Davenport Road South Community Development District

Agenda

July 20, 2023

Agenda

Davenport Road South Community Development District

219 East Livingston Street, Orlando, Florida 32801 Phone: 407-841-5524 – Fax: 407-839-1526

July 13, 2023

Board of Supervisors Davenport Road South Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of **Davenport Road South Community Development District** will be held **Thursday**, **July 20**, **2023** at **11:30 AM** at the **Holiday Inn**–Winter Haven, **200** Cypress Gardens Blvd., Winter Haven, FL 33880.

Those members of the public wishing to attend the meeting can do so using the information below:

Zoom Video Link: <u>https://us06web.zoom.us/j/93981231590</u> Zoom Call-In Information: 1-646-876-9923 Meeting ID: 939 8123 1590

Following is the advance agenda for the meeting:

- 1. Roll Call
- 2. Public Comment Period
- 3. Approval of Minutes of the May 18, 2023 Board of Supervisors Meeting
- 4. Consideration of Resolution 2023-08 Appointing an Assistant Treasurer
- 5. Consideration of Proposed Increase Service for Pool Maintenance
- 6. Consideration of Prposal for Additional Pond Mows
- 7. Staff Reports
 - A. Attorney
 - i. Presenation of Memo Regarding Ethics Training
 - B. Engineer
 - i. Presentation of Annual Engineer's Report
 - C. Field Manager's Report
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
- 8. Other Business
- 9. Supervisors Requests and Audience Comments
- 10. Adjournment

Sincerely,

Tricia L. Adams

Tricia L. Adams District Manager

MINUTES

MINUTES OF MEETING DAVENPORT ROAD SOUTH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Davenport Road South Community Development District was held Thursday, **May 18, 2023,** at 11:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and by Zoom.

Present and constituting a quorum:

Adam Rhinehart Lindsey Roden Bobbie Henley Chairman Vice Chairperson Assistant Secretary

Also present were:

Tricia Adams Roy Van Wyk *by Zoom* Molly Banfield *by Zoom* Marshall Tindall Jessica Petrucci District Manager, GMS District Counsel, KVW Law District Engineer Field Management Staff, GMS Appointed to the Board of Supervisors

FIRST ORDER OF BUSINESS

Ms. Adams called the meeting to order and called the roll. There were three Board members in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Ms. Adams stated that there were no members of the public present and no members of the public attending on Zoom.

THIRD ORDER OF BUSINESS

A. Acceptance of Resignation of Lauren Schwenk

Ms. Adams stated that they had received a letter of resignation from Lauren Schwenk and

she asked for a motion to accept.

Public Comment Period

Organizational Matters

Roll Call

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Resignation of Lauren Schwenk, was approved.

B. Appointment of Individual to Fulfill Board Vacancy in Seat #2

Ms. Adams stated that Seat #2 was vacant and asked for a nomination to fill the seat. Ms. Roden nominated Jessica Petrucci. Ms. Adams stated that the term would expire in November 2023 and asked for a motion to approve.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Appointment of Jessica Petrucci to Fulfill Board Vacancy in Seat #2, was approved.

C. Administration of Oath to Newly Appointed Board Member

Ms. Adams administered the oath of office to Ms. Petrucci.

D. Consideration of Resolution 2023-05 Electing Officers

Ms. Adams asked the Board if they wanted to keep the same slate of officers with Mr.

Rhinehart as Chair, Ms. Roden as Vice Chair, and the remaining Board members serving as

Assistant Secretaries, and certain staff members serving as Assistant Treasurer and Secretary.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2023-05 Electing Officers with Jessica Petrucci as Assistant Secretary and all other Officers Remaining the Same, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the March 16, 2023 Board of Supervisors Meeting

Ms. Adams presented the minutes from the March 16, 2023 Board of Supervisors meeting

and asked for any corrections from the Board members.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Minutes of the March 16, 2023 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing

Ms. Adams presented Resolution 2023-03, noting that it was to approve the proposed budget with the same assessment level as the current fiscal year. She added that it set the public hearing for August 17th at 11:30 a.m. at the regular meeting location. She noted that a copy of the budget was sent to Polk County, and it was also posted and published for the budget hearing. She presented items within the budget, noting that all property within the District had been platted and was on roll, all assessments had been collected as a non-ad valorem assessment. She went on to explain the budget further, including increases in District Management fees, Field Management, and amenity access management. She also added that there was a contribution to the capital reserve fund of \$20,234. She asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing for August 17, 2023 at 11:30 a.m., was approved.

SIXTH ORDER OF BUSINESS

Review of Revised Amenity Policies to Include Playground Facilities

Ms. Adams stated that the amenity policies that had been adopted in the past had not included the playground, therefore the policies had been revised to include the playground facilities. She noted that it included the appropriate ages, language approved by their insurance provider, and the information had been approved by District Counsel. She asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Revised Amenity Policies to Include Playground Facilities, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04 Extending Terms of Office

Ms. Adams presented Resolution 2023-04, noting that it contemplated moving the seats from odd years to even years to coincide with the general election cycle. She asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2023-04 Extending Terms of Office, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Work Order for Annual Engineer's Report

Ms. Adams presented the work order from Dewberry, noting that it was for the annual engineer's inspection with a total of \$2,000. She asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Work Order for Annual Engineer's Report, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-06 Establishing Bank Account Signatories

Ms. Adams presented the resolution noting that it was an administrative item. She added the treasurer and secretary as designated signatories and noted that it accounted for the assistant treasurer for the purposes of processing financial records. She added that the resolution would update so that the treasurer, assistant treasurer, and secretary are designated signatories. She asked for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2023-06 Establishing Bank Account Signatories, was approved.

TENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Van Wyk stated that he had nothing to report but would be happy to answer any questions.

B. Engineer

Ms. Banfield stated she had nothing further to report.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's Report, noting that there was damage to the restroom stall that was repaired, enhancements had been completed, and a pool furniture that had been previously approved were ordered would be there at the end of May.

D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register on page 67. The summary of checks ran from February 1, 2023 through March 31, 2023.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Check Register totaling \$46,246.01, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams presented the balance sheet and income statement, adding that no action was required.

iii. Presentation of Number of Registered Voters: 509

Ms. Adams stated that the number of registered voters was 509.

ELEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the meeting was adjourned at 11:47 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

${\small \textbf{SECTION}}\ V$

This item will be provided under

separate cover

$SECTION \ VI$

This item will be provided under

separate cover

SECTION VII

SECTION A

SECTION 1



MEMORANDUM

To: Board of Supervisors
From: Kilinski | Van Wyk PLLC
Date: July 7, 2023
Re: Ethics Training for Special District Supervisors

The purpose of this memorandum is to provide you with information regarding new ethics training requirements applicable to Special District Supervisors. This requirement is the result of changes to Section 112.3142, Florida Statutes, which were passed during the recent legislative session. The new requirements will apply beginning with the 2024 calendar year.

Who is affected?

The new requirement applies to all elected officers of independent special districts as defined in Section 189.012, Florida Statutes, including those elected officers who are appointed to fill a vacancy for an unexpired term of office. This includes Supervisors of Community Development Districts and "Special Act" Districts, among others. It does not apply to non-elected officers of a special district, such as a secretary or treasurer, unless that person is also an elected officer. The training requirement previously applied only to specified constitutional officers, elected municipal officers, and commissioners of community redevelopment agencies.

What is required?

Supervisors will be required to complete four (4) hours of training each calendar year. The training must address, at a minimum, Article II of the State Constitution, the Code of Ethics for Public Officers and Employees, and Florida's public records and open meetings laws. It may be completed by taking a continuing legal education class or other continuing professional education class, seminar, or presentation, if the required information is covered.

How do I report compliance?

The Commission on Ethics has not announced special procedures for special district supervisors. For other officers subject to the training requirement, compliance is self-reported by marking a check box on the annual financial disclosure form. Supervisors should keep detailed records on the name of each course, length of each course, and date completed in the event that verification is required.

When is the deadline?

This requirement will apply beginning in the 2024 calendar year. Training should be completed as close as possible to the date an officer assumes office. Officers who assume a new office or a new term of office before March 31 must complete the training on or before December 31 of the same year. Officers who assume a new office or a new term of office after March 31 are not required to complete the training until the following calendar year.

Where can I find training materials?

The Florida Commission on Ethics has provided links to approved courses on their Ethics Training web page: <u>https://ethics.state.fl.us/Training/Training.aspx</u>. There are also many courses – both free and for a charge – available online and in-person. Kilinski | Van Wyk will be offering customized training sessions at discounted rate for existing clients. If you have questions about whether a particular course meets the requirements, or if you would like to request a customized training session, please consult your Kilinski | Van Wyk attorney. There is also the ability to include training within your regular Board meeting schedule.

SECTION B

SECTION 1

Dewberry

MEMORANDUM

Date:	June 14, 2023
To:	Rey Malave, District Engineer, Dewberry
From:	Johnathon Fabrizio, Staff Environmental Scientist, Dewberry
Subject:	Davenport Road South Community Development District (CDD)
	Stormwater Inspection Results (June 2023); SWFWMD Permit No. 43-43294-0

Introduction

This report provides the findings of a stormwater inspection for proper operation and maintenance of the Davenport Road South CDD stormwater management system conducted on May 18, 2023. The inspection and this report are specific to the system constructed in accordance with Southwest Florida Water Management District (SWFWMD) Permit No. 43-43294-0.

The following report summarizes the findings of the inspection and includes recommendations for action items. The report also contains a **2023 Annual Stormwater Inspection Results Map (Attachment 1)** and a **Davenport Road South CDD Photo Log (Attachment 2)** depicting aspects of the stormwater management system that were inspected and require attention.

Report Recommendations

Davenport Road South: SWFWMD Permit Number 43-43294-0

General Comments are provided below regarding maintenance on site:

The recommended corrective measures are listed below and displayed on the attached **2023 Annual Stormwater Inspection Results Map (Attachment 1)**. These measures should be scheduled and performed as soon as possible to ensure the system is functioning as permitted:

Name	Туре	Condition	Additional
Pond A	MES 1	Emergency	Structure completely obstructed due to sedimentation and overgrown vegetation. Only remaining visible portion of structure is the top right corner.
Pond A	MES 2	Needs attention	Sediment buildup
Pond C	MES 3	Needs attention	Overgrown vegetation
Pond C	MES 4	Needs attention	Sediment buildup & overgrown vegetation
Pond D	MES 5	Needs attention	Sediment buildup & overgrown vegetation

Attachments

Attachment 1. Stormwater Inspection Results Map Attachment 2. Davenport Road South CDD Photo Log



2023 Annual Stormwater Inspection Results Map

Davenport Road South CDD

Polk County, Florida



200

0

Feet

400

Davenport Road South CDD Photo Log SWFWMD Permit Number: 43-43294-0 5-18-2023

ID	Structure	Condition	Comments	Photo
Pond A	MES 1	Emergency	Structure completely obstructed due to sedimentation and overgrown vegetation. Only remaining visible portion of structure is the top right corner.	
Pond	MES 2	Needs attention	Sediment buildup	

Davenport Road South CDD Photo Log SWFWMD Permit Number: 43-43294-0

5-18-2023

Pond C	MES 3	Needs attention	Overgrown vegetation	
Pond C	MES 4	Needs attention	Sediment buildup & overgrown vegetation	

Davenport Road South CDD Photo Log SWFWMD Permit Number: 43-43294-0 5-18-2023

			5-10	-2023
Pond	MES 5	Needs attention	Sediment buildup & overgrown vegetation	

SECTION C

Davenport Road South CDD Field Management Report

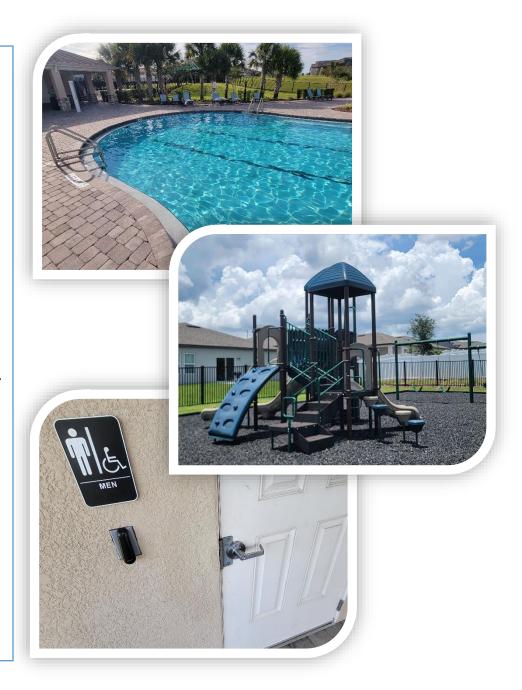


July 20th, 2023 Marshall Tindall Field Services Manager GMS

Complete

Amenity Review

- Vendors' have kept facilities well maintained.
- Monthly playground review was completed.
- Repairs to restroom doors were done.
- Recommending seasonal increase to pool service based on usage.
- Approved small order of additional pool furniture arrived and was set out on the deck.
- Pool filters were replaced.



Complete

Landscaping Review

- Landscaper has kept the grass mowed and the planters neat and clean.
- Ponds would benefit from modest increase in service visits.
- Proposal prepared for additional mows.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-346-2453, or by email at <u>mtindall@gmscfl.com</u>. Thank you.

Respectfully,

Marshall Tindall

SECTION D

SECTION 1

Davenport Road South Community Development District

Summary of Checks

May 01, 2023 through Mayl 31, 2023

Bank	Date	Check No.'s	Amount		
General Fund					
	5/9/23	332-338	\$	32,192.70	
	5/17/23	339-343	\$	7,451.27	
	5/23/23	344-346	\$	448.61	
			\$	40,092.58	

AP300R *** CHECK DATES	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CH 05/01/2023 - 05/31/2023 *** DAVENPORT ROAD SOUTH-GENERAL BANK B GENERAL FUND	ECK REGISTER	RUN 7/13/23	PAGE 1
CHECK VEND# DATE	INVOICEEXPENSED TO VENDOR NAME DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
5/09/23 00045	3/28/23 9457 202303 330-53800-48200	*	700.00	
	MTHLY CLEANING SVC-MAR23 CSS CLEAN STAR SERVICES CENTRAL FL			700.00 000332
5/09/23 00049	4/12/23 104881 202304 330-53800-48700	*	262.50	
	TROUBLESHOOT/REPAIR 4/12/23 104882 202304 330-53800-48700 TROUBLESHOOT/REPAIR	*	200.00	
	CURRENT DEMANDS ELECTRICAL &			462.50 000333
5/09/23 00021	2/28/23 143 202302 330-53800-48700 RPR FENCE/SIGN POOL AREA		1,238.38	
	5/01/23 146 202305 310-51300-34000	*	3,154.42	
	MANAGEMENT FEES-MAY23 5/01/23 146 202305 310-51300-35200	*	125.00	
	WEBSITE MANAGEMENT-MAY23 5/01/23 146 202305 310-51300-35100	*	125.00	
	INFORMATION TECH-MAY23 5/01/23 146 202305 310-51300-31300	*	416.67	
	DISSEMINATION SVCS-MAY23 5/01/23 146 202305 330-57200-49000 AMENITY ACCESS-MAY23	*	416.67	
	5/01/23 146 202305 310-51300-51000 OFFICE SUPPLIES	*	.48	
	5/01/23 146 202305 310-51300-42000 POSTAGE	*	21.76	
	5/01/23 147 202305 320-53800-12000 FIELD MANAGEMENT-MAY23	*	1,312.50	
	GOVERMENTAL MANAGEMENT SERVICES-CFI	J		6,810.88 000334
5/09/23 00008	4/05/23 24187357 202302 330-53800-48000 PEST CONTROL-APR23	*	56.99	
	ORKIN			56.99 000335
5/09/23 00011	3/20/23 8372 202303 320-53800-47300 IRRIGATION REPAIRS	*	203.52	
	3/24/23 8408 202303 330-57200-46200 REPLACE LANDSCAPE/MISSING	*	2,872.00	
	3/28/23 8399 202303 330-57200-46201	*	2,080.00	
	40 PINE BARK MULCH 3/29/23 8409 202303 320-53800-46201	*	3,140.00	
	REPLACE LANDSCAPE/MISSING 3/31/23 8432 202303 320-53800-46201	*	7,280.00	
	140 MINI PINE BARK MULCH 4/01/23 8489 202304 320-53800-46200 LANDSCAPE MAINT-APR23	*	2,800.00	

DVRS DAVENPORT ROAD IARAUJO

*** CHECK DATES 05/01/2023 - 05/31/2023 *** DAVENE	NTS PAYABLE PREPAID/COMPUTER PORT ROAD SOUTH-GENERAL 3 GENERAL FUND	CHECK REGISTER	RUN 7/13/23	PAGE 2
CHECK VEND#INVOICEEXPENSED TO DATE DATE INVOICE YRMO DPT ACCT# SUB	VENDOR NAME SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
4/01/23 8489 202304 330-57200-46200)	*	1,120.00	
LANDSCAPE MAINT-APR23 4/13/23 8612 202304 320-53800-47300)	*	472.41	
IRRIGATION REPAIRS PRI	NCE & SONS, INC			19,967.93 000336
5/09/23 00048 4/01/23 19014 202304 330-53800-48100 POOL MAINTENANCE-APR23)	*	1,500.00	
RES				1,500.00 000337
SECURITY SVCS-APR23			2,094.40	
SEC	URITAS SECURITY SERVICES USA,	INC		2,694.40 000338
5/17/23 00045 4/26/23 9666 202304 330-53800-48200 MTHLY CLEANING-APR23)	*	700.00	
CSS	CLEAN STAR SERVICES CENTRAL	FL		700.00 000339
5/17/23 00021 3/31/23 148 202303 320-53800-47400 GENERAL MAINTENANCE-MAR23		*	466.25	
	VERMENTAL MANAGEMENT SERVICES-	CFL		466.25 000340
5/17/23 00008 5/05/23 24306557 202305 330-53800-48000		*	56.99	
PEST CONTROL-MAY23 ORK	IN			56.99 000341
5/17/23 00011 4/24/23 8674 202304 320-53800-47300		*	808.03	
IRRIGATION REPAIRS 5/01/23 8798 202305 320-53800-46200)	*	2,800.00	
LANDSCAPE MAINT-MAY23 5/01/23 8798 202305 330-57200-46200)	*	1,120.00	
LANDSCAPE MAINT-MAY23 PRI	NCE & SONS, INC			4,728.03 000342
5/17/23 00048 5/01/23 19275 202305 330-53800-48100	:NCE & SONS, INC 	*	1,500.00	
POOL MAINTENANCE-MAY23 RES	SORT POOL SERVICES			1,500.00 000343
5/23/23 00029 5/11/23 53-BID-6 202305 330-53800-49100		*	280.00	- <u>-</u>
POOL PERMIT FY2023	RIDA DEPARTMENT OF HEALTH			280.00 000344
GENERAL COUNSEL/MONTHLY			/0.00	76.00 000345
	INSKI / VAN WYK, PLLC			

DVRS DAVENPORT ROAD IARAUJO

	E ACCOUNTS PAYABLE PREPAID/COMPUTER DAVENPORT ROAD SOUTH-GENERAL BANK B GENERAL FUND	CHECK REGISTER RU	N 7/13/23	PAGE 3
CHECK VEND#INVOICEEXPENSED TO DATE DATE INVOICE YRMO DPT ACCT		STATUS	AMOUNT	CHECK AMOUNT #
5/23/23 00011 2/06/23 8058 202302 320-53800 IRRIGATION REPAIRS	PRINCE & SONS, INC	*	92.61	92.61 000346
	TOTAL FOR BA	NK B	40,092.58	
	TOTAL FOR RE	GISTER	40,092.58	

DVRS DAVENPORT ROAD IARAUJO

SECTION 2

Community Development District

Unaudited Financial Reporting

May 31, 2023



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Capital Reserve Fund	5
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Assessment Receipt Schedule	8

Davenport Road South Community Development District Combined Balance Sheet

May 31, 2023

	General Fund	De	ebt Service Fund	Totals Governmental Funds		
Assets:						
Operating Account	\$ 619,263	\$	-	\$	619,263	
Due From General Fund	\$ -	\$	2,380	\$	2,380	
Deposits	\$ 1,121	\$	-	\$	1,121	
Investments:						
<u>Series 2018</u>						
Reserve	\$ -	\$	223,506	\$	223,506	
Revenue	\$ -	\$	355,359	\$	355,359	
Prepayment	\$ -	\$	6	\$	6	
Total Assets	\$ 620,384	\$	581,251	\$	1,201,635	
Liabilities:						
Accounts Payable	\$ 9,548	\$	-	\$	9,548	
Due To Debt Service	\$ 2,380	\$	-	\$	2,380	
Total Liabilites	\$ 11,928	\$	-	\$	11,928	
Fund Balance:						
Restricted For:						
Debt Service - Series 2018	\$ -	\$	581,251	\$	581,251	
Unassigned	\$ 608,456	\$	-	\$	608,456	
Total Fund Balances	\$ 608,456	\$	581,251	\$	1,189,707	
Total Liabilities & Fund Balance	\$ 620,384	\$	581,251	\$	1,201,635	

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual	
	Budget	Thr	u 05/31/23	Thr	u 05/31/23	Variance
Revenues:						
Assessments-Tax Roll	\$ 355,842	\$	355,842	\$	356,905	\$ 1,063
Contributions - Highland Meadows West CDD	\$ 92,626	\$	92,626	\$	92,626	\$ -
Other Income	\$ -	\$	-	\$	192	\$ 192
Total Revenues	\$ 448,468	\$	448,468	\$	449,723	\$ 1,255
Expenditures:						
<u>General & Administrative:</u>						
Supervisor Fees	\$ 12,000	\$	8,000	\$	2,200	\$ 5,800
Engineering Fees	\$ 10,000	\$	6,667	\$	1,215	\$ 5,452
Dissemination Fees	\$ 5,000	\$	3,333	\$	3,333	\$ (0)
Attorney Fees	\$ 18,000	\$	12,000	\$	4,891	\$ 7,109
Assessment Administration	\$ 5,000	\$	5,000	\$	5,000	\$ -
Annual Audit	\$ 4,200	\$	4,200	\$	4,200	\$ -
Trustee Fees	\$ 6,000	\$	3,717	\$	3,717	\$ -
Management Fees	\$ 37,853	\$	25,235	\$	25,235	\$ (0)
Information Technology	\$ 1,500	\$	1,000	\$	1,000	\$ -
Website Maintenance	\$ 1,500	\$	1,000	\$	1,000	\$ -
Postage	\$ 850	\$	567	\$	458	\$ 109
Telephone	\$ 100	\$	67	\$	-	\$ 67
Printing & Binding	\$ 150	\$	100	\$	6	\$ 94
Insurance	\$ 7,352	\$	7,352	\$	6,587	\$ 765
Legal Advertising	\$ 5,750	\$	3,833	\$	-	\$ 3,833
Contingency	\$ 3,357	\$	2,238	\$	327	\$ 1,911
Dues,Licenses & Fees	\$ 175	\$	175	\$	175	\$ -
Total General & Administrative:	\$ 118,787	\$	84,484	\$	59,344	\$ 25,140

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

		Adopted	Pror	ated Budget		Actual			
					Thr	u 05/31/23	Variance		
Operation and Maintenance									
Field Expenses									
Field Management	\$	15,750	\$	10,500	\$	10,500	\$ -		
Electric	\$	3,000	\$	2,000	\$	1,816	\$ 184		
Streetlights	\$	19,000	\$	12,667	\$	13,031	\$ (364)		
Landscape Maintenance	\$	35,000	\$	23,333	\$	22,400	\$ 933		
Landscape Replacement & Enhancements	\$	25,000	\$	16,667	\$	10,420	\$ 6,247		
Irrigation Repairs	\$	6,000	\$	4,000	\$	3,278	\$ 722		
General Field Repairs & Maintenance	\$	12,500	\$	8,333	\$	2,332	\$ 6,001		
Contingency	\$	7,500	\$	5,000	\$	28	\$ 4,972		
Subtotal	\$	123,750	\$	82,500	\$	63,805	\$ 18,695		
Amenity Expenses									
Property Insurance	\$	12,353	\$	12,353	\$	13,619	\$ (1,266)		
Security	\$	35,000	\$	23,333	\$	18,803	\$ 4,531		
Landscape Maintenance-Amenity	\$	14,500	\$	9,667	\$	8,960	\$ 707		
Landscape Replacement-Amenity	\$	7,500	\$	5,000	\$	2,080	\$ 2,920		
Pest Control	\$	750	\$	500	\$	426	\$ 74		
Pool Maintenance	\$	18,000	\$	12,000	\$	12,250	\$ (250)		
Janitorial Services	\$	9,000	\$	6,000	\$	5,600	\$ 400		
Amenity-Electric	\$	16,200	\$	10,800	\$	10,665	\$ 135		
Amenity-Water	\$	2,000	\$	1,333	\$	1,003	\$ 330		
Cable/Internet	\$	2,150	\$	1,433	\$	1,424	\$ 10		
Playground Lease	\$	27,001	\$	18,001	\$	18,001	\$ 0		
Amenity Repairs & Maintenance	\$	13,000	\$	8,667	\$	7,525	\$ 1,141		
Amenity Access Management	\$	5,000	\$	5,000	\$	3,333	\$ 1,667		
Amenity Contingency	\$	7,500	\$	5,000	\$	7,083	\$ (2,083)		
Subtotal	\$	169,954	\$	119,087	\$	110,772	\$ 8,315		
Total O&M Expenses:	\$	293,704	\$	201,587	\$	174,577	\$ 27,010		
Total Expenditures	\$	412,491	\$	286,071	\$	233,922	\$ 52,150		
Other Financing Sources/Uses:									
Transfer In/(Out)	\$	(35,978)	\$	-	\$	-	\$ -		
Total Other Financing Sources/Uses	\$	(35,978)	\$	-	\$	-	\$ -		
Excess Revenues (Expenditures)	\$	(0)			\$	215,801			
Fund Balance - Beginning	\$	-			\$	392,655			
Fund Balance - Ending	\$	(0)			\$	608,456			

Community Development District

Debt Service Fund - Series 2018

Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget		Thru 05/31/23		u 05/31/23	V	/ariance
Revenues:							
Assessments - Tax Roll	\$ 447,275	\$	447,275	\$	448,609	\$	1,333
Interest	\$ -	\$	-	\$	12,480	\$	12,480
Total Revenues	\$ 447,275	\$	447,275	\$	461,089	\$	13,813
Expenditures:							
Interest Expense 11/1	\$ 160,844	\$	160,844	\$	160,719	\$	125
Principal Expense 11/1	\$ 125,000	\$	125,000	\$	125,000	\$	-
Special Call - 11/1	\$ -	\$	-	\$	5,000	\$	(5,000)
Interest Expense 5/1	\$ 158,500	\$	158,500	\$	158,250	\$	250
Total Expenditures	\$ 444,344	\$	444,344	\$	448,969	\$	(4,625)
Excess Revenues (Expenditures)	\$ 2,931			\$	12,120		
Fund Balance - Beginning	\$ 346,785			\$	569,131		
Fund Balance - Ending	\$ 349,717			\$	581,251		

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

	A	dopted	Prorated	d Budget	Ac	tual		
		Budget	Thru 05	5/31/23	Thru 0	5/31/23	Var	iance
Expenditures:								
Capital Outlay	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$	-	\$	-	\$	-	\$	-
Other Financing Sources: Transfer In/(Out)	\$	35,978	\$	_	\$	-	\$	-
Total Other Financing Sources (Uses)	\$	35,978	\$	-	\$	-	\$	-
Excess Revenues (Expenditures)	\$	35,978			\$	-		
Fund Balance - Beginning	\$	50,000			\$	-		
Fund Balance - Ending	\$	85,978			\$	-		

Community Development District Month to Month

	 Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments-Tax Roll	\$ - \$	(395) \$	351,196 \$	1,233 \$	2,977 \$	- \$	1,272 \$	622 \$	- \$	- \$	- \$	- \$	356,905
Contributions - Highland Meadows West CDD	\$ - \$	- \$	- \$	- \$	- \$	92,626 \$	- \$	- \$	- \$	- \$	- \$	- \$	92,626
Total Revenues	\$ - \$	(395) \$	351,196 \$	1,233 \$	2,977 \$	92,626 \$	1,332 \$	754 \$	- \$	- \$	- \$	- \$	449,723
Expenditures:													
<u>General & Administrative:</u>													
Supervisor Fees	\$ - \$	- \$	- \$	- \$	800 \$	600 \$	- \$	800 \$	- \$	- \$	- \$	- \$	2,200
Engineering Fees	\$ - \$	255 \$	- \$	- \$	- \$	- \$	- \$	960 \$	- \$	- \$	- \$	- \$	1,215
Dissemination Agent	\$ 417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	- \$	- \$	- \$	- \$	3,333
District Counsel	\$ 37 \$	325 \$	190 \$	152 \$	- \$	2,677 \$	76 \$	1,435 \$	- \$	- \$	- \$	- \$	4,891
Assessment Administration	\$ 5,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,000
Annual Audit	\$ - \$	- \$	- \$	- \$	- \$	4,200 \$	- \$	- \$	- \$	- \$	- \$	- \$	4,200
Trustee Fees	\$ - \$	- \$	- \$	- \$	- \$	3,717 \$	- \$	- \$	- \$	- \$	- \$	- \$	3,717
Management Fees	\$ 3,154 \$	3,154 \$	3,154 \$	3,154 \$	3,154 \$	3,154 \$	3,154 \$	3,154 \$	- \$	- \$	- \$	- \$	25,235
Information Technology	\$ 125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	- \$	- \$	- \$	- \$	1,000
Website Maintenance	\$ 125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	125 \$	- \$	- \$	- \$	- \$	1,000
Postage & Delivery	\$ 8 \$	6 \$	6 \$	132 \$	8 \$	267 \$	10 \$	22 \$	- \$	- \$	- \$	- \$	458
Telephone	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Printing & Binding	\$ - \$	- \$	- \$	- \$	- \$	4 \$	2 \$	- \$	- \$	- \$	- \$	- \$	6
Insurance	\$ 6,587 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6,587
Legal Advertising	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Contingency	\$ 40 \$	39 \$	39 \$	39 \$	39 \$	52 \$	40 \$	39 \$	- \$	- \$	- \$	- \$	327
Dues,Licenses & Fees	\$ 175 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	175
Total General & Administrative:	\$ 15,667 \$	4,446 \$	4,056 \$	4,144 \$	4,668 \$	15,338 \$	3,948 \$	7,076 \$	- \$	- \$	- \$	- \$	59,344

Community Development District Month to Month

		Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operation and Maintenance														
Field Expenses														
Field Management	\$	1,313 \$	1,313 \$	1,313 \$	1,313 \$	1,313 \$	1,313 \$	1,313 \$	1,313 \$	- \$	- \$	- \$	- \$	10,500
Electric	\$	161 \$	172 \$	263 \$	245 \$	248 \$	241 \$	230 \$	255 \$	- \$	- \$	- \$	- \$	1,816
Streetlights	\$	1,590 \$	1,590 \$	1,585 \$	1,646 \$	1,646 \$	1,645 \$	1,664 \$	1,664 \$	- \$	- \$	- \$	- \$	13,031
Landscape Maintenance	\$	2,800 \$	2,800 \$	2,800 \$	2,800 \$	2,800 \$	2,800 \$	2,800 \$	2,800 \$	- \$	- \$	- \$	- \$	22,400
Landscape Replacement & Enhancement	ts \$	- \$	- \$	- \$	- \$	- \$	10,420 \$	- \$	- \$	- \$	- \$	- \$	- \$	10,420
Irrigation Repairs	\$	150 \$	300 \$	692 \$	356 \$	93 \$	204 \$	1,280 \$	203 \$	- \$	- \$	- \$	- \$	3,278
General Field Repairs & Maintenance	\$	1,040 \$	- \$	- \$	- \$	- \$	466 \$	826 \$	- \$	- \$	- \$	- \$	- \$	2,332
Contingency	\$	- \$	- \$	- \$	28 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	28
	Subtotal \$	7,054 \$	6,174 \$	6,654 \$	6,388 \$	6,099 \$	17,088 \$	8,113 \$	6,235 \$	- \$	- \$	- \$	- \$	63,805
Amenity Expenses														
Property Insurance	\$	11,711 \$	- \$	- \$	- \$	- \$	- \$	1,908 \$	- \$	- \$	- \$	- \$	- \$	13,619
Security	\$	2,145 \$	918 \$	2,156 \$	2,587 \$	3,452 \$	2,264 \$	2,694 \$	2,587 \$	- \$	- \$	- \$	- \$	18,803
Landscape Maintenance-Amenity	\$	1,120 \$	1,120 \$	1,120 \$	1,120 \$	1,120 \$	1,120 \$	1,120 \$	1,120 \$	- \$	- \$	- \$	- \$	8,960
Landscape Replacement-Amenity	\$	- \$	- \$	- \$	- \$	- \$	2.080 \$	- \$	- \$	- \$	- \$	- \$	- \$	2,080
Pest Control	\$	51 \$	51 \$	51 \$	51 \$	51 \$	57 \$	57 \$	57 \$	- \$	- \$	- \$	- \$	426
Pool Maintenance	\$	1,750 \$	1,500 \$	1,500 \$	1,500 \$	1,500 \$	1,500 \$	1,500 \$	1,500 \$	- \$	- \$	- \$	- \$	12,250
Janitorial Services	\$	700 \$	700 \$	700 \$	700 \$	700 \$	700 \$	700 \$	700 \$	- \$	- \$	- \$	- \$	5,600
Amenity-Electric	\$	1,311 \$	1,111 \$	1,195 \$	1,442 \$	1,393 \$	1,353 \$	1,479 \$	1,381 \$	- \$	- \$	- \$	- \$	10,665
Amenity-Water	\$	125 \$	123 \$	128 \$	123 \$	125 \$	125 \$	127 \$	128 \$	- \$	- \$	- \$	- \$	1,003
Cable/Internet	\$	178 \$	178 \$	178 \$	178 \$	178 \$	178 \$	178 \$	178 \$	- \$	- \$	- \$	- \$	1,424
Playground Lease	\$	2,250 \$	2,250 \$	2,250 \$	2,250 \$	2,250 \$	2,250 \$	2,250 \$	2,250 \$	- \$	- \$	- \$	- \$	18,001
Amenity Repairs & Maintenance	\$	1,040 \$	- \$	143 \$	1,073 \$	2,427 \$	2,250 \$	463 \$	130 \$	- \$	- \$	- \$	- \$	7,525
Amenity Irrigation Repairs	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Amenity Access	\$	417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	417 \$	- \$	- \$	- \$	- \$	3,333
Amenity Contingency	\$	- \$	- \$	- \$	- \$	- \$	6,803 \$	- \$	280 \$	- \$	- \$	- \$	- \$	7,083
	Subtotal \$	22,799 \$	8,368 \$	9,837 \$	11,441 \$	13,612 \$	21,096 \$	12,892 \$	10,727 \$	- \$	- \$	- \$	- \$	110,772
Total O&M Expenses:	\$	29,853 \$	14,542 \$	16,491 \$	17,828 \$	19,711 \$	38,185 \$	21,005 \$	16,962 \$	- \$	- \$	- \$	- \$	174,577
	· · ·				, +		, +	,				•		
Total Expenditures	\$	45,520 \$	18,988 \$	20,547 \$	21,972 \$	24,379 \$	53,523 \$	24,954 \$	24,039 \$	- \$	- \$	- \$	- \$	233,922
Other Financing Sources/Uses:														
Transfer In/(Out)	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Total Other Financing Sources/Uses	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Excess Revenues (Expenditures)	\$	(45,520) \$	(19,383) \$	330,649 \$	(20,739) \$	(21,402) \$	39,103 \$	(23,622) \$	(23,285) \$	- \$	- \$	- \$	- \$	215,801

COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Receipts

Fiscal Year 2023

				ON ROLL ASSE	SSMENTS		Gross Assessments Net Assessments	\$ 382,627.17 \$ 355,843.27	\$ 480,939.84 \$ 447,274.05	\$ 863,567.01 \$ 803,117.32
				ONROLLINGSL	JULIAID			44.31%	55.69%	100.00%
Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Property Appraiser	Net Receipts	O&M Portion	Series 2018 Debt Service	Total
11/10/22	10/21/22-10/21/22	\$1,164.05	(\$22.06)	(\$61.11)	\$0.00	\$0.00	\$1,080.88	\$478.91	\$601.97	\$1,080.88
11/21/22	11/01/22-11/06/22	\$2,340.29	(\$44.93)	(\$93.61)	\$0.00	\$0.00	\$2,201.75	\$975.55	\$1,226.20	\$2,201.75
11/25/22	10/01/21-09/30/22	\$0.00	\$0.00	\$0.00	\$58.38	\$0.00	\$58.38	\$25.87	\$32.51	\$58.38
11/25/22	12/01/22-12/15/22	\$4,680.58	(\$89.87)	(\$187.21)	\$0.00	\$0.00	\$4,403.50	\$1,951.09	\$2,452.41	\$4,403.50
11/30/22	Invoice#4651908	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,635.67)	(\$8,635.67)	(\$3,826.27)	(\$4,809.40)	(\$8,635.67
12/12/22	11/14/22-11/23/22	\$23,402.90	(\$449.34)	(\$936.09)	\$0.00	\$0.00	\$22,017.47	\$9,755.45	\$12,262.02	\$22,017.47
12/21/22	11/24/22-11/30/22	\$814,420.92	(\$15,636.88)	(\$32,576.70)	\$0.00	\$0.00	\$766,207.34	\$339,489.28	\$426,718.06	\$766,207.34
12/23/22	12/01/22-12/15/22	\$4,680.58	(\$89.87)	(\$187.21)	\$0.00	\$0.00	\$4,403.50	\$1,951.09	\$2,452.41	\$4,403.50
01/13/23	12/16/22-12/31/22	\$2,928.41	(\$56.81)	(\$87.85)	\$0.00	\$0.00	\$2,783.75	\$1,233.42	\$1,550.33	\$2,783.75
02/16/23	01/01/23-01/31/23	\$8,144.31	(\$137.14)	(\$1,287.25)	\$0.00	\$0.00	\$6,719.92	\$2,977.45	\$3,742.47	\$6,719.92
04/11/23	03/01/23-03/31/23	\$2,928.40	(\$58.57)	\$0.00	\$0.00	\$0.00	\$2,869.83	\$1,271.56	\$1,598.27	\$2,869.83
05/24/23	10/01/22-03/31/23	\$0.00	\$0.00	\$0.00	\$1,402.92	\$0.00	\$1,402.92	\$621.60	\$781.32	\$1,402.92
	TOTAL	\$ 864,690.44	\$ (16,585.47)	\$ (35,417.03) \$	1,461.30	\$ (8,635.67)	\$ 805,513.57	\$ 356,905.00	\$ 448,608.57	\$ 805,513.57

100%	Net Percent Collected
0	Balance Remaining to Collect