful lives, remaining useful lives and current cost of repair or replacement.

Financial Analysis: The reserve study consultant will identify the current reserve fund status in terms of cash value and prepare a customized funding plan. The funding plan outlines recommended annual reserve contributions to offset the future cost of capital projects over the next 30 years.

Property Description

Highland Meadows West Community Development District comprises 266 homes. We've identified and will include the following reserve components:

Streets and Curbs, Access Drives, Parking Areas, and/or Driveways, Fences, Irrigation System, Monuments, Landscaping, Mailboxes, Signage, Perimeter Walls/Fences, Retaining Walls, Sidewalks, Walking Paths, Pond(s), Playground(s), Dry Ponds, Dog Park, and other property specifically identified that you'd like us to include.

Scope of work includes all property owned-in-common as defined in your association's declaration and other property specifically identified that you'd like us to include.

Key Elements of Your Property Wellness Reserve Study Program

Reserve Advisors' Exclusive Tools

Reserve Advisors' exclusive tools allow you to make informed decisions to maintain your association's long-term physical and financial health.



Reserve Expenditures

View your community's entire schedule of prioritized expenditures for the next 30 years on one easy-to-read spreadsheet.

View Example



Funding Plan

Establishes the most stable and equitable recommended annual reserve contributions necessary to meet your future project needs.

View Example



Reserve Funding Graph

Highlights your community's current financial health and provides visibility to your projected cash flow over the next 30 years.

View Example



Component Specific Details

Including photographic documentation of conditions, project specific best practices outlining the scope of future projects, and preventative maintenance activities to maximize component useful lives.

View Example



Excel Spreadsheets

Empowering you to make more informed decisions by adjusting project schedules, future costs, and annual contributions in real time.

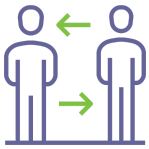
For Confidence in All Decisions



Personalized Experience Guarantee

As your trusted advisor, we are committed to providing clarity on the true cost of property ownership through a comprehensive capital planning solution and unmatched advisory services. If the experience we provide fails to live up to your expectations, contact us at any time for a refund.

Your property is your biggest investment. **Here's why we're the right partner to protect it.**



Full Engagement

It's our job to understand your specific concerns and to discuss your priorities in order to ensure your experience exceeds expectations.



Detailed Understanding

We will do whatever it takes to ensure you have complete confidence in interpreting and putting into practice our findings and recommendations.



Ongoing Support

Unlike other firms, we provide current and future boards with additional insight, availability to answer questions and guidance well beyond report delivery.

> RA is comprised of a highly professional team with the depth of knowledge, access to extensive research resources, and sensitive interpersonal skills needed to collaborate with our community group comprised of board members and ad-hoc committee members to produce a detailed and relevant reserve study vital to keeping our community in a strong fiscal position as we plan for the future. Our engineer did an excellent job preparing the community for the site visit, listening to and incorporating information shared by our stakeholders, and leading them through a virtual meeting review of the completed study, answering questions and noting tweaks needed to finalize the reserve study for the community.
>
> **Ellen C. | Treasurer**

The Time to Protect Your Property's Long-Term Health is Now

To Start Your Property Wellness Reserve Study Program Today:

1. Select the service options below to confirm scope of engagement

Service	**Price**
Reserve Study (Level I)	$4,350.00
Your Reserve Study Includes: • **Pre-project Collaboration:** Meeting with management and the board on community priorities and goals. • **Unlimited Virtual Support:** Free Study Presentation after report delivery. Available for the lifetime of your community. • **Excel Financial Management Tool:** Fully editable spreadsheet to run scenarios & track actual expenditures. • **Preventative Maintenance Guidance:** Clear maintenance schedules and practical steps you can implement right away. • **Revision Period:** One complimentary update within 6 months of report delivery (or 1 month if Level III). • **Dedicated Expertise:** Your community is supported by a full-time Reserve Advisors engineer, backed by our quality assurance team to ensure accuracy and peace of mind.	
Scheduling Flexibility Discount Option	
☐ ~15% Discount for project kickoff in Q1 of 2027 Contingent upon contract being approved by 10/31/2026. The kickoff and inspection must be scheduled in Q1 of 2027 for this discount to be applied.	-$650.00
We provide ongoing, tailored support - at no additional cost. We'll meet with you to walk through your study, explain key recommendations, and answer any questions, ensuring you have the knowledge and confidence to make informed decisions for your community's long-term success.	

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2. Sign below

Signature: _____ Title: _____

Name: _____ Date: _____

For: Highland Meadows West Community Development District Ref: 263926

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3. Pay 50% retainer. An invoice will be emailed to you upon project authorization.

Mailing Address
Reserve Advisors, LLC
PO Box 88955
Milwaukee, WI 53288-8926

ACH
Send Remittances to 'accounting@reserveadvisors.com' at time of payment
Checking Account Number: 151391168
Routing Number: 075905787
Financial Institution: First Business Bank
17335 Golf Parkway, Suite 150 | Brookfield, WI 53045

You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal, dated 10/1/2026, is valid for 90 days, and may be executed and delivered by facsimile, portable document format (.pdf) or other electronic signature pages, and in any number of counterparts, which taken together shall be deemed one and the same instrument. One complimentary hard copy report is available upon request.

Professional Service Conditions

Our Services - Reserve Advisors, LLC (“RA” or “us” or “we”) performs its services as an independent contractor in accordance with our professional practice standards and its compensation is not contingent upon our conclusions. The purpose of our reserve study is to provide a budget planning tool that identifies the current status of the reserve fund, and an opinion recommending an annual funding plan, to create reserves for anticipated future replacement expenditures of the subject property. The purpose of our energy benchmarking services is to track, collect and summarize the subject property’s energy consumption over time for your use in comparison with other buildings of similar size and establishing a performance baseline for your planning of long-term energy efficiency goals.

Our inspection and analysis of the subject property is limited to visual observations, is noninvasive and is not meant to nor does it include investigation into statutory, regulatory or code compliance. RA inspects sloped roofs from the ground and inspects flat roofs where safe access (stairs or ladder permanently attached to the structure) is available. Our energy benchmarking services with respect to the subject property is limited to collecting energy and utility data and summarizing such data in the form of an Energy Star Portfolio Manager Report or any other similar report, and hereby expressly excludes any recommendations with respect to the results of such energy benchmarking services or the accuracy of the energy information obtained from utility companies and other third-party sources with respect to the subject property. The reserve report and any energy benchmarking report (i.e., any Energy Star Portfolio Manager Report) (including any subsequent revisions thereto pursuant to the terms hereof, collectively, the “Report”) are based upon a “snapshot in time” at the moment of inspection. RA may note visible physical defects in the Report. The inspection is made by employees generally familiar with real estate and building construction. Except to the extent readily apparent to RA, RA cannot and shall not opine on the structural integrity of or other physical defects in the property under any circumstances. Without limitation to the foregoing, RA cannot and shall not opine on, nor is RA responsible for, the property’s conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.

RA is not responsible for conditions that have changed between the time of inspection and the issuance of the Report. RA does not provide invasive testing on any mechanical systems that provide energy to the property, nor can RA opine on any system components that are not easily accessible during the inspection. RA does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, such as asbestos, urea-formaldehyde foam insulation, other chemicals, toxic wastes, environmental mold or other potentially hazardous materials or structural defects that are latent or hidden defects which may or may not be present on or within the property. RA does not make any soil analysis or geological study as part of its services, nor does RA investigate vapor, water, oil, gas, coal, or other subsurface mineral and use rights or such hidden conditions, and RA assumes no responsibility for any such conditions. The Report contains opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.

RA assumes, without independent verification, the accuracy of all data provided to it. Except to the extent resulting from RA’s willful misconduct in connection with the performance of its obligations under this agreement, you agree to indemnify, defend, and hold RA and its affiliates, officers, managers, employees, agents, successors and assigns (each, an “RA Party”) harmless from and against (and promptly reimburse each RA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys' fees, asserted against or to which any RA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which RA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on the Report by you or third parties under your control or direction or to whom you provided the Report. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY, THE AGGREGATE LIABILITY (IF ANY) OF RA WITH RESPECT TO THIS AGREEMENT AND RA’S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF THE FEES ACTUALLY RECEIVED BY RA FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY RA UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. YOUR REMEDIES SET FORTH HEREIN ARE EXCLUSIVE AND ARE YOUR SOLE REMEDIES FOR ANY FAILURE OF RA TO COMPLY WITH ITS OBLIGATIONS HEREUNDER OR OTHERWISE. RA SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS AND LOST SAVINGS, LOSS OF USE OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY, STRICT LIABILITY OR OTHERWISE, EVEN IF RA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL RA BE LIABLE FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. RA DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED OR OF ANY NATURE, WITH REGARD TO THE SERVICES AND THE REPORT, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Professional Service Conditions - Continued

Report - RA will complete the services in accordance with the Proposal. The Report represents a valid opinion of RA's findings and recommendations with respect to the reserve study and is deemed complete. RA will consider any additional information made available to RA within 6 months of issuing the Report and issue a revised Report based on such additional information if a timely request for a revised Report is made by you. RA retains the right to withhold a revised Report if payment for services was not tendered in a timely manner. All information received by RA and all files, work papers or documents developed by RA during the course of the engagement shall remain the property of RA and may be used for whatever purpose it sees fit. RA reserves the right to, and you acknowledge and agree that RA may, use any data provided by you in connection with the services, or gathered as a result of providing such services, including in connection with creating and issuing any Report, in a de-identified and aggregated form for RA's business purposes.

Your Obligations - You agree to provide us access to the subject property for an on-site visual inspection. You agree to provide RA all available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete the Report. Additionally, you agree to provide historical replacement schedules, utility bills and historical energy usage files that RA requests and deems necessary to complete the energy benchmarking services, and you agree to provide any utility release(s) reasonably requested by RA permitting RA to obtain any such data and/or information from any utility representative or other third party. You agree to pay actual attorneys' fees and any other costs incurred to collect on any unpaid balance for RA's services.

Use of Our Report - Use of the Report is limited to only the purpose stated herein. You acknowledge that RA is the exclusive owner of all intellectual property rights in and relating to the Report. You hereby acknowledge that any use or reliance by you on the Report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the Report. Use or possession of the Report by any unauthorized third party is prohibited. The Report in whole or in part is not and cannot be used as a design specification for design engineering purposes or as an appraisal. You may show the Report in its entirety to the following third parties: members of your organization (including your directors, officers, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the Report under applicable law including, but not limited, to any government entity or agency, or any utility companies. Without the written consent of RA, you shall not disclose the Report to any other third party. By engaging our services, you agree that the Report contains intellectual property developed (and owned solely) by RA and agree that you will not reproduce or distribute the Report to any party that conducts reserve studies or energy benchmarking services without the written consent of RA.

RA will include (and you hereby agree that RA may include) your name in our client lists. RA reserves the right to use (and you hereby agree that RA may use) property information to obtain estimates of replacement costs, useful life of property elements or otherwise as RA, in its sole discretion, deems appropriate.

Payment Terms, Due Dates and Interest Charges - If reserve study and energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and prior to the inspection by RA, and any balance is due net 30 days from the Report shipment date. If only energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and any balance is due net 30 days from the Report shipment date. In any case, any balance remaining 30 days after delivery of the Report shall accrue an interest charge of 1.5% per month. Unless this agreement is earlier terminated by RA in the event you breach or otherwise fail to comply with your obligations under this agreement, RA's obligations under this agreement shall commence on the date you execute and deliver this agreement and terminate on the date that is 6 months from the date of delivery of the Report by RA. Notwithstanding anything herein to the contrary, each provision that by its context and nature should survive the expiration or early termination of this agreement shall so survive, including, without limitation, any provisions with respect to payment, intellectual property rights, limitations of liability and governing law.

Miscellaneous – Neither party shall be liable for any failures or delays in performance due to fire, flood, strike or other labor difficulty, act of God, act of any governmental authority, riot, embargo, fuel or energy shortage, pandemic, wrecks or delays in transportation, or due to any other cause beyond such party's reasonable control; provided, however, that you shall not be relieved from your obligations to make any payment(s) to RA as and when due hereunder. In the event of a delay in performance due to any such cause, the time for completion or date of delivery will be extended by a period of time reasonably necessary to overcome the effect of such delay. You may not assign or otherwise transfer this agreement, in whole or in part, without the prior written consent of RA. RA may freely assign or otherwise transfer this agreement, in whole or in part, without your prior consent. This agreement shall be governed by the laws of the State of Wisconsin without regard to any principles of conflicts of law that would apply the laws of another jurisdiction. Any dispute with respect to this agreement shall be exclusively venued in Milwaukee County Circuit Court or in the United States District Court for the Eastern District of Wisconsin. Each party hereto agrees and hereby waives the right to a trial by jury in any action, proceeding or claim brought by or on behalf of the parties hereto with respect to any matter related to this agreement.

RA may have a financial interest in, or business relationships with, management companies, service providers, or other third parties that have or in the future may have a business relationship with you. Further, RA may from time to time receive and/or provide compensation, referral fees, discounts, or other remuneration from or to management companies or other third parties in connection with client referrals or other business arrangements, including this engagement. The foregoing is intended to satisfy any disclosure requirements under applicable certifications, standards, or codes of ethics.
29247750.6

SECTION 5

PayGOV.US, LLC.
7915 S. Emerson Ave B199
Indianapolis, IN 46237

PAYMENT PROCESSING SERVICES AGREEMENT

THIS PAYMENT PROCESSING SERVICES AGREEMENT (this "**Agreement**") is made and entered into effective November 17, 2026 (the "**Effective Date**"), by and between **PayGOV.US**, LLC, a Indiana limited liability company ("**PGV**"), with its principal address at 7915 S. Emerson Ave B199, Indianapolis, IN 46237, and the Highland Meadows West Community Development District, a local unit of special-purpose government established under Chapter 190, Florida Statutes (the "**District**"**)**, with its principal address at c/o Governmental Management Services – CF, 219 East Livingston Street, Orlando, Florida 32801.

1. Services. PGV has designed and developed a payment processing system and internet processing services for governmental entities to enhance the collection of payments and other obligations on a 24/7 basis. PGV will provide the District with online payment acceptance, in-person and telephone payment acceptance (if requested by the District), and the related processing, settlement, and reporting services described in this Agreement (collectively, the "**Services**"), so that the District may accept payment by credit card, charge card, bank debit card, and electronic funds transfer, including by a method for accepting payment online, as required by section 215.322(5), *Florida Statutes*, as amended by chapter 2026-169, Laws of Florida, effective January 1, 2027. A person wanting to pay an obligation owed to the District may do so by logging on to the designated website link, or through any other payment channel the District elects to offer under this Agreement, at no cost to the District. PGV will also provide, upon the District's request, card-swipe or other point-of-sale equipment for onsite payments at no cost to the District. The equipment remains PGV's property, and PGV is responsible for installing, maintaining, updating, and replacing it. Upon expiration or termination of this Agreement, the District will make the equipment available for retrieval by PGV at PGV's expense, and the District is not responsible for ordinary wear and tear.

2. Convenience Fees. PGV will assess the person making the payment (and not the District) a convenience fee equal to 3% of the transaction amount for all POS, online, mobile, or over-the-phone (in office) credit card, charge card, and debit card transactions. A minimum flat convenience fee of $1.00 will apply to any such transaction under $33.00. E-Check (ACH) transactions will be charged a flat fee of $1.00 per transaction to the person making the payment, and not to the District. Before the payer submits any transaction, PGV must clearly disclose the amount of the convenience fee and that it is charged by PGV and not by the District, and must allow the payer to cancel the transaction without charge. The convenience fee is billed separately from the amount owed to the District and is paid directly to and retained by PGV as PGV's sole compensation for the Services. The convenience fee is not an assessment, rate, fee, rental, or other charge imposed by the District, is not revenue of the District, and will not be received or retained by the District or its district manager. PGV is solely responsible for ensuring that the convenience fee, as assessed and disclosed, complies with applicable law and all applicable card network rules. PGV may not increase the convenience fee or impose any new or additional fee, on the District or on payers, without a written amendment to this Agreement approved by the District's Board of Supervisors and signed by both parties.

3. Settlement and Reporting. The Services include timely and accurate transaction processing, next business day reconciliation, and transfer by ACH of the full amount of each payment, without deduction or offset for any convenience fee or other charge, from PGV to the District's designated depository account within [two (2)] business days after the transaction is authorized. All payments PGV receives for obligations owed to the District are the property of the District and are held by PGV in trust for the District. PGV must provide the District and its district manager with online access to transaction-level reporting and a monthly statement identifying, for each transaction, the date, payer, amount paid to the District, convenience fee charged, and any refund, return, or chargeback. PGV may not debit the District's account except to reverse an E-Check transaction that is returned or charged back through the ACH network, and then only after written notice to the District identifying the transaction. At the District's written direction, PGV will process refunds to payers of amounts paid to the District (for example, returned rental deposits), and the District will fund the refunded amount. PGV may not charge the District for processing a refund.

4. Card and Account Verification. Section 215.322(5)(a), *Florida Statutes*, requires the District to verify both the validity of any credit card, charge card, bank debit card, or electronic funds transfer used and the existence of appropriate credit with respect to the person using the card or transfer. PGV will perform that verification on the District's behalf before authorizing each transaction and will not authorize any transaction that fails verification.

5. No Cost to District; Independent Contractor; Confidentiality. PGV will provide the Services to the District during the term of this Agreement, beginning on the Effective Date. PGV agrees the District is not responsible for any compensation for the Services, and the District will not pay any setup, equipment, monthly, minimum, transaction, chargeback, or other fees, or any associated operational costs or local, state, or federal taxes, on behalf of PGV. Nothing in this Agreement requires the District to accept payments exclusively through PGV or to process any minimum volume. PGV accepts and agrees to perform all Services as an independent contractor and not as an employee, agent, or partner of the District, except for the limited authorizations in Section 14. PGV and the District each agree (i) to hold the other party's confidential information in strict confidence; and (ii) not to disclose such information to any third parties without the prior written consent of the disclosing party or as required by law or regulation. PGV acknowledges that the District is subject to Chapter 119, *Florida Statutes*, and that the District's obligations under this Section extend only to information that is confidential or exempt from public disclosure under applicable law. Cardholder, bank-account, and other personal information of payers that PGV receives in performing the Services is confidential information of the District.

6. Indemnification; Chargebacks and Returns. PGV will defend, indemnify, and hold harmless the District and its supervisors, officers, staff, district manager, agents, and employees from and against any credit card transaction disputes, chargebacks, claims, losses, damages, and other expenses, including attorneys' fees and litigation expenses (including at trial and on appeal), suffered or incurred due to PGV's negligence or willful misconduct, any security incident involving payer information in the possession or control of PGV or its processors or subcontractors, PGV's violation of law or card network rules, or PGV's failure to perform any of its obligations under this Agreement. The District agrees to reasonably assist PGV, to the extent permitted by law, with (i) any efforts necessary to facilitate collection of funds from any cardholder to include reinstatement of the obligation owed to the District; and (ii) providing cardholder information pertinent to any inquiry or dispute regarding payment made to the District through the Services. Returned or charged-back ACH (aka E-Check) transactions are excluded from PGV's indemnification of chargebacks under this Section, and the District will reconcile those

transactions, including returns and chargeback transactions, but this exclusion does not limit PGV's obligations for its negligence, willful misconduct, or failure to perform. This Section survives expiration or termination of this Agreement.

7. Standards of Performance; Compliance with Laws; Governing Law. PGV represents that it is qualified to perform the Services, and that all work will be accomplished in a professional and workmanlike manner. PGV agrees to observe and comply with all federal, state, and local laws, and all applicable card network and NACHA operating rules, in performing the Services, including section 215.322, *Florida Statutes*, the Payment Card Industry Data Security Standard ("**PCI DSS**"), and the accessibility requirements of Title II of the Americans with Disabilities Act applicable to the online payment website. This Agreement is governed by the laws of the State of Florida. Venue for any action arising under this Agreement lies exclusively in the state courts located in Polk County, Florida.

8. Data Security; Security Incidents. PGV must maintain PCI DSS compliance throughout the term of this Agreement and must provide the District, upon request, a copy of PGV's current PCI DSS attestation of compliance and that of each processor PGV uses. PGV must use reasonable administrative, technical, and physical safeguards, consistent with industry best practices, to protect cardholder, bank-account, and other personal information of payers, including encryption of that information in transit and at rest. PGV must promptly notify the District in writing if PGV or any of its processors ceases to be PCI DSS compliant. PGV may not access, use, disclose, sell, or share payer information for any purpose other than performing the Services or as required by law, and may not use it for marketing. PGV may retain payer information only as long as necessary to perform the Services, to comply with card network rules, or to comply with Section 2 of Exhibit A (Public Records), and then must securely destroy it. If PGV discovers or is notified of any actual or reasonably suspected breach of security (as defined in section 501.171(1), *Florida Statutes* and any successor statute) or other unauthorized access to payer information in the possession or control of PGV or its processors or subcontractors, PGV must (i) notify the District in writing within 48 hours after discovery or notice; (ii) take all action reasonably necessary to contain, investigate, and remediate it; (iii) cooperate with the District and any law enforcement or regulatory authority, including preserving relevant evidence; (iv) provide the District a written incident report describing the nature and scope of the incident, the information affected, and the remedial actions taken; and (v) to the extent the incident is attributable to the acts or omissions of PGV or its processors or subcontractors, bear the cost of any notices required by law, including under section 501.171, *Florida Statutes*, and provide credit monitoring services for not less than 12 months to affected individuals, at PGV's sole expense. This Section survives expiration or termination of this Agreement.

9. Insurance. PGV must maintain, at its own expense throughout the term of this Agreement, (i) commercial general liability insurance with limits of not less than $[1,000,000] per occurrence and $[2,000,000] in the aggregate; (ii) cyber liability (network security and privacy) insurance, including coverage for breach response costs, with limits of not less than $1,000,000 per claim; and (iii) crime insurance covering employee dishonesty and computer and funds transfer fraud with limits of not less than $1,000,000. PGV must name the District as an additional insured on the commercial general liability policy and must provide the District a certificate of insurance upon execution of this Agreement and upon request.

10. Assignment; Subcontractors. PGV may not assign this Agreement or subcontract the Services without the District's prior written consent, except that PGV may use iStream Financial

Services, Inc. ("**iStream**") as described in Section 14 and the card processors PGV identifies to the District in writing before the Effective Date. PGV remains responsible for the acts and omissions of its subcontractors and processors as if they were PGV's own.

11. District Required Provisions; Order of Precedence. **Exhibit A** (District Required Provisions) is incorporated into and made a part of this Agreement. If this Agreement conflicts with any application, enrollment form, or other document submitted under this Agreement, or with any terms of service, privacy policy, or other terms posted on PGV's website or presented in any click-through or similar form, Exhibit A controls first and this Agreement controls next. No click-through, online, or other terms not attached to this Agreement bind the District, even if accepted by the district manager or another District agent in the course of using the Services.

12. Miscellaneous. Notices under this Agreement must be in writing and delivered by hand, by nationally recognized overnight courier, or by certified mail to the party's address stated in the preamble (or another address given by written notice), with a copy of any notice to the District sent to the District's district manager and District counsel. This Agreement, including its exhibits, is the entire agreement of the parties on its subject matter and supersedes all prior agreements and understandings on that subject matter. This Agreement may be amended only by a writing signed by both parties. If any provision of this Agreement is held unenforceable, the remaining provisions remain in effect. In any action to enforce this Agreement, the prevailing party is entitled to recover its reasonable attorneys' fees and costs, including those incurred on appeal. The District's failure to enforce any provision of this Agreement is not a waiver of that provision. This Agreement has been negotiated by both parties and will not be construed against either party as the drafter. This Agreement may be signed in counterparts and by electronic signature, each of which is an original and all of which together are one instrument.

13. Term and Termination. The initial term of this Agreement begins on the Effective Date and ends on the next September 30 (the end of the District's fiscal year). This Agreement will automatically renew for successive one-year terms beginning each October 1 unless terminated as provided in this Section. The District may terminate this Agreement at any time, with or without cause, on 30 days' written notice to PGV, and immediately upon written notice if PGV breaches this Agreement. PGV may terminate this Agreement only on 90 days' written notice to the District. On expiration or termination, PGV must complete and settle all transactions initiated before the effective date of termination, remit to the District all funds due, reasonably cooperate in transitioning the Services to any successor provider, and comply with Section 2 of Exhibit A (Public Records). Sections 3, 5, 6, 8, and 12 and Exhibit A survive expiration or termination of this Agreement.

14. ACH (E-Check) Processing through iStream. PGV has engaged iStream as a third-party payment processor to facilitate the processing of the District's E-Check payments through the ACH network. Subject to this Section, the District authorizes PGV, as the originator and merchant of record, to submit and sign the application for ACH processing services on behalf of the District to iStream. The District also authorizes PGV to execute and deliver to iStream any required documents on behalf of the District for the purpose of boarding and performing required due diligence of the District under the regulatory framework governing iStream as a third-party payment processor, and to make related procedural changes on behalf of the District to the processing account at iStream as reasonably necessary during the processing relationship. PGV must provide the District's district manager a copy of each application and other document PGV signs on the District's behalf before submitting it, and written notice of any procedural change

within five business days after making it. PGV may not, without the District's prior written approval, (i) agree on the District's behalf to any fee, reserve, guaranty, indemnity, or other financial obligation of the District; (ii) change the District's designated depository account; or (iii) bind the District to any terms inconsistent with this Agreement. These authorizations are limited to the ACH processing services described in this Section and terminate automatically upon expiration or termination of this Agreement.

The District acknowledges and agrees that, as of the Effective Date, iStream is entitled to rely on the authorizations in this Section until the District provides written notice to PGV of their revocation or modification. As between the District and PGV, PGV is responsible for the acts and omissions of iStream as if they were PGV's own, and PGV's obligations under Sections 6 and 8 apply to iStream's acts and omissions. Nothing in this Section makes iStream a third-party beneficiary of this Agreement, waives the District's sovereign immunity, or causes the District to assume any risk or liability for the acts or omissions of PGV or iStream.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date.

DISTRICT:
HIGHLAND MEADOWS WEST COMMUNITY DEVELOPMENT DISTRICT

By: _____
Name: _____
Title: Chairperson / Vice Chairperson, Board of Supervisors
Date: _____

ATTEST:

_____
Secretary / Assistant Secretary

PGV:
PAYGOV.US, LLC, a Indiana limited liability company

By: _____
Name: _____
Title: _____
Date: _____

Exhibit A: District Required Provisions

EXHIBIT A
DISTRICT REQUIRED PROVISIONS

1. Sovereign Immunity; No Third-Party Beneficiaries. Nothing in this Agreement waives or limits the District's sovereign immunity or the limits of liability in section 768.28, *Florida Statutes*, or any other statute or law, and nothing in this Agreement is a consent by the District to be sued by third parties in any matter arising out of this Agreement. This Agreement is solely for the benefit of the District and PGV, and no right or cause of action accrues to or for the benefit of any third party.

2. Public Records. PGV understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, to the extent PGV is acting on behalf of the District as a contractor within the meaning of section 119.0701, *Florida Statutes*, PGV must comply with Florida's public records laws, including Chapter 119, *Florida Statutes*. Specifically, PGV must: (a) keep and maintain public records required by the District to perform the Services; (b) upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*, or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following its completion if PGV does not transfer the records to the District; and (d) upon completion of this Agreement, transfer to the District, at no cost, all public records in PGV's possession or keep and maintain public records required by the District to perform the Services. If PGV transfers all public records to the District upon completion of this Agreement, PGV must destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If PGV keeps and maintains public records upon completion of this Agreement, PGV must meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District. The District may unilaterally terminate this Agreement if PGV refuses to allow public access to public records as required by law.

IF PGV HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO PGV'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 841-5524, RECORDREQUEST@GMSCFL.COM, AND 219 EAST LIVINGSTON STREET, ORLANDO, FLORIDA 32801.

3. Records and Audit. PGV must keep accurate records of all transactions processed for the District for the longer of five years after the transaction or the period required by the records retention schedules adopted by the Florida Department of State, and must make those records available to the District, its district manager, and its auditors upon reasonable request.

4. E-Verify. PGV must comply with section 448.095, *Florida Statutes*. PGV represents and warrants that it is registered with and uses the E-Verify system to verify the work authorization status of all new employees of PGV. PGV may not subcontract any portion of the Services unless the subcontractor registers with and uses the E-Verify system and provides PGV an affidavit

stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. PGV must maintain a copy of each affidavit for the duration of this Agreement and provide it to the District upon request. If the District has a good faith belief that PGV has knowingly violated section 448.09(1), *Florida Statutes*, the District will terminate this Agreement as required by section 448.095(5)(c), *Florida Statutes*, and PGV will be liable for any additional costs incurred by the District as a result of the termination. If the District has a good faith belief that a subcontractor knowingly violated section 448.095(5), *Florida Statutes*, but PGV otherwise complied, the District will promptly notify PGV, and PGV must immediately terminate its contract with the subcontractor. PGV represents that no public agency has terminated a contract with PGV under section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the Effective Date.

5. Scrutinized Companies. PGV certifies that it is not on the Scrutinized Companies or Other Entities that Boycott Israel List created under section 215.4725, *Florida Statutes*, and is not participating in a boycott of Israel. PGV further certifies that it is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in Iran Terrorism Sectors List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created under section 215.473, *Florida Statutes*, and is not engaged in business operations in Cuba or Syria. Under section 287.135*, Florida Statutes*, the District may terminate this Agreement at its option if PGV is found to have submitted a false certification, has been placed on any of those lists, is participating in a boycott of Israel, or has been engaged in business operations in Cuba or Syria.

6. Foreign Countries of Concern; Access to Personal Identifying Information. PGV acknowledges that this Agreement gives PGV access to individuals' personal identifying information. PGV represents that (a) it is not owned by the government of a foreign country of concern; (b) the government of a foreign country of concern does not have a controlling interest in PGV; and (c) PGV is not organized under the laws of, and does not have its principal place of business in, a foreign country of concern, as those terms are defined in section 287.138, *Florida Statutes*. Before the District executes this Agreement, and before each renewal or extension of this Agreement, PGV must provide the District the affidavit required by section 287.138(4), Florida Statutes, on the form prescribed by the Florida Department of Management Services (currently Form PUR 1355, adopted by Rule 60A-1.020, Florida Administrative Code), together with the affidavit attached as **Exhibit 1**.

7. Anti-Human Trafficking. PGV certifies that neither it nor its principals use coercion for labor or services as defined in section 787.06, *Florida Statutes*. Before the District executes this Agreement, and before each renewal or extension of this Agreement, PGV must provide the District the affidavit required by section 787.06(14), *Florida Statutes*, signed by an officer or representative of PGV under penalty of perjury, in the form attached as Exhibit 1.

8. Foreign Source Disclosure. To the extent section 286.101(3), *Florida Statutes*, applies to this Agreement, PGV must disclose to the District any current or prior interest of, any contract with, or any grant or gift received from a foreign country of concern as required by that section.

EXHIBIT 1
CONTRACTOR AFFIDAVIT

STATE OF _____

COUNTY OF _____

Before me, the undersigned authority, by means of [ ] physical presence or [ ] online notarization, personally appeared _____ ("Affiant"), who, being first duly sworn, deposes and says:

1. Affiant is the _____ [title] of PayGOV.US, LLC ("PGV"), is an officer or representative of PGV, and is authorized to make this affidavit on PGV's behalf. This affidavit is given in connection with the Payment Processing Services Agreement between PGV and the _____ Community Development District (the "District").

2. Anti-Human Trafficking. PGV does not use coercion for labor or services as defined in section 787.06, Florida Statutes.

3. Foreign Countries of Concern. PGV is not owned by the government of a foreign country of concern; the government of a foreign country of concern does not have a controlling interest in PGV; and PGV is not organized under the laws of, and does not have its principal place of business in, a foreign country of concern, as those terms are defined in section 287.138, Florida Statutes.

4. Scrutinized Companies. PGV is not on the Scrutinized Companies or Other Entities that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in Iran Terrorism Sectors List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; is not participating in a boycott of Israel; and is not engaged in business operations in Cuba or Syria.

5. E-Verify. PGV is registered with and uses the E-Verify system to verify the work authorization status of all new employees, as required by section 448.095, Florida Statutes. PGV's E-Verify company identification number is _____.

Under penalties of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.

_____

Signature of Affiant

Printed Name: _____

Title: _____

Sworn to (or affirmed) and subscribed before me by means of [ ] physical presence or [ ] online notarization this ____ day of _____, 20__, by _____, who is [ ] personally known to me or [ ] has produced _____ as identification.

_____

Notary Public, State of _____

Print Name: _____

My Commission Expires: _____

SECTION 6

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AGREEMENT

MyFenceCo.
Because Everyone Needs Boundaries

Quote

Date	September 16, 2026
Valid Until	September 30, 2026
Quote #	
PO #	

Customer:

Governmental Management Services CFL
mfisher@gmscfl.com
219 E Livingston St
Orlando, FL, 32801
(407) 346-2453

Quote/Project Description

Replace Aluminum post and panel

Description	Line Total
1. Scope of Work - Daily rate per crew	
2. Limited Lifetime Warranty on materials with 1 year workmanship warranty	$1,133.00

Special Notes and Conditions

1. MyFenceCo to furnish and install all materials listed above.
2. Soil from post holes will be spread on site along fence line.
3. Permit Fee (if needed) will be $100 additional to quoted price
4. 3.25% processing fee will be added if paid with Credit Card

Total $ 1,133.00

Above information is not an invoice and only a quote of services/goods described above.
Payment will be 50% due upon signed proposal and remainder upon completion of service

Please confirm your acceptance of this quote by signing this document

Bobbie Shockley

09/22/26

Thank you for your business!

Should you have any inquiries concerning this quote, please contact Mo Zaban on 863-288-0548

PO BOX 2307, Lakeland, FL, 33806
Tel: 863-288-0898 Fax: 866-797-5915 E-mail: customerservice@myfenceco.com Web: www.myfenceco.com

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ADDENDUM

Agreement: Agreement between Highland Meadows West Community Development District and My Fence Company LLC ("**Agreement**")
Contractor: My Fence Company LLC ("**Contractor**")
District: Highland Meadows West Community Development District ("**District**")
Services: Fence repairs, as described in the Agreement ("**Services**")

The following provisions govern the Agreement referenced above:

1. Effective Date. The Agreement shall be deemed effective as of the date of the full execution of this Addendum.

2. Duties.

    a. Contractor agrees, as an independent contractor, to undertake the Services described in the Agreement in a neat and professional manner reasonably acceptable to the District, in accordance with industry standards, and in accordance with all applicable federal, state, and local laws, regulations, and ordinances.

    b. Contractor shall use reasonable care in performing the Services and shall be responsible for any harm of any kind to persons or property resulting from Contractor's actions or inactions. Contractor agrees to commence repair of any damage resulting from Contractor's activities and work within twenty-four (24) hours.

    c. Contractor agrees to notify the District prior to performing any work subject to any price increases, and to proceed with the work only upon written consent from the District.

    d. Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all Services and materials shall be of good quality, free from faults and defects, and will conform to the standards and practices for projects of similar design and complexity in an expeditious and economical manner consistent with the best interest of the District. In addition to all manufacturer warranties for materials purchased for purposes of the Agreement, if any, which Contractor shall assign to the District as necessary to give the District the benefit of said warranties, all Services provided by Contractor pursuant to the Agreement shall be warranted for labor and workmanship for one (1) year from the date of acceptance of the Services by the District. Contractor shall replace or repair warranted items to the District's satisfaction and in the District's discretion. Neither final acceptance of the Services, nor final payment therefore, nor any provision of the Agreement shall relieve Contractor of responsibility for defective or deficient materials or Services. If any of the materials or Services are found to be defective, deficient or not in accordance with the Agreement, Contractor shall correct, remove and replace it promptly after receipt of a written notice from the District and correct and pay for

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any other damage resulting therefrom to District property or the property of landowner's within the District.

e. All permits or licenses necessary for Contractor to perform under the Agreement shall be obtained and paid for by Contractor.

3. Compensation. In exchange for completing the Services as described in the Agreement, and upon final completion and approval by the District of the Services, the District agrees to pay Contractor the total not to exceed amount of **One Thousand One Hundred Thirty-Three Dollars and Zero Cents ($1,133.00)** as set forth in the Agreement. This compensation includes all parts, materials, and labor necessary to complete the Services as described in the Agreement and this Addendum. Contractor shall maintain records conforming to usual accounting practices. Further, Contractor agrees to render invoices to the District, in writing, which shall be delivered or mailed to the District. These invoices are due and payable in accordance with Florida's Prompt Payment Act, sections 218.70 et seq. of the Florida Statutes. Each invoice shall include such supporting information as the District may reasonably require Contractor to provide.

4. Additional Work. Should the District desire that Contractor provide additional work and/or services, such additional work and/or services shall be fully performed by Contractor after the District's prior approval of a required change order. Contractor agrees that the District shall not be liable for the payment of any additional work and/or services, unless the District first authorizes Contractor to perform such additional work and/or services through an authorized and fully executed change order.

5. Termination. The Agreement may be terminated immediately by the District for cause, or upon thirty (30) days' written notice by either party for any or no reason, provided however that any termination by Contractor shall only be effective after providing the District with a reasonable opportunity to cure any default. Contractor shall not be entitled to lost profits or any other damages of any kind resulting from any termination by the District, provided however that Contractor shall be entitled to payment for any Services provided through the effective date of termination, subject to any offsets.

6. Insurance.

a. Contractor, and any subcontractor performing the Services described in the Agreement, shall maintain throughout the term of the Agreement the following insurance:

i. Workers' Compensation Insurance in accordance with the laws of the State of Florida.

ii. Commercial General Liability Insurance covering Contractor's legal liability for bodily injuries, with limits of not less than $1,000,000 combined single limit bodily injury and property damage liability, including

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Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.

iii. Automobile Liability Insurance for bodily injuries in limits of not less than $100,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

b. The District and its officers, supervisors, agents, managers, counsel, engineers, staff and representatives (together, "Additional Insureds") shall be named as additional insured parties on the Commercial General Liability and Automobile Liability policies. Contractor shall furnish the District with a Certificate of Insurance evidencing compliance with this requirement prior to commencing the Services. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, shall be considered primary and non-contributory with respect to the Additional Insureds, and shall be endorsed to provide for a waiver of underwriter's rights of subrogation in favor of the Additional Insureds.

c. If Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, Contractor shall pay the cost 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.

7. Indemnification.

a. To the fullest extent permitted by law, and in addition to any other obligations of Contractor under the Agreement or otherwise, Contractor shall indemnify, hold harmless, and defend the District and its officers, supervisors, agents, managers, counsel, engineers, staff and representatives (together, "Indemnitees"), from all claims, liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused, in part or in whole, by (i) the negligent, reckless, or intentionally wrongful misconduct of Contractor, or any employee, agent, subcontractor, or any individual or entity directly or indirectly employed or used by any of them to perform any of the work, (ii) Contractor's performance of, or failure to perform, Contractor's obligations pursuant to the Agreement or any services or Contractor's performance of any activities in connection therewith, and (iii) any breach of any warranty, representation, covenant, or agreement made by Contractor in the Agreement or any services.

b. To the extent a limitation is required by law, the obligations under this section shall be limited to no more than One Million Dollars ($1,000,000.00), which amount the

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District and Contractor agree bears a reasonable commercial relationship to this Agreement. Nothing in this section is intended to waive or alter any other remedies that the District may have as against Contractor.

c. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District. Nothing in the Agreement is intended to waive or alter any other remedies that the District may have as against Contractor. The provisions of this Section 7 are independent of, and will not be limited by, any insurance required to be obtained by Contractor pursuant to the Agreement or otherwise obtained by Contractor, and the provisions of this Section 7 survive the expiration or earlier termination of the Agreement with respect to any claims or liability arising in connection with any event occurring prior to such expiration or termination.

d. Contractor shall ensure that all subcontracts related to the Services include this section for the benefit of the Indemnitees.

8. Limitations on Governmental Liability. Contractor further agrees that nothing in the Agreement between the parties shall constitute or be construed as a waiver of the District's sovereign immunity or limitations on liability contained in section 768.28, *Florida Statutes*, or other statute, and nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

9. Public Records. Contractor understands and agrees that all documents of any kind provided to the District in connection with the Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Katie O'Rourke** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the work; 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 Agreement's term and following the Agreement term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Agreement, transfer to the District, at no cost, all public records in Contractor'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 Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

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All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT (407) 841-5524, KOROURKE@GMSCFL.COM, OR AT 219 EAST LIVINGSTON STREET, ORLANDO, FLORIDA 32801.

10. Amendments. Amendments to and waivers of the provisions contained in the Agreement may be made only by an instrument in writing executed by both parties hereto.

11. Assignment. Neither the District nor Contractor may assign the Agreement or any monies to become due hereunder without the prior written approval of the other.

12. Liens and Claims. Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under the Agreement. Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of Contractor's performance under the Agreement, and Contractor shall immediately discharge any such claim or lien. In the event that Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under the Agreement, may terminate the Agreement to be effective immediately upon the giving of notice of termination.

13. Controlling Law and Venue. In the event that either party is required to enforce the Agreement, as amended by this Addendum, by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings. The Agreement, as amended, and the provisions contained in the Agreement and this Addendum shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue for any legal actions regarding the Agreement or this Addendum shall be Polk County, Florida.

14. E-Verify. Contractor shall comply with and perform all applicable provisions of section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate the Agreement immediately for cause if there is a good faith belief that Contractor has knowingly violated section 448.091, *Florida Statutes*. By entering into the Agreement and this Addendum, Contractor represents that no public employer has terminated a contract with Contractor under section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of the Agreement.

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15. Scrutinized Companies Statement. In accordance with section 287.135, *Florida Statutes*, Contractor represents that in entering into the Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, members, or agents is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or the Scrutinized Companies that Boycott Israel List created pursuant to sections 215.4725 and 215.473, *Florida Statutes*, and in the event such status changes, Contractor shall immediately notify the District. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate the Agreement.

16. Anti-Human Trafficking Requirements. Contractor certifies, by acceptance of the Agreement, that neither it nor its principals utilize coercion for labor or services as defined in section 787.06, *Florida Statutes*. Contractor agrees to execute an affidavit, in a form acceptable to the District, in compliance with section 787.06(14), *Florida Statutes*.

17. Addendum Controls. The Agreement, as amended by this Addendum, shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of the Agreement. To the extent any of the provisions of this Addendum are in conflict with the provisions of the Agreement, this Addendum controls.

18. Authorization. The execution of the Agreement and this Addendum has been duly authorized by the appropriate body or official of the parties, the parties have complied with all the requirements of law, and the parties have full power and authority to comply with the terms and provisions of the Agreement and this Addendum.

[*signatures on following page*]

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[Signature page to Addendum to Agreement]

MY FENCE COMPANY LLC,
a Florida limited liability company

Signed by:
MyFenceCo
99A812C9A22F4AC...

By: MyFenceCo
Its: Commercial Project Manager
Date: 2026-10-16

HIGHLAND MEADOWS WEST COMMUNITY DEVELOPMENT DISTRICT

By: Bobbie Shockley
Its: Chairman, Board of Supervisors
Date: **09/22/26**

SECTION 7

SECTION C

November 17, 2026

Highland Meadows West CDD

Field Management Report

Completed Items



- The retaining wall safety fence has been repaired.
- The mitered end sections have been cleaned out.
- Holiday decorations have been installed on all 6 monuments.
- Striping in the parking lot in front of the mailboxes has been refreshed.
- Live oaks have been planted in the right-of-way. The Board approved 42 trees, but only 25 were needed, resulting in savings of $47,047.50. The trees are being reviewed monthly to ensure they are established.



Contracted Services

The landscaping vendor continues to provide satisfactory service and meet contractual requirements.

- Janitorial services continue to maintain dog waste stations and trash can locations weekly.



In Progress/Action Items

- Playground replacement parts have been shipped during the week of November 9.
- Replace rusted swing set chains and hardware. Also, replace dry-rotted belt and bucket swings.
- Replace missing signs at Teton St and Tortugas St.
- Remove flyers and adhesive off the mailboxes.

SECTION i

Docusign Envelope ID: 889C4847-65FE-8B89-8261-F601CB88AFE7

LANDSCAPE MAINTENANCE AGREEMENT
ADDITIONAL SERVICES ORDER

THIS ADDITIONAL SERVICES ORDER (the "**ASO**") is presented according to the requirements established within the executed *Landscape Maintenance Agreement* dated May 21, 2020 (the "**Agreement**"). This ASO is made and entered into effective this 6 day of September 2026, by and between:

HIGHLAND MEADOWS WEST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Polk County, Florida, with a mailing address of c/o Governmental Management Services – Central Florida, LLC, 219 East Livingston Street, Orlando, Florida 32801 (the "**District**"), and

PRINCE AND SONS, INC., a Florida corporation, with a mailing address of 200 South F Street, Haines City, Florida 33844 (the "**Contractor**" and, together with the District, the "**Parties**").

1. SCOPE OF WORK. In addition to the services described in the Agreement and any Exhibits thereto, Contractor will provide the additional work described below and in **Exhibit A** hereto, in accordance with the unit prices pricing provided herein (the "**Additional Work**"). Contractor shall invoice the District for the Additional Work actually performed, and the District shall remit payment for such Additional Work pursuant to the terms of the Agreement. Such amount includes all materials and labor necessary to complete the Additional Work and all items, labor, materials, or otherwise, to provide the District the maximum benefit of the Additional Work.

Proposal Name	Cost	Notes
Tree Replacements (**Exhibit A**)	$69,187.50	N/A
	Total	$69,187.50

2. EFFECTIVE DATE. This ASO shall be effective as of the date listed above.

3. ACCEPTANCE. Execution of this ASO will authorize Contractor to complete the Additional Work as outlined above in addition to any other services set forth in the Agreement. Contractor shall commence the aforesaid authorized Additional Work as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this ASO, remain in full force and effect. To the extent that any other terms provided in **Exhibit A** conflict with the terms of the executed Agreement, the terms of the Agreement shall control.

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IN WITNESS WHEREOF, the Parties hereto have caused this ASO to be executed the day and year first above written.

HIGHLAND MEADOWS WEST COMMUNITY DEVELOPMENT DISTRICT

Signed by:
Bobbie Shockley
B4BFE8F149CE478...

Signature

By: Bobbie Shockley
Print Name

Its: Chairman, Board of Supervisors
Title

PRINCE AND SONS, INC.

Signed by:
C7CB56360E5C44C...

Signature

Lucas Martin
By:
Print Name

Vice President
Its:
Title

Exhibit A: Tree Replacements

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Exhibit A
Tree Replacements

PRINCE & SONS
200 S. F. Street
Haines City, Florida 33844
Phone 863-422-5207 | Fax 863-422-1816 Polk County License # 214815

Date: July 20, 2026

SUBMITTED TO:	Job Name / Location:
GMS Services 135 W. Central Blvd Orlando, FL 32801 Matt Fisher Phone: (863)-956-6207 Email: mfisher@gmscfl.com	Highland Meadows West Orchid Terrace Tree Replacement

PROPOSAL TO REPLACE ALL DEAD TREES IN FRONT OF DESIGNATED HOUSES

	Qty	Unit	Unit Cost	TOTAL
Live Oak Trees	25	45g	$812.50	$20,312.50
Gator Watering Bags	25	EA	$35.00	$875.00
Gator Bag Watering 2x per week (6 monthes total)	25	EA	$960.00	$24,000.00
Gator Bag Watering 3rd time a week (6 monthes total)	25	EA	$960.00	$24,000.00
			TOTAL	**$69,187.50**

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: Brian Bubendorf
Date Submitted: July 20, 2026

Accepted by: Signed by: Bobbie Shockley B4BEE8E149CE478...
Date Accepted: _____

SECTION ii

SECTION 1

Haines City, Florida 33844
(863) 422-5207
www.princeandsonsinc.com
Tampa, Florida 33610
Orlando, Florida 32824

Valued Customer,

Our family-owned company at Prince & Sons thanks you for the business in servicing your property's landscaping. We are unable to continue to absorb excessive increase in the cost of fuel to our company. We do everything we can to conserve fuel and buy in bulk to keep our prices down however the increases to gas and diesel have resulted in a direct 3% increase to our hard costs that we need to pass along to our customers. We hope this is not a long-term problem so we want to have in place a clear invoicing process that can be tracked. Effective immediately we are sending a separate 3% fuel charge invoice to help offset this expense. The below increase will be invoiced:

Average gas price of >=$4/gallon we will have a 3% increase

Average gas price of $3.50-$3.99/gallon we will have a 2% increase

Average gas price <$3.49/gallon the fuel service charge will end

***BASED ON STATE AVERAGE**

We thank you for your understanding with this. Please do not hesitate to contact your manager if you have any questions.

Warmest Regards,



Lucas Dean Martin
Vice President
Phone: 863-422-5207 Office

SECTION 2

200 S. F. Street
Haines City, Florida 33844
Phone 863-422-5207 | Fax 863-422-1816 Polk County License # 214815

Date: October 9, 2026

SUBMITTED TO:	Job Name / Location:
GMS Services 135 W. Central Blvd Orlando, FL 32801 Matt Fisher Phone: (863)-956-6207 Email: mfisher@gmscfl.com	Highland Meadows West Orchid Terrace See Tracks and Photos

PROPOSAL TO ADD RIP- RAP IN DESIGNATED RETENTION PONDS

	Qty	Unit	Unit Cost	TOTAL
Rip- Rap (Photo 3 / Track L)	2	CY	$1,200.00	$2,400.00
Rip- Rap (Photo 7 / Track G)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 11/Track F)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 12/Track C)	1	Cy	$1,200.00	$1,200.00
Rip- Rap (Photo 13/Track C)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 16/Track M)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 17/Track D)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 20/Track D)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 21/Track D)	1	CY	$1,200.00	$1,200.00
Rip- Rap (Photo 27/Track F)	2	CY	$1,200.00	$2,400.00
Rip- Rap (Photo 29/Track F)	2	CY	$1,200.00	$2,400.00
Rip- Rap (Photo 34/Track B)	2	CY	$1,200.00	$2,400.00
Rip- Rap (Photo 36/Track B)	2	CY	$1,200.00	$2,400.00
			TOTAL	$21,600.00

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: *Brian Bubendorf*
Date Submitted: October 9, 2026

Accepted by:
Date Accepted: _____

200 S. F. Street
Haines City, Florida 33844
Phone 863-422-5207 | Fax 863-422-1816 Polk County License # 214815

Date: October,15 2026

SUBMITTED TO:	Job Name / Location:
GMS Services 135 W. Central Blvd Orlando, FL 32801 Matt Fisher Phone: (863)-956-6207 Email: mfisher@gmscfl.com	Highland Meadows West Orchid Terrace See tracks and photos

PROPOSAL TO FILL IN WASHOUTS AT DESIGNATED AREAS

	Qty	Unit	Unit Cost	TOTAL
Dirt (photo 4/tract C)	1	yard	$75.00	$75.00
Dirt (photo 15/tract C)	2	yard	$75.00	$150.00
Dirt (photo 18/tract M)	5	yard	$75.00	$375.00
Dirt (photo 22/tract D)	2	yard	$75.00	$150.00
Dirt (photo 28/tract F)	2	yard	$75.00	$150.00
Dirt (photo 30/tract F)	2	yard	$75.00	$75.00
Dirt (photo 33/tract D)	1	yard	$75.00	$75.00
Dirt (photo 34/tract B)	2	yard	$75.00	$150.00
Dirt (photo35/tract B)	6	yard	$75.00	$450.00
			TOTAL	**$1,650.00**

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: America Rodriguez
Date Submitted: October 15, 2026

Accepted by:
Date Accepted: _____

PRINCE & SONS

200 S. F. Street
Haines City, Florida 33844
Phone 863-422-5207 | Fax 863-422-1816 Polk County License # 214815

Date: October,15 2026

SUBMITTED TO:	Job Name / Location:
GMS Services 135 W. Central Blvd Orlando, FL 32801 Matt Fisher Phone: (863)-956-6207 Email: mfisher@gmscfl.com	Highland Meadows West Orchid Terrace See tracks and photos

PROPOSAL TO REPLACE SOD ON DESIGNATED AREAS

	Qty	Unit	Unit Cost	TOTAL
Sod (photo 4/tract L)	1	pallet	$400.00	$400.00
Sod (photo 12/tract C)	1	pallet	$400.00	$400.00
Sod (photo 13/tractC)	1	pallet	$400.00	$400.00
Sod (photo 15/tract C)	1	pallet	$400.00	$400.00
Sod (photo 16/tract M)	1	pallet	$400.00	$400.00
Sod (photo 18/tract M)	4	pallet	$400.00	$1,600.00
Sod (photo 21/tract D)	1	pallet	$400.00	$400.00
Sod (photo 22/tract D)	2	pallet	$400.00	$800.00
Sod (photo 28/tract F)	2	pallet	$400.00	$800.00
Sod (photo 30/tract F)	6	pallet	$400.00	$2,400.00
Sod (photo 34/tract B)	2	pallet	$400.00	$800.00
Sod (photo 35/tract B)	3	pallet	$400.00	$1,200.00
			TOTAL	**$10,000.00**

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: America Rodriguez
Date Submitted: October 15, 2026

Accepted by:
Date Accepted: _____

HIGHLAND MEADOWS WEST CDD

Orchid Terrace Stormwater Repairs

Board quick reference | Items for Board Consideration

Why the work is proposed

The district engineer documented erosion, washouts and missing riprap at select locations. The quotes cover rock replacement, fill to restore grade, and sod to stabilize disturbed areas.

PROPOSED WORK	QUOTED COST
Riprap replacement 18 cubic yards across 13 photo locations	**$21,600**
Washout fill 9 photo locations	**$1,650**
Sod replacement 25 pallets across 12 photo locations	**$10,000**
TOTAL AS QUOTED	**$33,250**

Sources: June 30, 2026 District Engineer's Report and three October 2026 Prince & Sons proposals.

Orchid Terrace | Repair Locations



Photo 3 | Tract L

Engineer report PDF page 6

Riprap | 2 cu yd | $2,400 quoted



Photo 4 | Tract L

Engineer report PDF page 6

Fill | 1 cu yd | $75 quoted

Sod | 1 pallet(s) | $400 quoted



Photo 7 | Tract G

Engineer report PDF page 8

Riprap | 1 cu yd | $1,200 quoted

Orchid Terrace | Repair Locations



Photo 11 | Tract F

Engineer report PDF page 10

Riprap | 1 cu yd | $1,200 quoted



Photo 12 | Tract C

Engineer report PDF page 10

Riprap | 1 cu yd | $1,200 quoted

Sod | 1 pallet(s) | $400 quoted



Photo 13 | Tract C

Engineer report PDF page 11

Riprap | 1 cu yd | $1,200 quoted

Sod | 1 pallet(s) | $400 quoted

Orchid Terrace | Repair Locations



Photo 15 | Tract C

Engineer report PDF page 12

Fill | 2 cu yd | $150 quoted

Sod | 1 pallet(s) | $400 quoted



Photo 16 | Tract M

Engineer report PDF page 12

Riprap | 1 cu yd | $1,200 quoted

Sod | 1 pallet(s) | $400 quoted



Photo 17 | Tract M

Engineer report PDF page 13

Riprap | 1 cu yd | $1,200 quoted

Orchid Terrace | Repair Locations



Photo 18 | Tract M

Engineer report PDF page 13

Fill | 5 cu yd | $375 quoted

Sod | 4 pallet(s) | $1,600 quoted



Photo 20 | Tract D

Engineer report PDF page 14

Riprap | 1 cu yd | $1,200 quoted



Photo 21 | Tract D

Engineer report PDF page 15

Riprap | 1 cu yd | $1,200 quoted

Sod | 1 pallet(s) | $400 quoted

Orchid Terrace | Repair Locations



Photo 22 | Tract D

Engineer report PDF page 15

Fill | 2 cu yd | $150 quoted

Sod | 2 pallet(s) | $800 quoted



Photo 27 | Tract F

Engineer report PDF page 18

Riprap | 2 cu yd | $2,400 quoted



Photo 28 | Tract F

Engineer report PDF page 18

Fill | 2 cu yd | $150 quoted

Sod | 2 pallet(s) | $800 quoted

Orchid Terrace | Repair Locations



Photo 29 | Tract F

Engineer report PDF page 19

Riprap | 2 cu yd | $2,400 quoted



Photo 30 | Tract F

Engineer report PDF page 19

Fill | 2 cu yd | $75 quoted

Sod | 6 pallet(s) | $2,400 quoted



Photo 33 | Tract D

Engineer report PDF page 21

Fill | 1 cu yd | $75 quoted

Orchid Terrace | Repair Locations



Photo 34 | Tract B

Engineer report PDF page 21

Riprap | 2 cu yd | $2,400 quoted

Fill | 2 cu yd | $150 quoted

Sod | 2 pallet(s) | $800 quoted



Photo 35 | Tract B

Engineer report PDF page 22

Fill | 6 cu yd | $450 quoted

Sod | 3 pallet(s) | $1,200 quoted



Photo 36 | Tract B

Engineer report PDF page 22

Riprap | 2 cu yd | $2,400 quoted

SECTION iii

QUOTE

Governmental Management Services
219 E Livingston St
ORLANDO FL 32801
USA

Date
Oct 30, 2026

Expiry
Nov 29, 2026

Quote Number
QU-5841

Reference
Highland Meadows West CDD - Swings at 2 areas

Jammin Playgrounds & Outdoor Recreation
4417 13th St, PMB 143
ST.CLOUD FL 34769
UNITED STATES

Highland Meadows West CDD - 1169 Saguaro St, Haines City, FL 33844

TAX EXEMPT
Based on easy access to installation location. No water & electric available. No permit. Jammin is not responsible for any damage to concrete sidewalks, irrigation, landscaping, sod, etc.

Area 1 - 433 Tortugas St, Haines City 33844

Area 2 - 1169 Saguaro St, Haines City 33844.

Description	Quantity	Unit Price	Tax	Amount USD
Supply & Delivery of 2 Seat Elite High Back Bucket Package with Seat, Chain, Clevis Connectors, Tool Color: Green 7ft Swing Beam	1.00	370.64	Tax on Sales	370.64
Supply & Delivery of 2 Seat Elite Belt Package with Seats, Chain, Clevis Connectors, Tool Color: Green 8ft Swing Beam	2.00	234.04	Tax on Sales	468.08
Freight for Swing parts.	1.00	115.00	Tax on Sales	115.00
Installation of (4) Belt seats, (2) Bucket seat, chains, & Clevis on exiting swing beam. *Includes Removal & Disposal of existing Swing seats, chains, & Clevis.	1.00	650.00	Tax on Sales	650.00
Receiving equipment, Storage @ Jammin's shop until job is ready & Delivery to job site for installation. *STORAGE PRICE IS BASED ON PROJECT BEING READY FOR INSTALLATION WITHIN 2-3 WEEKS OF	1.00	25.00	Tax on Sales	25.00

Description	Quantity	Unit Price	Tax	Amount USD
RECEIVING THE EQUIPMENT. IF ANY DELAYS IN INSTALLATION OCCUR AFTER RECEIVING EQUIPMENT (DUE TO CUSTOMER), ADDITIONAL STORAGE FEES @ $50 PER WEEK WILL BE ADDED TO THE FINAL INVOICE.				

Subtotal	1,628.72
TOTAL TAX	0.00
TOTAL USD	**1,628.72**

Terms

Customer agrees to contact all private utilities directly to conduct underground locates prior to Jammin's arrival. Any underground utilities that are damaged during installation will be the responsibility of the customer to fix.
Permit price STARTS at $1,500 PLUS the actual permit cost, depending on location. Price will be adjusted on final invoice. Customer will be responsible for providing any and all documents required for permitting. Any delays will result in additional charges.
If Jammin quotes have expired prior to a PO being issued, prices may need to be adjusted to reflect any price increases from manufacturers and/or freight companies. If any additional permits, such as LDO's or Zoning clearance, are required for building permits to be issued, additional charges may apply. Permit paperwork needs to be filled out & returned to Jammin Playgrounds as quickly as possible. Any delays in returning permit documents may result in price increases. Time is of the essence with any permitting documents needed for submittal.
Exclusions: Excavation, irrigation, sod damage/replacement, concrete sidewalks, underground pipes, etc. Any unforeseen hazards or issues that arise upon arrival to the job site will result in a change order.
Any items not listed herein will NOT be covered.
If customer assumes excavation responsibility for any surfacing project, the warranty for said surfacing will be automatically voided, since Jammin cannot ensure the excavation was done properly to eliminate all grass/weed roots that may grow in the future.
Artificial Turf and Rubber Surfacing are capable of getting hot in direct sunlight, although it does not retain or radiate much heat. Jammin Playgrounds cannot guarantee that grass/weeds will not grow through the drainage holes. Reflection from windows, highly reflective or shiny surfaces, or glass top tables can create a magnifying affect and melt the turf or damage rubber surfacing. Compression causes the fibers on artificial turf to lay down and that is considered normal wear & tear.
Shade Installation price is based on footer information provided. If footer dimensions change due to permitting or engineered drawings, a change order will be issued.
Customer is responsible for providing site plan and/or recent survey if permitting requires. Some additional charges may be added if permitting office requires architect drawings to show setbacks. Customer is also responsible for any CAD drawings that are requested for permitting.
*IF YOU WOULD LIKE TO ACCEPT THIS QUOTE, PLEASE SIGN AND RETURN TO Sandra@JamNPlay.com. A 50% DEPOSIT WILL BE REQUIRED PRIOR TO ANY EQUIPMENT BEING PURCHASED BY JAMMIN PLAYGROUNDS (UNLESS OTHERWISE STATED).
*Any cancellations for approved projects may result in restocking fees and/or additional charges for items already purchased.
In the unlikely event that Jammin Playgrounds is required to file a civil action or institute any collection effects against a customer, customer agrees to pay any and all cost, fees, expenses and attorney fees incurred by Jammin Playgrounds regardless of whether suit is actually filed and including but not limited to any and all costs, fees, expenses, and attorney fees incurred on appeal or in any post judgement collection efforts or proceedings.

Signature:_____

Title:_____

Date:_____





SECTION D

SECTION i

Highland Meadows West
Community Development District

Summary of Check Register

September 8, 2026 to November 9, 2026

Fund	Date	Check No.'s		Amount
General Fund				
	9/10/26	829	$	450.00
	9/16/26	830-832	$	585.50
	9/24/26	833-838	$	21,854.08
	10/8/26	839	$	575.00
	10/15/26	840-845	$	28,782.44
	10/22/26	846-849	$	8,063.47
	10/29/26	850-851	$	1,424.33
	11/4/26	852	$	2,166.50
		Autodrafts	$	3,847.91
			$	67,749.23
Supervisors - September 2026				
	Kristin K Cassidy	50036	$	184.70
	Lindsey E Roden	50037	$	150.00
	Bobbie J Shockley	50038	$	150.00
	Jessica M Spencer	50039	$	184.70
			$	669.40
		Total Amount	**$**	**68,418.63**

*** CHECK DATES 09/08/2026 - 11/09/2026 *** HIGHLAND MEADOWS WEST-GF
BANK A HIGHLAND MEADOW WEST

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/10/26	00029	9/08/26	6170-09- SPECIAL ASSESS BONDS S19	202609	310-51300-31200		*	450.00		
						AMTEC			450.00	000829
9/16/26	00052	8/27/26	18837 CLEANING SVCS-AUG26	202608	320-53800-48200		*	300.00		
		8/27/26	18837 EXTRA DOGGIE BAGS-08/20	202608	320-53800-48200		*	10.00		
						CLEAN STAR SERVICES OF CENTRAL FL			310.00	000830
9/16/26	00036	9/14/26	15966 ATTORNEY SVCS-AUG26	202608	310-51300-31500		*	179.50		
						KILINSKI VAN WYK PLLC			179.50	000831
9/16/26	00026	9/01/26	26252 MONTHLY FUEL CHARGE	202609	320-53800-46200		*	96.00		
						PRINCE & SONS INC.			96.00	000832
9/24/26	00048	9/11/26	28822 CDVI PROXIMITY CARD 1/PK	202609	330-53800-34500		*	71.40		
						CURRENT DEMANDS ELECTRICAL &			71.40	000833
9/24/26	00037	9/22/26	22503955 ENGINEERING SVCS- AUG26	202608	310-51300-31100		*	200.03		
						DEWBERRY ENGINEERS, INC			200.03	000834
9/24/26	00011	9/15/26	34087 FY27 INSURANCE POLICY	202609	300-15500-10000		*	11,554.00		
						EGIS INSURANCE ADVISORS, LLC			11,554.00	000835
9/24/26	00001	9/01/26	300 TREE INSPECTION-SEP26	202609	320-53800-46500		*	885.42		
		9/01/26	301 FIELD MANAGEMENT-SEP26	202609	320-53800-12000		*	858.33		
		9/01/26	302 MANAGEMENT FEES-SEP26	202609	310-51300-34000		*	3,862.50		
		9/01/26	302 WEBSITE MANAGEMENT-SEP26	202609	310-51300-35200		*	108.17		
		9/01/26	302 INFORMATION TECH-SEP26	202609	310-51300-35100		*	162.25		
		9/01/26	302 DISSEMINATION SVCS-SEP26	202609	310-51300-31300		*	540.75		
		9/01/26	302 OFFICE SUPPLIESSEP26	202609	310-51300-51000		*	.45		
		9/01/26	302 POSTAGE	202609	310-51300-42000		*	11.75		
						GOVERNMENTAL MANAGEMENT SERVICES-CF			6,429.62	000836

*** CHECK DATES 09/08/2026 - 11/09/2026 *** HIGHLAND MEADOWS WEST-GF
BANK A HIGHLAND MEADOW WEST

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/24/26	00070	9/22/26	100964	202609	320-53800-48100		*	3,215.43		
			HOLIDAY DECORATIONS							
						TPG LIGHTING LLC			3,215.43	000837
9/24/26	00063	9/22/26	09222026	202609	300-21700-10000		*	244.80		
			Q3 2026 IRS TAX PAYMENT							
		9/22/26	09222026	202609	300-21800-10000		*	138.80		
			Q3 2026 IRS TAX PAYMENT							
						UNITED STATES TREASURY			383.60	000838
10/08/26	00071	9/28/26	1238	202609	320-53800-47400		*	575.00		
			7 PARKING SPACES							
						1-800 STRIPER OF LAKELAND			575.00	000839
10/15/26	00005	10/01/26	95506	202610	310-51300-54000		*	175.00		
			SPECIAL DISTRICT FEE-FY27							
						FLORIDA DEPARTMENT OF COMMERCE			175.00	000840
10/15/26	00037	10/08/26	22505794	202609	310-51300-31100		*	927.50		
			ENGINEERING SVCS-SEP26							
						DEWBERRY ENGINEERS, INC			927.50	000841
10/15/26	00001	10/01/26	304	202610	310-51300-34000		*	4,055.67		
			MANAGEMENT FEES-OCT26							
		10/01/26	304	202610	310-51300-35200		*	113.58		
			WEBSITE MANAGEMENT-OCT26							
		10/01/26	304	202610	310-51300-35100		*	170.33		
			INFORMATION TECH-OCT26							
		10/01/26	304	202610	310-51300-31300		*	567.75		
			DISSEMINATION SVCS-OCT26							
		10/01/26	304	202610	310-51300-51000		*	.36		
			OFFICE SUPLIES							
		10/01/26	304	202610	310-51300-42000		*	18.65		
			POSTAGE							
		10/01/26	305	202610	320-53800-12000		*	901.25		
			FIELD MANAGEMENT-OCT26							
		10/01/26	309	202610	320-53800-46500		*	929.67		
			TREE INSPECTION-OCT26							
		10/08/26	308	202610	310-51300-31700		*	5,408.00		
			ASSESSMENT ROLL-FY27							
						GOVERNMENTAL MANAGEMENT SERVICES-CF			12,165.26	000842
10/15/26	00036	10/08/26	16204	202609	310-51300-31500		*	2,291.52		
			ATTORNEY SVCS-SEP26							
						KILINSKI VAN WYK PLLC			2,291.52	000843

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	...EXPENSED TO... YRMO	DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
10/15/26	00072	9/28/26	527386	202609	320-53800-47400			*	1,133.00		
			REPLACE ALUMINUM PANEL								
							MY FENCE COMPANY LLC			1,133.00	000844
10/15/26	00031	10/12/26	4652454	202610	300-15500-10000			*	5,762.62		
			1% ADMIN FEE DEBT FY27								
		10/12/26	4652455	202610	300-15500-10000			*	6,327.54		
			1% ADMIN FEE MAINT FY27								
							POLK COUNTY PROPERTY APPRAISER			12,090.16	000845
10/22/26	00052	9/25/26	19104	202609	320-53800-48200			*	300.00		
			CLEANING SVCS-SEP26								
							CLEAN STAR SERVICES OF CENTRAL FL			300.00	000846
10/22/26	00001	9/30/26	306	202609	320-53800-47400			*	422.57		
			REPLACE STREET SIGNS								
		9/30/26	307	202609	320-53800-47400			*	2,115.00		
			SOFT WASH WALLS								
							GOVERNMENTAL MANAGEMENT SERVICES-CF			2,537.57	000847
10/22/26	00026	10/01/26	26800	202610	320-53800-46200			*	4,838.00		
			LANDSCAPE MAINT-OCT26								
							PRINCE & SONS INC.			4,838.00	000848
10/22/26	00068	9/30/26	00079090	202609	310-51300-48000			*	387.90		
			NOT OF BOS MTG 09/23								
							USE TODAY MEDIA CORP			387.90	000849
10/29/26	00001	8/31/26	303	202608	320-53800-47400			*	1,345.28		
			GENERAL MAINTENANCE-AUG26								
							GOVERNMENTAL MANAGEMENT SERVICES-CF			1,345.28	000850
10/29/26	00026	10/16/26	27193	202610	320-53800-47300			*	79.05		
			REPLACE SPRAY/NOZZLES								
							PRINCE & SONS INC.			79.05	000851
11/04/26	00026	10/16/26	27177	202610	320-53800-46300			*	1,562.50		
			INSTALL MULCH								
		10/16/26	27194	202610	320-53800-46300			*	604.00		
			INSTALL MULCH								
							PRINCE & SONS INC.			2,166.50	000852
								TOTAL FOR BANK A	63,901.32		

*** CHECK DATES 09/08/2026 - 11/09/2026 *** HIGHLAND MEADOWS WEST-GF
BANK Z GENERAL FUND AUTOPAY

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	...EXPENSED TO... YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
9/10/26	00020	8/31/26	9041-08. 1141 CATSKILL-AUG.26	202608	320	53800	43200			*	104.27		
									CITY OF HAINES CITY			104.27	080094
9/10/26	00020	8/31/26	9042-08. 809 TETON ST-AUG.26	202608	320	53800	43200			*	29.50		
									CITY OF HAINES CITY			29.50	080095
9/14/26	00021	9/02/26	0526-08. 0 ORCHID DR-AUG.26	202608	320	53800	43100			*	1,370.68		
									DUKE ENERGY			1,370.68	080096
9/14/26	00021	9/11/26	0279-08. 407 TORTUGAS ST-AUG.26	202608	320	53800	43000			*	63.03		
									DUKE ENERGY			63.03	080097
9/14/26	00021	9/11/26	7019-08. 103 DENALI ST-AUG.26	202608	320	53800	43000			*	32.64		
									DUKE ENERGY			32.64	080098
9/14/26	00021	9/14/26	9771-08. 00 ORCHID DR-AUG.26	202608	320	53800	43100			*	158.44		
									DUKE ENERGY			158.44	080099
9/30/26	00021	9/28/26	0039-09. 2500 ORCHID DR-SEP.26	202609	320	53800	43000			*	443.99		
									DUKE ENERGY			443.99	080100
9/30/26	00021	9/28/26	0740-09. 2501 ORCHID DR-SEP.26	202609	320	53800	43000			*	131.73		
									DUKE ENERGY			131.73	080101
10/28/26	00020	9/30/26	9041-09. 1141 CATSKILL DR-SEP.26	202609	320	53800	43200			*	104.27		
									CITY OF HAINES CITY			104.27	080102
10/28/26	00020	9/30/26	9042-09. 809 TETON ST-SEP.26	202609	320	53800	43200			*	29.50		
									CITY OF HAINES CITY			29.50	080103
10/28/26	00021	10/02/26	0526-09. 0 ORCHID DR-SEP.26	202609	320	53800	43100			*	1,379.86		
									DUKE ENERGY			1,379.86	080104
									TOTAL FOR BANK Z		3,847.91		

*** CHECK DATES 09/08/2026 - 11/09/2026 *** HIGHLAND MEADOWS WEST-GF
BANK Z GENERAL FUND AUTOPAY

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	YRMO	...EXPENSED TO... DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
									TOTAL FOR REGISTER		67,749.23		

SECTION ii

Highland Meadows West

Community Development District

Unaudited Financial Reporting

September 30, 2026

Table of Contents

1	Balance Sheet
2-3	General Fund
4	Debt Service Fund Series 2019
5	Debt Service Fund Series 2020 A2
6	Debt Service Fund Series 2020 A3
7	Capital Reserve Fund
8-9	Month to Month
10	Long Term Debt Report
11	Assessment Receipt Schedule

Highland Meadows West

Community Development District

Combined Balance Sheet

September 30, 2026

	General Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:				
Cash:				
Operating Account	$ 125,508	$ -	$ -	$ 125,508
State Board of Administration	$ 485,673	$ -	$ -	$ 485,673
Money Market Funds	$ -	$ -	$ 195,883	$ 195,883
Investments:				
Series 2019				
Reserve	$ -	$ 160,125	$ -	$ 160,125
Revenue	$ -	$ 323,302	$ -	$ 323,302
Prepayment	$ -	$ 1,220	$ -	$ 1,220
Series 2020A2				
Reserve	$ -	$ 78,728	$ -	$ 78,728
Revenue	$ -	$ 95,526	$ -	$ 95,526
Prepayment	$ -	$ 1	$ -	$ 1
Series 2020A3				
Reserve	$ -	$ 27,886	$ -	$ 27,886
Revenue	$ -	$ 45,107	$ -	$ 45,107
Prepayment	$ -	$ 1	$ -	$ 1
Assessments Receivable	$ 2,187	$ 1,992	$ -	$ 4,179
Prepaid Expenses	$ 20,099	$ -	$ -	$ 20,099
Total Assets	**$ 633,466**	**$ 733,888**	**$ 195,883**	**$ 1,563,237**
Liabilities:				
Accounts Payable	$ 11,553	$ -	$ -	$ 11,553
Total Liabilities	**$ 11,553**	**$ -**	**$ -**	**$ 11,553**
Fund Balance:				
Nonspendable:				
Prepaid Items	$ 20,099	$ -	$ -	$ 20,099
Restricted for:				
Debt Service - Series 2019	$ -	$ 485,846	$ -	$ 485,846
Debt Service - Series 2020A2	$ -	$ 174,841	$ -	$ 174,841
Debt Service - Series 2020A3	$ -	$ 73,201	$ -	$ 73,201
Assigned for:				
Capital Reserves	$ -	$ -	$ 195,883	$ 195,883
Unassigned	$ 601,814	$ -	$ -	$ 601,814
Total Fund Balances	**$ 621,913**	**$ 733,888**	**$ 195,883**	**$ 1,551,683**
Total Liabilities & Fund Balance	$ 633,466	$ 733,888	$ 195,883	$ 1,563,237

Highland Meadows West

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments - Tax Roll	$ 588,462	$ 588,462	$ 592,815	$ 4,354
Interest Income	$ 4,768	$ 4,768	$ 20,700	$ 15,932
Other Revenue	$ -	$ -	$ 18,798	$ 18,798
Total Revenues	**$ 593,229**	**$ 593,229**	**$ 632,313**	**$ 39,084**
Expenditures:				
General & Administrative:				
Supervisor Fees	$ 12,000	$ 12,000	$ 4,800	$ 7,200
Employer FICA Expense	$ 918	$ 918	$ 367	$ 551
Engineering	$ 15,000	$ 15,000	$ 6,580	$ 8,420
District Counsel	$ 18,961	$ 18,961	$ 10,022	$ 8,939
Annual Audit	$ 3,100	$ 3,100	$ 3,100	$ -
Assessment Administration	$ 5,408	$ 5,408	$ 5,408	$ (1)
Arbitrage	$ 900	$ 900	$ 900	$ -
Dissemination	$ 6,489	$ 6,489	$ 6,489	$ -
Trustee Fees	$ 11,141	$ 11,141	$ 10,663	$ 479
Management Fees	$ 46,350	$ 46,350	$ 46,350	$ -
Information Technology	$ 1,947	$ 1,947	$ 1,947	$ (0)
Website Maintenance	$ 1,298	$ 1,298	$ 1,298	$ (0)
Postage & Delivery	$ 970	$ 970	$ 532	$ 438
Office Supplies	$ 500	$ 500	$ 4	$ 496
Copies	$ 500	$ 500	$ 128	$ 372
Insurance	$ 7,626	$ 7,626	$ 7,029	$ 597
Legal Advertising	$ 2,500	$ 2,500	$ 2,999	$ (499)
Other Current Charges	$ 972	$ 972	$ 452	$ 520
Dues, Licenses & Subscriptions	$ 175	$ 175	$ 175	$ -
Subtotal General & Administrative	**$ 136,754**	**$ 136,754**	**$ 109,243**	**$ 27,512**

Highland Meadows West

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Operations & Maintenance				
Field Expenditures				
Property Insurance	$ 7,907	$ 7,907	$ 4,878	$ 3,029
Field Management	$ 10,300	$ 10,300	$ 10,300	$ -
Interlocal Amenity Agreement	$ 104,336	$ 104,336	$ 104,336	$ -
Landscape Maintenance	$ 57,938	$ 57,938	$ 58,483	$ (545)
Landscape Replacement	$ 18,000	$ 18,000	$ 13,490	$ 4,510
Right of Way Tree Inspections	$ 10,625	$ 10,625	$ 10,625	$ (0)
Right of Way Tree Replacements	$ 133,000	$ 133,000	$ -	$ 133,000
Streetlights	$ 22,869	$ 22,869	$ 18,826	$ 4,043
Electric	$ 7,928	$ 7,928	$ 7,122	$ 806
Water & Sewer	$ 5,940	$ 5,940	$ 1,935	$ 4,005
Sidewalk & Asphalt Maintenance	$ 2,500	$ 2,500	$ -	$ 2,500
Irrigation Repairs	$ 6,000	$ 6,000	$ 1,777	$ 4,223
General Repairs & Maintenance	$ 18,000	$ 18,000	$ 17,366	$ 634
Janitorial	$ 3,600	$ 3,600	$ 3,330	$ 270
Holiday Decorations	$ 6,500	$ 6,500	$ 6,500	$ -
Contingency	$ 7,500	$ 7,500	$ 7,955	$ (455)
Subtotal Operations & Maintenance	**$ 422,942**	**$ 422,942**	**$ 266,922**	**$ 156,020**
Total Expenditures	**$ 559,696**	**$ 559,697**	**$ 376,165**	**$ 183,532**
Excess (Deficiency) of Revenues over Expenditures	$ 33,533	$ 33,533	$ 256,149	$ 222,616
Other Financing Sources/(Uses):				
Transfer In/(Out) - Capital Reserves	$ (33,533)	$ (33,533)	$ (33,533)	$ -
Total Other Financing Sources/(Uses)	**$ (33,533)**	**$ (33,533)**	**$ (33,533)**	**$ -**
Net Change in Fund Balance	**$ -**		**$ 222,616**	
Fund Balance - Beginning	$ -		$ 399,297	
Fund Balance - Ending	$ -		$ 621,913	

Highland Meadows West

Community Development District

Debt Service Fund Series 2019

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments	$ 322,524	$ 322,524	$ 324,911	$ 2,386
Interest Income	$ 8,056	$ 8,056	$ 15,636	$ 7,579
Total Revenues	**$ 330,580**	**$ 330,580**	**$ 340,546**	**$ 9,966**
Expenditures:				
Interest - 11/1	$ 109,319	$ 109,319	$ 109,319	$ -
Principal - 11/1	$ 100,000	$ 100,000	$ 100,000	$ -
Interest - 5/1	$ 107,256	$ 107,256	$ 107,256	$ -
Total Expenditures	**$ 316,575**	**$ 316,575**	**$ 316,575**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	$ 14,005	$ 14,005	$ 23,971	$ 9,966
Net Change in Fund Balance	**$ 14,005**		**$ 23,971**	
Fund Balance - Beginning	$ 298,981		$ 461,875	
Fund Balance - Ending	$ 312,986		$ 485,846	

Highland Meadows West

Community Development District

Debt Service Fund Series 2020 A2

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments	$ 157,625	$ 157,625	$ 158,791	$ 1,166
Interest Income	$ 3,566	$ 3,566	$ 6,536	$ 2,971
Total Revenues	**$ 161,190**	**$ 161,190**	**$ 165,327**	**$ 4,137**
Expenditures:				
Interest - 11/1	$ 46,572	$ 46,572	$ 46,572	$ -
Principal - 5/1	$ 65,000	$ 65,000	$ 65,000	$ -
Interest - 5/1	$ 46,572	$ 46,572	$ 46,572	$ -
Total Expenditures	**$ 158,144**	**$ 158,144**	**$ 158,144**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	$ 3,046	$ 3,046	$ 7,183	$ 4,137
Net Change in Fund Balance	**$ 3,046**		**$ 7,183**	
Fund Balance - Beginning	$ 88,087		$ 167,658	
Fund Balance - Ending	$ 91,133		$ 174,841	

Highland Meadows West

Community Development District

Debt Service Fund Series 2020 A3

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments	$ 55,775	$ 55,775	$ 56,188	$ 413
Interest Income	$ 1,370	$ 1,370	$ 2,610	$ 1,240
Total Revenues	**$ 57,145**	**$ 57,145**	**$ 58,798**	**$ 1,653**
Expenditures:				
Interest - 11/1	$ 16,059	$ 16,059	$ 16,059	$ -
Principal - 5/1	$ 20,000	$ 20,000	$ 20,000	$ -
Interest - 5/1	$ 16,059	$ 16,059	$ 16,059	$ -
Total Expenditures	**$ 52,119**	**$ 52,119**	**$ 52,119**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	$ 5,027	$ 5,027	$ 6,679	$ 1,653
Net Change in Fund Balance	**$ 5,027**		**$ 6,679**	
Fund Balance - Beginning	$ 38,317		$ 66,522	
Fund Balance - Ending	$ 43,343		$ 73,201	

Highland Meadows West

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Interest Income	$ 2,075	$ 2,075	$ 5,564	$ 3,489
Total Revenues	**$ 2,075**	**$ 2,075**	**$ 5,564**	**$ 3,489**
Expenditures:				
Capital Outlay	$ -	$ -	$ -	$ -
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	**$ 2,075**	**$ 2,075**	**$ 5,564**	**$ 3,489**
Other Financing Sources/(Uses)				
Transfer In/(Out)	$ 33,533	$ 33,533	$ 33,533	$ -
Total Other Financing Sources (Uses)	**$ 33,533**	**$ 33,533**	**$ 33,533**	**$ -**
Net Change in Fund Balance	**$ 35,608**		**$ 39,097**	
Fund Balance - Beginning	$ 146,233		$ 156,786	
Fund Balance - Ending	$ 181,841		$ 195,883	

Highland Meadows West

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments - Tax Roll	$ -	$ 20,202	$ 552,632	$ 2,416	$ 4,125	$ 2,778	$ 5,623	$ 1,403	$ 1,445	$ 5	$ -	$ 2,187	$ 592,815
Interest Income	$ 1,004	$ 727	$ 684	$ 1,456	$ 2,393	$ 2,448	$ 2,170	$ 2,139	$ 2,018	$ 1,965	$ 1,881	$ 1,815	$ 20,700
Other Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,645	$ 30	$ -	$ -	$ 15,123	$ -	$ 18,798
Total Revenues	**$ 1,004**	**$ 20,929**	**$ 553,317**	**$ 3,872**	**$ 6,518**	**$ 5,226**	**$ 11,438**	**$ 3,572**	**$ 3,463**	**$ 1,969**	**$ 17,004**	**$ 4,002**	**$ 632,313**
Expenditures:													
General & Administrative:													
Supervisor Fees	$ 800	$ -	$ -	$ 800	$ -	$ 800	$ 800	$ -	$ -	$ 800	$ -	$ 800	$ 4,800
Employer FICA Expense	$ 61	$ -	$ -	$ 61	$ -	$ 61	$ 61	$ -	$ -	$ 61	$ -	$ 61	$ 367
Engineering	$ 425	$ -	$ -	$ 300	$ -	$ 1,128	$ 438	$ -	$ 2,250	$ 913	$ 200	$ 928	$ 6,580
District Counsel	$ 1,136	$ 137	$ 142	$ 709	$ 367	$ 1,182	$ 1,874	$ -	$ 513	$ 1,492	$ 180	$ 2,292	$ 10,022
Annual Audit	$ -	$ -	$ -	$ -	$ -	$ 3,100	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,100
Assessment Administration	$ 5,408	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,408
Arbitrage	$ -	$ -	$ -	$ -	$ 450	$ -	$ -	$ -	$ -	$ -	$ -	$ 450	$ 900
Dissemination	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 541	$ 6,489
Trustee Fees	$ 4,840	$ -	$ -	$ -	$ -	$ 4,117	$ -	$ 1,706	$ -	$ -	$ -	$ -	$ 10,663
Management Fees	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 3,863	$ 46,350
Information Technology	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 162	$ 1,947
Website Maintenance	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 108	$ 1,298
Postage & Delivery	$ 33	$ 9	$ 5	$ 373	$ 8	$ 40	$ 9	$ 10	$ 6	$ 4	$ 22	$ 12	$ 532
Office Supplies	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 4
Copies	$ 26	$ 18	$ -	$ -	$ -	$ -	$ 8	$ 48	$ -	$ -	$ 28	$ -	$ 128
Insurance	$ 7,029	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,029
Legal Advertising	$ 280	$ -	$ 1,030	$ -	$ -	$ 321	$ -	$ 254	$ -	$ 727	$ -	$ 388	$ 2,999
Other Current Charges	$ -	$ -	$ 18	$ 44	$ 41	$ 41	$ 57	$ 56	$ 41	$ 56	$ 41	$ 57	$ 452
Dues, Licenses & Subscriptions	$ 175	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 175
Total General & Administrative	**$ 24,887**	**$ 4,839**	**$ 5,869**	**$ 6,961**	**$ 5,541**	**$ 15,463**	**$ 7,920**	**$ 6,748**	**$ 7,484**	**$ 8,725**	**$ 5,145**	**$ 9,661**	**$ 109,243**

Highland Meadows West

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operations & Maintenance													
Field Expenditures													
Property Insurance	$ 4,878	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,878
Field Management	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 858	$ 10,300
Interlocal Amenity Agreement	$ -	$ -	$ -	$ -	$ 104,336	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 104,336
Landscape Maintenance	$ 4,687	$ 4,838	$ 4,838	$ 4,838	$ 4,838	$ 4,838	$ 4,838	$ 4,983	$ 4,983	$ 4,934	$ 4,934	$ 4,934	$ 58,483
Landscape Replacement	$ 12,665	$ -	$ -	$ -	$ -	$ -	$ -	$ 825	$ -	$ -	$ -	$ -	$ 13,490
Right of Way Tree Inspections	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 885	$ 10,625
Right of Way Tree Replacements	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Streetlights	$ 1,575	$ 1,575	$ 1,587	$ 1,539	$ 1,538	$ 1,538	$ 1,538	$ 1,529	$ 1,529	$ 1,521	$ 1,529	$ 1,826	$ 18,826
Electric	$ 629	$ 696	$ 893	$ 678	$ 554	$ 419	$ 437	$ 459	$ 581	$ 577	$ 528	$ 671	$ 7,122
Water & Sewer	$ 265	$ 172	$ 304	$ 210	$ 137	$ 89	$ 70	$ 118	$ 180	$ 124	$ 134	$ 134	$ 1,935
Sidewalk & Asphalt Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Irrigation Repairs	$ 124	$ 489	$ 183	$ -	$ -	$ -	$ 176	$ 189	$ 491	$ 125	$ -	$ -	$ 1,777
General Repairs & Maintenance	$ 2,881	$ -	$ 330	$ 275	$ 497	$ 4,529	$ 880	$ 448	$ 1,922	$ 13	$ 1,345	$ 4,246	$ 17,366
Janitorial	$ 100	$ 100	$ 320	$ 310	$ 300	$ 320	$ 330	$ 300	$ 310	$ 330	$ 310	$ 300	$ 3,330
Holiday Decorations	$ 6,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,500
Contingency	$ -	$ 5	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,878	$ -	$ 71	$ 7,955
Total Operations & Maintenance	**$ 36,047**	**$ 9,619**	**$ 10,198**	**$ 9,593**	**$ 113,945**	**$ 13,477**	**$ 10,013**	**$ 10,595**	**$ 11,740**	**$ 17,247**	**$ 10,524**	**$ 13,926**	**$ 266,922**
Total Expenditures	**$ 60,933**	**$ 14,458**	**$ 16,067**	**$ 16,554**	**$ 119,485**	**$ 28,940**	**$ 17,933**	**$ 17,343**	**$ 19,224**	**$ 25,972**	**$ 15,669**	**$ 23,587**	**$ 376,165**
Excess (Deficiency) of Revenues over Expenditures	$ (59,930)	$ 6,472	$ 537,249	$ (12,682)	$ (112,967)	$ (23,714)	$ (6,495)	$ (13,771)	$ (15,761)	$ (24,003)	$ 1,335	$ (19,585)	$ 256,149
Other Financing Sources/Uses:													
Transfer In/(Out) - Capital Reserves	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (33,533)	$ -	$ -	$ -	$ (33,533)
Total Other Financing Sources/Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (33,533)**	**$ -**	**$ -**	**$ -**	**$ (33,533)**
Net Change in Fund Balance	**$ (59,930)**	**$ 6,472**	**$ 537,249**	**$ (12,682)**	**$ (112,967)**	**$ (23,714)**	**$ (6,495)**	**$ (13,771)**	**$ (49,294)**	**$ (24,003)**	**$ 1,335**	**$ (19,585)**	**$ 222,616**

Highland Meadows West
Community Development District
Long Term Debt Report

SERIES 2019, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	4.000%, 4.125%, 4.875%, 5.000%	
MATURITY DATE:	11/1/2049	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	$160,125	
RESERVE FUND BALANCE	$160,125	
BONDS OUTSTANDING - 04/25/19		$6,385,000
LESS: SPECIAL CALL - 05/01/20		($500,000)
LESS: SPECIAL CALL - 08/01/20		($885,000)
LESS: PRINCIPAL PAYMENT - 11/01/20		($105,000)
LESS: SPECIAL CALL - 11/01/20		($30,000)
LESS: PRINCIPAL PAYMENT - 11/01/21		($85,000)
LESS: PRINCIPAL PAYMENT - 11/01/22		($90,000)
LESS: PRINCIPAL PAYMENT - 11/01/23		($90,000)
LESS: PRINCIPAL PAYMENT - 11/01/24		($95,000)
LESS: PRINCIPAL PAYMENT - 11/01/25		($100,000)
CURRENT BONDS OUTSTANDING		**$4,405,000**

SERIES 2020 ASSESSMENT AREA 2, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	2.875%, 3.250%, 3.625%, 4.000%	
MATURITY DATE:	5/1/2050	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	$78,728	
RESERVE FUND BALANCE	$78,728	
BONDS OUTSTANDING - 02/18/20		$2,770,000
LESS: PRINCIPAL PAYMENT - 05/01/22		($55,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		($60,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		($60,000)
LESS: PRINCIPAL PAYMENT - 05/01/25		($60,000)
LESS: PRINCIPAL PAYMENT - 05/01/26		($65,000)
CURRENT BONDS OUTSTANDING		**$2,470,000**

SERIES 2020 ASSESSMENT AREA 3, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	2.875%, 3.250%, 3.625%, 4.000%	
MATURITY DATE:	5/1/2050	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	$27,886	
RESERVE FUND BALANCE	$27,886	
BONDS OUTSTANDING - 02/18/20		$955,000
LESS: PRINCIPAL PAYMENT - 05/01/21		($20,000)
LESS: PRINCIPAL PAYMENT - 05/01/22		($20,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		($20,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		($20,000)
LESS: PRINCIPAL PAYMENT - 05/01/25		($20,000)
LESS: PRINCIPAL PAYMENT - 05/01/26		($20,000)
CURRENT BONDS OUTSTANDING		**$835,000**

HIGHLAND MEADOWS WEST

COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Receipts

Fiscal Year 2026

ON ROLL ASSESSMENTS

Gross Assessments	$ 632,753.94	$ 346,800.16	$ 169,488.80	$ 59,972.96	$ 1,209,015.86
Net Assessments	$ 588,461.16	$ 322,524.15	$ 157,624.58	$ 55,774.85	$ 1,124,384.75
	52.34%	28.68%	14.02%	4.96%	100.00%

Date	*Distribution*	*Gross Amount*	*Property Appraiser*	*Discount/Penalty*	*Commission*	*Interest*	*Net Receipts*	*General Fund*	*2019 Debt Service*	*2020 Debt Service AA2*	*2020 Debt Service AA3*	*Total*
11/14/25	10/01-10/31/25	$2,735.33	$0.00	($109.42)	($52.52)	$0.00	$2,573.39	$1,346.82	$738.16	$360.76	$127.65	$2,573.39
11/21/25	11/01-11/07/25	$27,353.30	$0.00	($1,094.09)	($525.18)	$0.00	$25,734.03	$13,468.23	$7,381.68	$3,607.59	$1,276.53	$25,734.03
11/26/25	11/08-11/15/25	$10,941.32	$0.00	($437.64)	($210.07)	$0.00	$10,293.61	$5,387.30	$2,952.67	$1,443.03	$510.61	$10,293.61
12/08/25	11/16-11/25/25	$27,353.30	$0.00	($3,720.01)	($472.67)	$0.00	$23,160.62	$12,121.40	$6,643.51	$3,246.83	$1,148.88	$23,160.62
12/17/25	INV#4652305	$0.00	($5,762.62)	$0.00	$0.00	$0.00	($5,762.62)	($3,015.94)	($1,652.98)	($807.85)	($285.85)	($5,762.62)
12/17/25	INV#4652306	$0.00	($6,327.54)	$0.00	$0.00	$0.00	($6,327.54)	($3,311.60)	($1,815.02)	($887.04)	($313.88)	($6,327.54)
12/19/25	11/26-11/30/25	$1,099,602.66	$0.00	($43,982.43)	($21,112.40)	$0.00	$1,034,507.83	$541,422.93	$296,743.40	$145,024.97	$51,316.53	$1,034,507.83
12/31/25	12/01-12/15/25	$10,941.32	$0.00	($382.95)	($211.17)	$0.00	$10,347.20	$5,415.34	$2,968.04	$1,450.55	$513.27	$10,347.20
01/09/26	12/16-12/31/25	$2,735.33	$0.00	($82.08)	($53.07)	$0.00	$2,600.18	$1,360.84	$745.85	$364.51	$128.98	$2,600.18
01/29/26	10/01-12/31/25	$0.00	$0.00	$0.00	$0.00	$2,016.29	$2,016.29	$1,055.25	$578.36	$282.66	$100.02	$2,016.29
02/13/26	01/01-01/30/26	$8,205.99	$0.00	($164.12)	($160.84)	$0.00	$7,881.03	$4,124.64	$2,260.63	$1,104.82	$390.94	$7,881.03
03/13/26	02/01-02/28/26	$5,415.96	$0.00	$0.00	($108.32)	$0.00	$5,307.64	$2,777.83	$1,522.47	$744.06	$263.28	$5,307.64
04/17/26	03/01-03/31/26	$10,941.32	$0.00	$0.00	($218.83)	$0.00	$10,722.49	$5,611.75	$3,075.69	$1,503.16	$531.89	$10,722.49
04/30/26	01/01-01/31/26	$0.00	$0.00	$0.00	$0.00	$7.99	$7.99	$4.18	$2.29	$1.12	$0.40	$7.99
04/30/26	02/01-03/31/26	$0.00	$0.00	$0.00	$0.00	$13.05	$13.05	$6.83	$3.74	$1.83	$0.65	$13.05
05/13/26	04/01-04/30/26	$2,735.33	$0.00	$0.00	($54.71)	$0.00	$2,680.62	$1,402.94	$768.92	$375.79	$132.97	$2,680.62
06/15/26	05/01-05/31/26	$2,817.39	$0.00	$0.00	($56.35)	$0.00	$2,761.04	$1,445.03	$791.99	$387.06	$136.96	$2,761.04
07/31/26	04/01-06/30/26	$9.05	$0.00	$0.00	$0.00	$0.00	$9.05	$4.73	$2.60	$1.27	$0.45	$9.05
11/02/26	Excess	$4,178.58	$0.00	$0.00	$0.00	$0.00	$4,178.58	$2,186.92	$1,198.60	$585.78	$207.28	$4,178.58
	TOTAL	**$ 1,215,966.18**	**$ (12,090.16)**	**$ (49,972.74)**	**$ (23,236.13)**	**$ 2,037.33**	**$ 1,132,704.48**	**$ 592,815.42**	**$ 324,910.60**	**$ 158,790.90**	**$ 56,187.56**	**$ 1,132,704.48**

101%	**Net Percent Collected**
0	**Balance Remaining to Collect**