

# *Highlands Community Development District*

**January 21, 2026**

## **Agenda Package**

### **TEAMS MEETING INFORMATION**

MEETING ID: 223 706 114 577      PASSCODE: f96tnw

[Click here to join the meeting](#)

2005 PAN AM CIRCLE, SUITE 300  
TAMPA, FL 33706

## **CLEAR PARTNERSHIPS**



COLLABORATION



LEADERSHIP



EXCELLENCE



ACCOUNTABILITY



RESPECT

# Highlands Community Development District

## Board of Supervisors

Kangelia Baxter, Chairman  
Mark Bouthot, Vice Chairman  
Orlando Echevarria, Assistant Secretary  
Trang Chu, Assistant Secretary  
Joanna Pharo, Assistant Secretary

## Staff:

Kristee Cole, District Manager  
Dan Lewis, District Counsel  
Stephen Brletic, District Engineer  
Brittany West, Onsite Manager  
Jason Jasczak, Advanced Aquatic  
Epi Carvajal, Pine Lake  
Gail Huff, Sprinkler Solutions  
Jason Ligget, Field Inspection  
Sandra MacGregor, Accountant  
Diana Kapatsyna, District Admin Assistant

## PUBLIC HEARING AND REGULAR MEETING AGENDA

Wednesday, January 21, 2026 – 6:00 p.m.

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1. Call to Order and Roll Call
2. Approval of the agenda
3. Audience Comments – *Three (3) Minute Time Limit*
4. Staff Reports
  - A. Accounting Staff Report
  - B. Aquatics Inspection Report.....Page 3
  1. Ratification of Lava Rock Removal Proposal.....Page 16
  2. Consideration of Weir Skimmer Removal and Replacement Proposal.....Page 18
  - C. Field Inspection Report.....Page 19
  - D. Landscape Report
  - E. Irrigation Report.....Page 26
  1. Consideration of Convert Zones Proposal.....Page 28
  2. Ratification of Mainline Repair Proposal.....Page 30
  - F. District Engineer
  - G. District Counsel
  - H. District Manager
  - I. Onsite Manager
    1. Onsite Manager Report.....Page 34
5. Business Items
  - A. Presentation of Restoreez & Teco – Weatherization Program
  - B. Public Hearing on Rules
    1. Consideration of Resolution 2026-04, Adopting the Amended Rules.....Page 36
  - C. Consideration of Pool Light Proposal .....Page 64
6. Business Administration
  - A. Consideration of Minutes from the Meeting held on December 17, 2025.....Page 65
  - B. Consideration of December 2025 Check Register .....Page 69
7. Supervisor Requests
8. Audience Comments – *Three (3) Minute Time Limit*
9. Adjournment

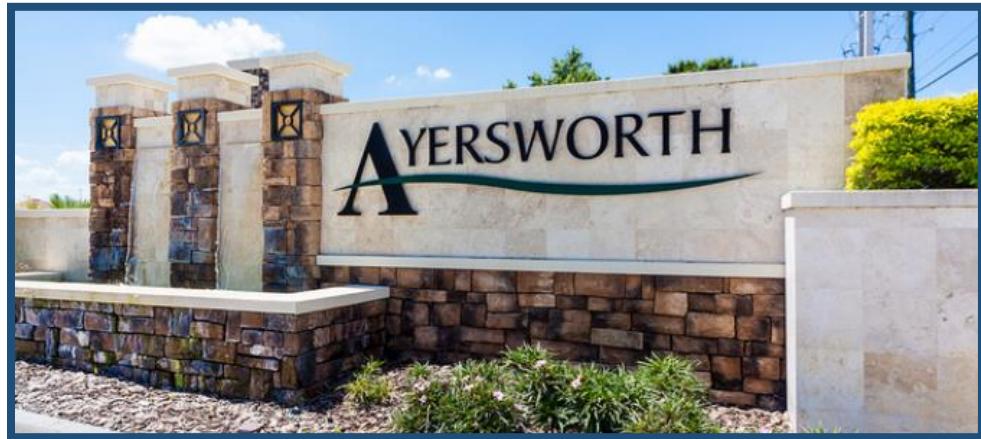
*The next meeting is scheduled for Wednesday, February 18, 2026, at 6:00 p.m.*

## District Office:

313 Campus Street  
Celebration FL 34747  
<http://www.highlandscdd.com>

## Meeting Location:

Ayersworth Glen Clubhouse  
11102 Ayersworth Glen Blvd.  
Wimauma, FL 33598



# **Highlands Community Development District**

## **Waterway Inspection Report**

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**Reason for Inspection:**  
Quality Assurance

**Inspection Date:**

12/15/2025

**Prepared for:**  
Highlands  
Community Development District

**Prepared by:**

Jacob M. Adams, Project Manager & Biologist



## Waterway Inspection Report | Page 1

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[lakes@advancedaquatic.com](mailto:lakes@advancedaquatic.com)

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Locations in: Deerfield Beach, Fort Myers, Port St. Lucie, and Clearwater/Tampa  
1-800-491-9621



## Waterway Inspection Report | Page 2

### Site Assessments

#### Pond 1

##### Comments:

Normal Growth Observed

A very minimal amount of Slender Spike Rush and Planktonic Algae remains from previous treatments. This new growth will be targeted for treatment during routine maintenance visits. No issues were observed with other invasive weeds or shoreline weeds. The open water area looks great. The water level is slightly below normal.



#### Pond 3B

##### Comments:

Treatment in Progress

Algae and Slender Spike Rush have continued to be targeted on this pond around the shoreline perimeter. The upcoming visits will also continue to target these two growths. No issues were observed with shoreline weeds.



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## Waterway Inspection Report | Page 3

### Site Assessments

#### Pond 3C

##### **Comments:**

Normal Growth Observed

Previous treatments for Slender Spike Rush and algae have shown positive results. A reduction in both were observed. Only a minimal amount of Slender Spike Rush and algae remain. The remaining amount will continue to be targeted during routine maintenance visits. No issues were observed with shoreline weeds.

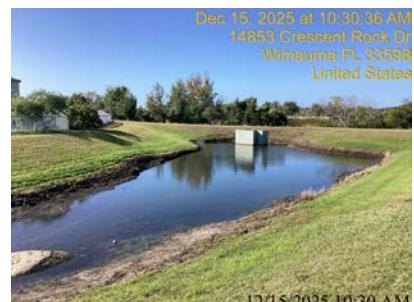


#### Pond 3C-1

##### **Comments:**

Site Looks Good

Previous treatments for submersed weeds and shoreline weeds have shown positive results. No issues were observed with algae, submersed weeds, or shoreline weeds. The water level has remained slightly below a normal level.



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## Waterway Inspection Report | Page 4

### Site Assessments

#### Pond 6

##### Comments:

Site Looks Good

No issues were observed with algae, submersed weeds, or shoreline weeds. Previously algae and shoreline weed growth were targeted for treatment. Both of these have seen a reduction and positive results from treatment. The water level has remained at a low level.



#### Pond 7

##### Comments:

Site Looks Good

Pond 7 looks good overall. A very minimal amount of Slender Spike Rush growth remains. Previously the Slender Spike Rush growth was targeted for treatment. Positive results from these treatments have been seen. Shoreline weeds were also treated along the exposed sediment and positive results were seen. The water level has remained at a low level.



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## Waterway Inspection Report | Page 5

### Site Assessments

#### Pond 8

##### Comments:

Normal Growth Observed

A new growth of algae and Slender Spike Rush was observed in pond 8. The amount observed is minor and will be targeted for treatment during the upcoming maintenance visits. No issues were observed with shoreline weeds. The water level is currently low.



#### Pond 12

##### Comments:

Normal Growth Observed

A very minimal amount of Slender Spike Rush was observed in a few small areas around the pond. Overall, this pond looks good with just a minor amount of new growth. This new growth will be targeted for treatment during the upcoming visits. No issues were observed with algae or shoreline weeds.



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## Waterway Inspection Report | Page 6

### Site Assessments

#### Pond 13

##### Comments:

Site Looks Good

This pond looks good. The littoral shelf area was previously treated for algae and Cattails. Positive results were observed from these treatments. The littoral shelf area looks great, as well as the open water area of the pond. No issues were observed with algae, submersed weeds, or shoreline weeds.



#### Pond 14

##### Comments:

Site Looks Good

This pond continues to look great. No issues were observed with algae, submersed weeds, or other shoreline weeds. Shoreline weeds were previously treated and positive results were seen. The water level has remained at slightly below normal.



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## Waterway Inspection Report | Page 7

### Site Assessments

#### Pond 15A

##### Comments:

Site Looks Good

Previously algae growth was observed and targeted for treatments. Treatments have shown positive results and a reduction in this growth was observed. No issues were seen with algae, submersed weeds, or shoreline weeds. The water level has remained at a low level.



#### Pond 15B

##### Comments:

Site Looks Good

This pond looks good overall. It is currently dry. The invasive weed growth was also treated and has shown positive results. No issues were observed with algae, submersed weeds, or shoreline weeds. New invasive growth is minimal to none. New growth will be targeted for treatment.



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## Waterway Inspection Report | Page 8

### Site Assessments

#### Pond 16

##### Comments:

Site Looks Good

Algae and shoreline weeds were previously targeted for treatment and positive results were observed. No issues were observed with algae, submersed weeds, or shoreline weeds. The water level is currently low.



#### Pond 17

##### Comments:

Normal Growth Observed

Baby Tears growth was targeted for treatment around the shoreline perimeter. The floating remains of this is decaying and will be targeted for treatment to further reduce. No issues were observed with algae or shoreline weeds. Torpedograss has continued to be targeted in the littoral shelf. The water level is currently low. Trash was picked up around the entire perimeter of this pond.



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## Waterway Inspection Report | Page 9

### Site Assessments

#### Pond 20 North

##### Comments:

Site Looks Good

A very minimal amount of Slender Spike Rush and algae was observed on this pond. Previous treatments have shown positive results and a reduction in both of these growths. These will continue to be targeted for treatment. No issues were observed with shoreline weeds around the perimeter. The water level is near a normal level.



#### Pond 20 South

##### Comments:

Site Looks Good

This pond continues to look good. Shoreline weeds and Slender Spike Rush were previously treated and positive results were observed. No issues were observed with algae, submersed weeds, or shoreline weeds. The water level is slightly low.



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## Waterway Inspection Report | Page 10

### Site Assessments

#### Pond CM

##### Comments:

Site Looks Good

Slender Spike Rush was previously targeted for treatment in a few small areas around this pond. Positive results were seen from this treatment. No issues were observed with algae, submersed weeds, or shoreline weeds.



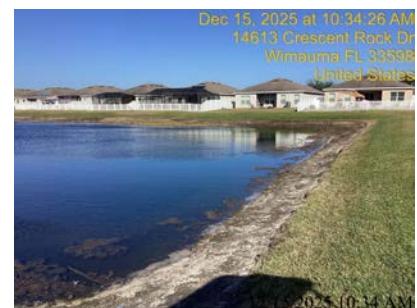
#### Pond PH2-3A East

##### Comments:

Normal growth was observed.

A minimal amount of growth of algae was observed on this pond. This new growth will be targeted for treatment during the upcoming visits. No issues were observed with submersed weeds or shoreline weeds.

Shoreline weeds on the exposed sediment were previously treated and positive results were seen.



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## Waterway Inspection Report | Page 11

### Site Assessments

#### PH2-3A West

##### Comments:

Normal Growth Observed

A new growth of Slender Spike Rush was observed on this pond. Previously Slender Spike Rush was targeted for treatment. Some of the growth is decaying from treatment and some growth remains. A follow up treatment will be performed to continue to target Slender Spike Rush. No issues were observed with algae or shoreline weeds.



#### PH5

##### Comments:

Site Looks Good

Pond PH5 looks good overall. A very minimal amount of algae was observed on this pond. This new algae growth will be targeted for treatment during the upcoming visits. No issues were observed with submersed weeds or shoreline weeds. Previously shoreline weeds were treated and positive results were seen.



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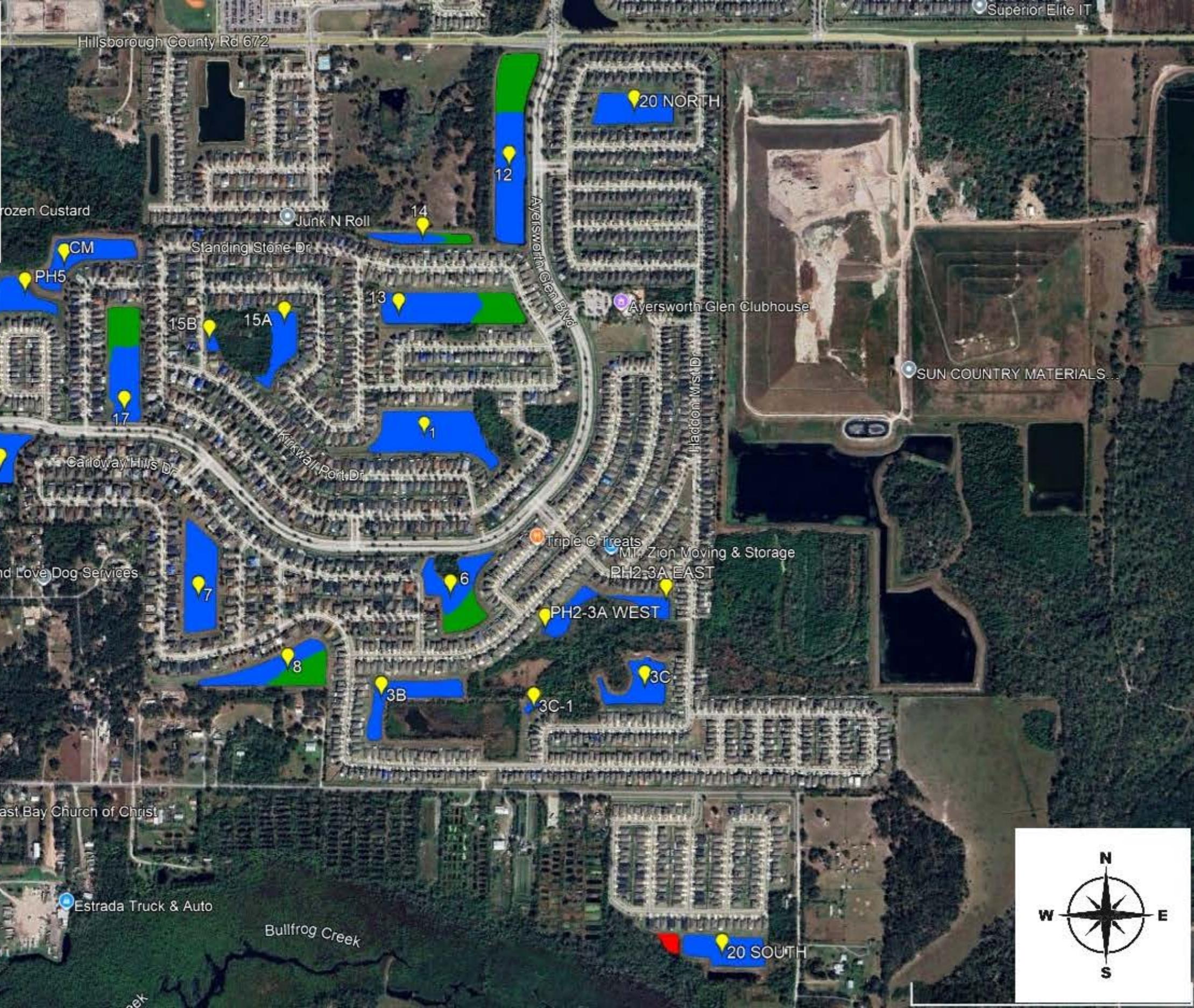
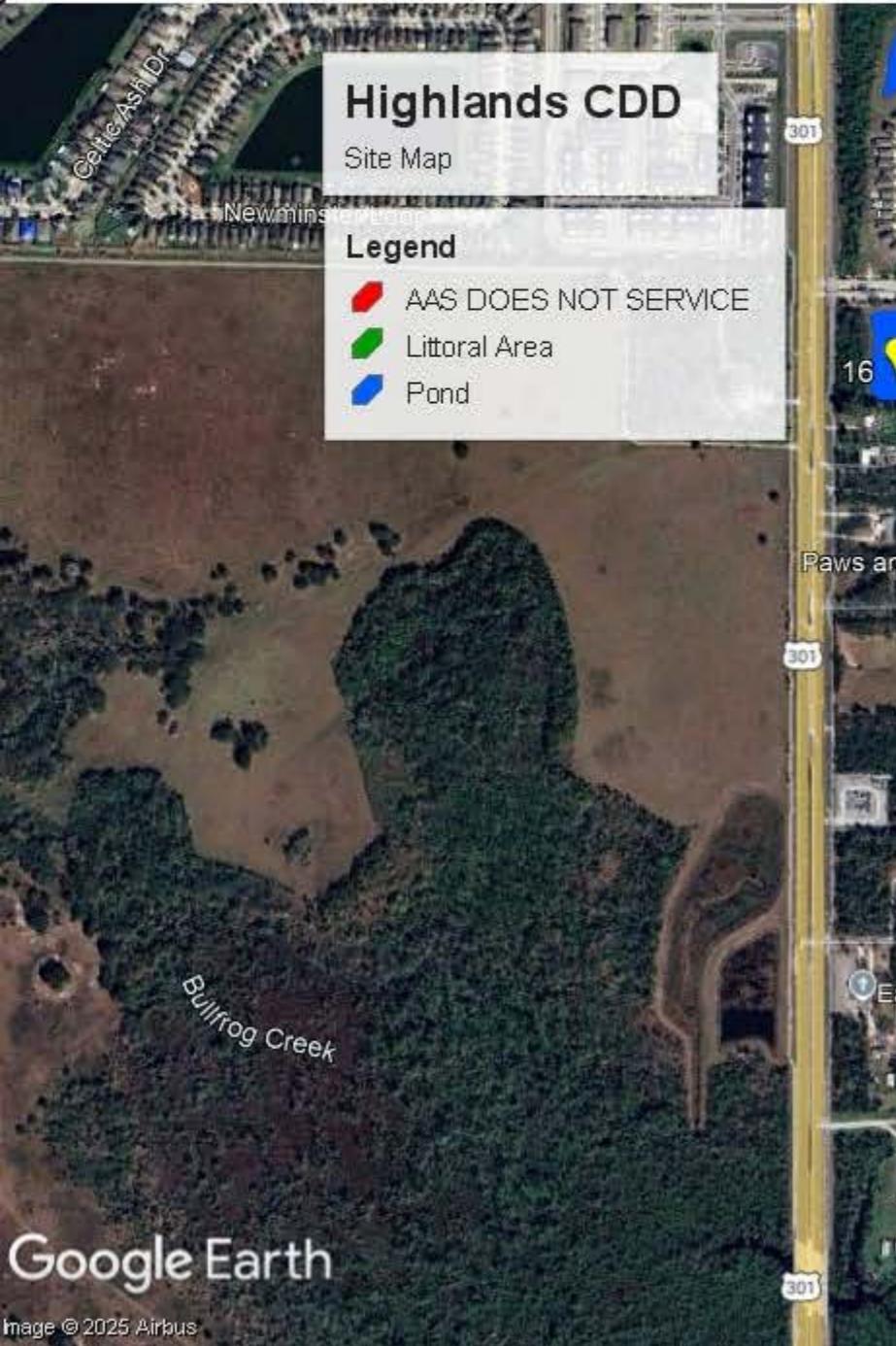


## Highlands CDD

## Site Map

### Legend

- AAS DOES NOT SERVICE
- Littoral Area
- Pond





## **ADVANCED AQUATIC SERVICES, Inc.**

**- LAVA ROCK REMOVAL PROPOSAL- Pond #12**

**January 6, 2026**

**Highlands CDD  
c/o INFRAMARK  
210 N. University Drive, Suite 702  
Coral Springs, FL 33071**

### **Item Description**

**Advanced Aquatic** shall perform the work in accordance with the following scope of services:

**Pond #12:** Remove three (3) piles of lava rock from along the pond bank perimeter at 10653 Standing Stone Dr. Refer to the attached photo for location.

**Total \$400.00**

- 1.) Advanced Aquatic Services, Inc. shall not be responsible for acts beyond its reasonable control, including but not limited to adverse soil and/or water quality, or negligence by others including inappropriate engineering or design.
- 2.) Advanced Aquatic, Services, Inc. shall not be responsible for any hydrologic issues related to the site/property.
- 3.) Pricing is subject to inventory availability.
- 4.) Invoices submitted for work completed shall be paid within 30 days of receipt. Should it become necessary of AAS, INC. to bring action for collection of monies due and owing under the Agreement. CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by AAS, INC. resulting from such collection action. Palm Beach County shall be the venue for any dispute arising under this agreement.
- 5.) Any incidental activity not explicitly mentioned in this proposal is excluded from the scope of work.
- 6.) This proposal shall be valid for 30 days upon receipt.

Signature: Kristee Cole Title: District Manager

Print Name: Kristee Cole Date: 1.8.26

Jan 5, 2026 at 9:11:06 AM  
10653 Standing Stone Dr  
Wimauma FL 33598  
United States





## ADVANCED AQUATIC SERVICES, Inc.

### - WEIR SKIMMER REMOVAL AND REPLACEMENT PROPOSAL- Pond #20

**January 15, 2026**

**Highlands CDD**  
c/o INFRAMARK  
210 N. University Drive, Suite 702  
Coral Springs, FL 33071

#### Item Description

**Advanced Aquatic** shall perform the work in accordance with the following scope of services at **Pond #20**:

Remove and properly dispose of the existing skimmer currently installed on the weir. Construct a new skimmer, including required support beams and install the newly constructed skimmer on the weir.

**Total \$2,560.00**

- 1.) Advanced Aquatic Services, Inc. shall not be responsible for acts beyond its reasonable control, including but not limited to adverse soil and/or water quality, or negligence by others including inappropriate engineering or design.
- 2.) Advanced Aquatic, Services, Inc. shall not be responsible for any hydrologic issues related to the site/property.
- 3.) Pricing is subject to inventory availability.
- 4.) Invoices submitted for work completed shall be paid within 30 days of receipt. Should it become necessary of AAS, INC. to bring action for collection of monies due and owing under the Agreement. CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by AAS, INC. resulting from such collection action. Palm Beach County shall be the venue for any dispute arising under this agreement.
- 5.) Any incidental activity not explicitly mentioned in this proposal is excluded from the scope of work.
- 6.) This proposal shall be valid for 30 days upon receipt.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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## Highlands CDD

Wednesday, January 14, 2026

Prepared For Board Of Supervisors

15 Item Identified

15 Item Incomplete

A handwritten signature in black ink, appearing to read "Jason".

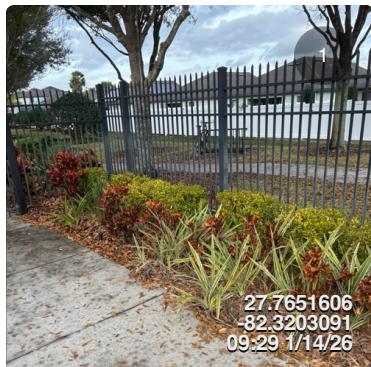
Jason Liggett

Field Team- Division Manager

## Item 1

### Assigned To: Sprinkler Solutions

Check the broken irrigation spray head to the north of the pool area where the drain comes out. The head way laying next to the pipe.



## Item 2

### Assigned To: Pine Lake

We are getting a lot of leaf drop in the pool area when we get into spring we will need to do some leaf cleanup in the beds.

## Item 3

### Assigned To: Onsite

Replace the filter in the ac return. Clean of grates.



## Item 4

Assigned To: Board

Landscaping around the clubhouse looks great for the time of year.



## Item 5

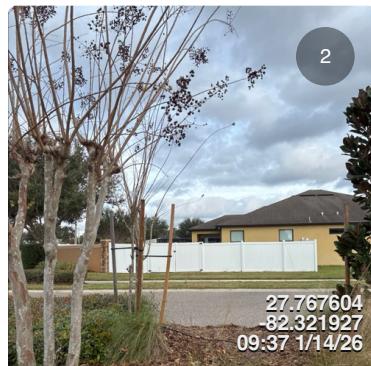
Assigned To: Pine Lake

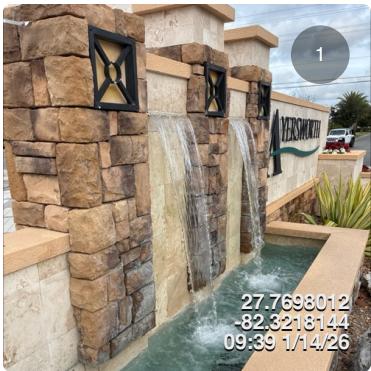
Remove the vines from the Indian Hawthorne at the Clyde Field Court entrance.

## Item 6

Assigned To: Pine Lake

Continue to monitor recently installed trees at the Clyde Field Court entrance.





## Item 7

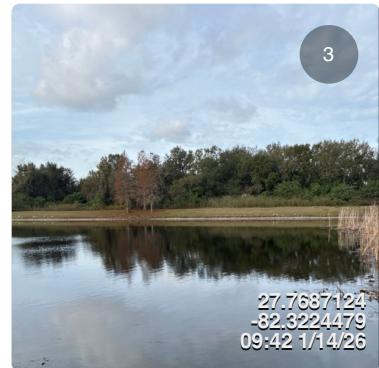
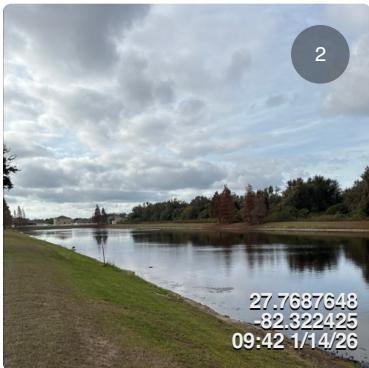
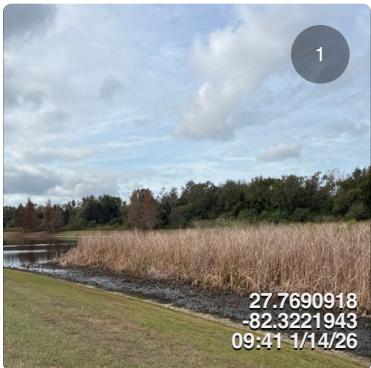
Assigned To: Board

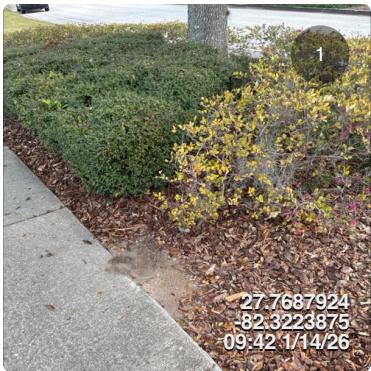
Fountains at Ayersworth Glen and CR672 are running great  
water quality is good and pressure is good.

## Item 8

Assigned To: Pine Lake/ Board

Pond 12 looks good. Water clarity is good. Littoral shelf does have a cattails which are typical.  
Pine lake to Make sure they are string trimming around signs.





## Item 9

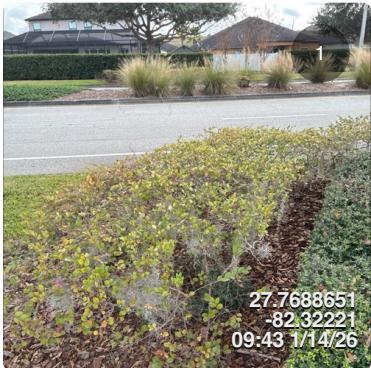
Assigned To: Pine Lake

During my inspection there were signs of ants in the beds spaces on Ayersworth Glen blvd make sure these are treated and once eradicate rake down the mounds.

## Item 10

Assigned To: Pine Lake

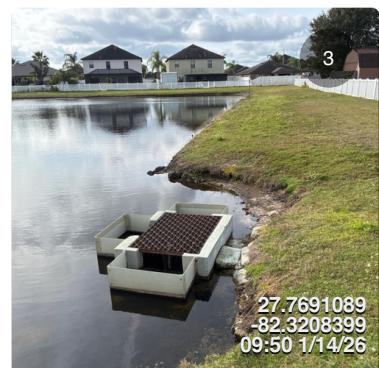
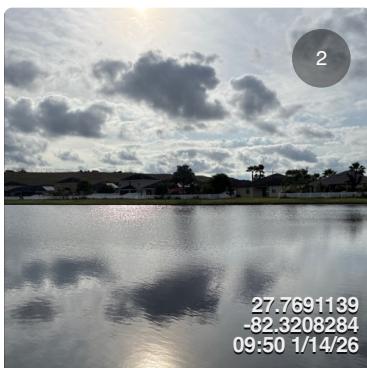
Remove the moss in the Loropetalum on Ayersworth Glen Blvd.



## Item 11

Assigned To: Board

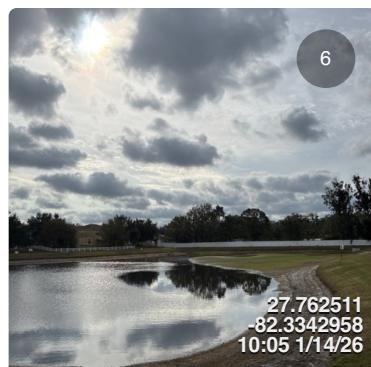
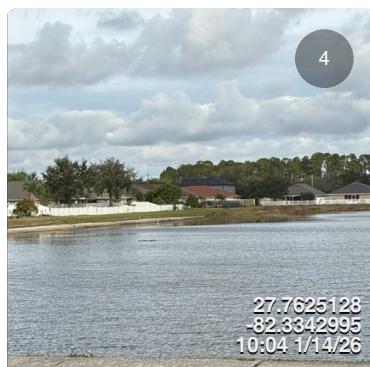
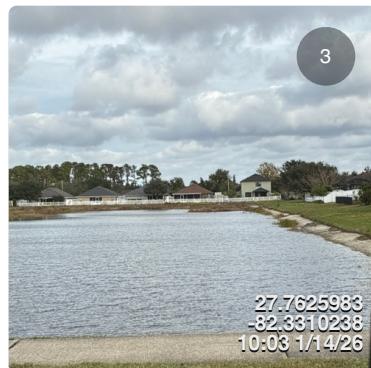
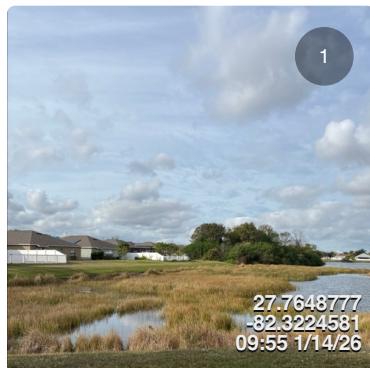
Pond 20 looks good all infrastructure is in good shape some minor erosion near outflow pipe.



## Item 12

### Assigned To: Board

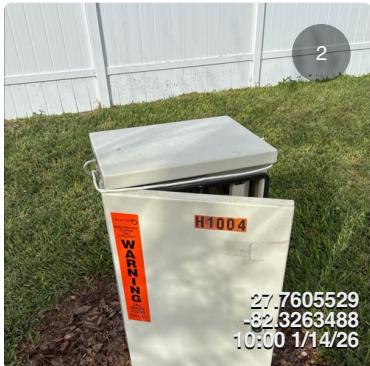
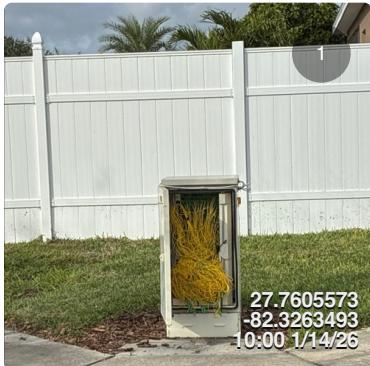
During my inspection the ponds were in good shape in the community with great clarity. Pond 16 did have county signs about high levels of bacteria. Not sure if they hit something that leaked into the pond.



## Item 13

### Assigned To: Onsite

Frontier needs to address the phone line box at the Loch Lauren Way entrance it is left open and wires are hanging out does onsite have contacts they can call to have this addressed.



## Item 14

### Assigned To: Sprinkler Solutions

The well next to pond 16 is currently leaking and needs to be addressed.

## Item 15

### Assigned To: Sprinkler Solutions

On the east side of Ayersworth Glen blvd there is a washout from some sort of leak that needs to be looked into.





January 12, 2026

## Highlands CDD December Irrigation Maintenance

Sprinkler Solutions of Florida was on site throughout the month of December conducting routine maintenance and monitoring site conditions. The ACC controller at the 301 entrance is inspected at least once a week to review the alarm status and station activity. The LTE communication module in the Balm controller is working as expected. Any new alarms are investigated as soon as possible, and proposals are sent to make the necessary repairs.

In addition to routine maintenance, the following issues were addressed:

- Continued to monitor new oak trees along Balm.
- Continued to monitor new Magnolia trees in median entrance on Clyne Field Court.
- Monitoring new annuals at Balm entrance.
- Replaced starter box on middle pump on Ayersworth Glen and made necessary adjustments to pump in Stone Park.
- Water source for mail kiosk on Carloway Hills is off and locked.
- Replaced battery operated controller on Scotburgh Glen and installed new rain shut-off device.
- Added Maxi-Jets to annual planter bed at Balm.
- Replaced hung valve at Club House that was not closing properly.
- Replaced broken solenoid on B62.
- Repaired broken lateral along south side of Ayersworth, below third oak tree east of US 301.

According to the National Weather Service, Tampa International Airport received 2.88" of rain in the month of December, with 1.9" of rain being recorded on December 12<sup>th</sup>. Rainfall throughout most of the area was significantly less, with many areas receiving less than half an inch. Considering the historical average is 2.56", most areas were significantly below normal as the drought continues. In addition to below normal rainfall, the area saw increased temperatures, with a daily average temperature of 66.6 degrees. This is 1.7 degrees above the historical average of 64.9 degrees. This trend is expected to continue, with above normal temperatures and below normal rainfall predicted through March.



Lateral repair under oak tree along south side of Ayersworth



Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Estimate**  
**#14834**  
**12/18/2025**

## Convert Zones B30 and B33 from sprays to drip

Convert Zones B30 and B33 from sprays to drip

Customer	Service Location
Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598	Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

### This is a NOT TO EXCEED PROPOSAL

**\$8,159.10**

Description
<b>Misc</b> Misc Parts and pieces (Hunter ICZ-151-XL drip valve kit)
<b>NDS Jumbo Valve Box Black/Green 13x20x12</b> (Series Valve Box Jumbo Rectangle 13 in. x 20 in. x 12 in.H Black Box/Green Lid Overlapping ICV)
<b>Hunter Drip Line 500ft</b> (HUNTER HDL DRILINE CV 0.9 GPH 12 in. 500 ft.)
<b>Hunter PLD Tee 17 mm Barb</b> Hunter Drip Tee (Hunter PLD Tee 17 mm Barb)
<b>Hunter PLD Coupling 17 mm Barb</b>
<b>Hunter PLD 90 Degree Elbow 17 mm Barb</b> Hunter Drip Elbow (Hunter PLD 90 Degree Elbow 17 mm Barb)
<b>Pro Trade 6" Sod Staples 100/BG</b> (Pro-Trade 6 in. Sod Staple Round Top 100/Bag)
<b>PVC Fittings 1/2" Threaded Cap</b> (PVC Cap 1/2 in. Female)
<b>Hunter Eco-Indicator 6"</b> Hunter Eco-Indicator 6" (Hunter Eco-Indicator 6")
<b>Maxi Jet Drain for drip 5 psi</b> Maxijet Auto Flush 3/4 in. Threaded 5 PSI for drip (Maxijet Auto Flush 3/4 in. Threaded 5 PSI for drip)
<b>PVC Pipe 1-1/2 in. x 20 ft. SDR-21 (CL 200) Bell End (Priced per ft.)</b>

**PVC Fittings 1 1/2" Elbow 90**

(PVC 90 Degree Elbow 1-1/2 in. Slip)

**PVC Pipe 1 in. x 20 ft. SDR-21 (CL 200) Bell End**

1 in. PVC Pipe (Class 200)

(PVC Pipe 1 in. x 20 ft. SDR-21 (CL 200) Bell End)

**PVC Fittings 1x1/2 Tee SLxFT Sch 40**

( PVC Reducing Tee 1 in. x 1/2 in. Slip x Female)

**Misc****Misc Parts and pieces**

(PVC reducing tee 2 in x 1/2" slip x female thd)

**Hunter PLD Male Adapter**

Drip Male Adapter

(Hunter PLD Male Adapter 17 mm x 1/2 in. MIPT x Barb)

**Tech 4****Irrigation Helper**

(Irrigation Helper)

**Tech 3****Irrigation Tech**

(Irrigation Tech)

**Misc****Misc Parts and pieces**

(Miscellaneous Parts, Fittings, Shop Supplies, and Consumables Provision of incidental materials necessary to complete installation and field operations, including but not limited to small-diameter fittings, electrical terminations, hardware, sealants, adhesives, mounting components, wire connectors, lubricants, cleaning agents, and other expendable items consumed in the course of fabrication, assembly, or system commissioning.)

**Estimate Total****\$8,159.10**

(Estimate Total represents all options. Actual total may be different.)

**Terms and Conditions**

This is a not to exceed proposal to repair a several broken zone pipes that were damaged as a result of trees blowing over during Hurricane Milton. These particular breaks are located in Starling, south of the tennis courts and adjacent to 5424 Starling Ridge. This proposal will include the following:

Request utility locates.

Excavate areas to expose damage.

Remove and replace all damaged pipe and/or fittings.

Test for proper operation and backfill.

**Jeff Hewett**

Manager

(813) 967-5863

jeff@ssofla.com

**Customer:**

Print Name

Date

Signature indicates agreement to contract work & acknowledges details, terms & conditions on all pages of this document.

Signature

Date



**SPRINKLER SOLUTIONS OF FLORIDA, INC.**  
Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Estimate**  
**#14858**  
**12/23/2025**

**Repair 3" mainline leak along south side of Ayersworth, below third oak tree east of 301**

**Repair 3" mainline leak along south side of Ayersworth, below third oak tree east of 301**

Customer
Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

Service Location
Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

**This is a NOT TO EXCEED PROPOSAL**

**\$4,935.00**

Description
(Trip Charge Irrigation Tech)
(Remove jasmine and any necessary tree roots to expose leak, remove damaged pipe and complete repair with necessary mechanical joints. Test for proper operation and backfill.)

**Estimate Total** **\$4,935.00**

(Estimate Total represents all options. Actual total may be different.)

### **Terms and Conditions**

Estimate valid for 30 days from date of Estimate.  
Payment to be made within 15 days of completion.

**Jeff Hewett**  
Manager  
(813) 967-5863  
jeff@ssofla.com

Signature indicates agreement to contract work & acknowledges details, terms & conditions on all pages of this document.

#### **Customer:**

Kristee Cole	12.23.25
Print Name	Date
<i>Kristee Cole</i>	12.23.25
Signature	Date







## Monthly Manager's Report – Highlands CDD 1/12/2026



**Highlands CDD  
Ayersworth Glen  
11102 Ayersworth Glen Blvd.  
Wimauma, FL 33598  
813-633-3322**

- Assisted 147 residents with Key Fobs for Amenities.
- Added 11 residents to email list.
- Completed 1 event, brought in \$300
- Completed community drive through weekly.
- Marc Security performed regular security duties.
- Performed regular maintenance duties daily.
- Holiday Event Complete.
- Pressure washing complete, painting underway.
- Security Camera System install underway.

### **Vendors On Site**

- **Xecutive Pools**
- **Sprinkler Solutions of Florida**
- **Pine Lake**
- **Advanced Aquatic**
- **Florida Fountain Maintenance**
- **Fence Outlet**
- **Trimmers**
- **Complete IT**



## RESOLUTION 2026-04

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT AMENDING THE DISTRICT'S RULES, POLICIES, AND PROCEDURES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR REPEAL OF RULES IN CONFLICT THEREWITH.**

**WHEREAS**, the Highlands Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt resolutions as may be necessary for the conduct of District business including rules for usage of District amenities; and

**WHEREAS**, the District has previously adopted Rules, Policies and Procedures for which it now desires to make certain amendments and revisions relating to these previously adopted Rules, Policies, and Procedures (hereinafter referred to as the "Rules"); and

**WHEREAS**, the revised Rules referenced below and attached are for immediate use and application, having been adopted by the District Board of Supervisors at a duly noticed public meeting on January 21, 2026.

### **NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The attached Rules are hereby adopted. The revisions referenced above and attached shall stay in full force and effect until such time as the Board of Supervisors may amend, rescind, or repeal the revised Rules in accordance with Chapter 190, Florida Statutes, and other applicable law.

**SECTION 2.** District staff has provided notice to the general public in accordance with Chapter 190, Florida Statutes.

**SECTION 3.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This Resolution shall become effective immediately upon its passage and shall remain in effect unless rescinded or repealed.

**SECTION 5.** This Resolution shall repeal all previously adopted rules to the extent that they are in conflict.

**PASSED AND ADOPTED** this 21st day of January 2026.

ATTEST:

**HIGHLANDS  
COMMUNITY DEVELOPMENT  
DISTRICT**

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Secretary / Assistant Secretary

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Chair / Vice Chair

Exhibit A: Revised Rules

# **HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT**

## **AMENITY POLICIES & RATES**

**ADOPTED SEPTEMBER 27, 2017  
REVISED NOVEMBER 9, 2021**

## **DEFINITIONS**

**“Access Card”** – shall mean an electronic card issued by District Staff to each Patron to access the Amenity Facilities.

**“Activities”** - shall mean the use of or acceptance of the use of the Amenities, or engagement in any contest, game, function, exercise, competition, sport, event, or other activity operated, organized, arranged or sponsored by the District, its contractors or third parties authorized by the District.

**“Amenities” or “Amenity Facilities”** – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the Clubhouse, Fitness Center, Outdoor Exercise Equipment Area, Swimming Pool, Dog Park, Playgrounds, Parks, and Basketball Court, together with their appurtenant facilities and areas.

**“Amenity Manager”** – shall mean that person or firm so designated by the District’s Board of Supervisors to manage the Amenities, including their employees.

**“Amenity Policies” or “Policies”** – shall mean these Amenity Policies & Rates of the Highlands Community Development District, as amended from time to time. The Board of Supervisors reserves the right to amend or modify these Policies and will notify the public of any changes by posting the revised Policies on the District’s website. The Board of Supervisors and District Staff shall have full authority to enforce the Amenity Policies.

**“Annual User Fee”** – shall mean the fee established by the District for any person that is not a Resident or Renter and wishes to become a Patron. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

**“Basketball Court”** - shall mean the basketball court located to the south of the parking lot for the Clubhouse, which is owned and maintained by the District.

**“Board of Supervisors” or “Board”** – shall mean the Highlands Community Development District’s Board of Supervisors.

**“Clubhouse”** – shall mean the amenity building commonly referred to as the Ayersworth Glen Clubhouse, located at 11102 Ayersworth Glen Boulevard, Wimauma, Florida 33598.

**“District”** – shall mean the Highlands Community Development District.

**“District Staff”** – shall mean the Amenity Manager, the District Manager, and District Counsel.

**“Dog Park”** – shall mean the designated dog park owned and maintained by the District.

**“Event Room”** – shall mean the designated area in the Clubhouse that is available for holding private events subject to the terms and conditions provided herein.

**“Fitness Center”** – shall mean the designated exercise area in the Clubhouse including the exercise equipment.

**“Guest”** – shall mean any person, other than a Patron, who is expressly authorized by the District to use the Amenities or invited for a specific visit by a Patron over the age of eighteen (18) years to use the Amenities.

**“Household”** – shall mean those individuals residing within the immediate household of a Patron. This can consist of individuals who have not yet attained the age of eighteen (18) or individuals over the age of eighteen (18) actually residing in the household. This does not include visiting relatives or extended family not residing in the home. Proof of residency for individuals over the age of eighteen (18) years is required by driver’s license or state or federal issued form of identification. A signed affidavit of residency shall be required for individuals under the age of eighteen (18) years.

**“Non-Resident Patron”** – shall mean any person not owning or renting property within the District who is paying the Annual User Fee to the District for use of the Amenity Facilities.

**“Outdoor Exercise Equipment Area”** – shall mean the various exercise stations located outdoors, which are owned and maintained by the District.

"ORGANIZED GROUP" - SHALL MEAN A GROUP OF PEOPLE OF ANY AGE, OF ANY SIZE, WHO MAINTAIN A CONSISTENT MEETING SCHEDULE FOR A SPECIFIC PURPOSE. MONETARY CONTRIBUTIONS TO PARTICIPATE ARE NOT NECESSARY TO BE CONSIDERED AN ORGANIZED GROUP.

**“Parks”** – shall mean any and all designated park areas owned and maintained by the District, **INCLUDING OPEN FIELDS OWNED AND MAINTAINED BY THE DISTRICT.**

**“Patron”** – shall mean any Resident, Renter, or Non-Resident Patron, as defined herein.

**“Playgrounds”** – shall mean all areas owned and maintained by the District that include any playground equipment.

**“Renter”** – shall mean an individual maintaining his or her residence in a home located within the District pursuant to a valid rental or lease agreement. Proof of valid rental or lease agreement shall be required to acquire an Access Card.

**“Resident”** – shall mean any person or entity owning property within the District.

**“Service Animal”** – shall mean animals meeting the definition provided for under Section 413.08(1)(d), Florida Statutes (F.S.), as may be amended.

**“Swimming Pool” or “Pool”** – shall mean the swimming pool adjacent to the Clubhouse, including the pool deck area.

### **AMENITIES ACCESS AND USAGE**

Only Patrons and Guests have the right to use the Amenities; provided, however, that certain community programming events may be available to the general public, where permitted by the District, and subject to payment of any applicable fees and satisfaction of any other

applicable requirements, including adherence to the Amenity Policies. All persons using the Amenities do so at their own risk and agree to abide by the Amenity Policies. The District shall assume no responsibility and shall not be liable for any accidents, personal injury or death, or damage to or loss of property arising from the use of the Amenities or from the acts, omissions, or negligence of other persons using the Amenities.

**Resident Access and Usage.** Residents must pay Operations & Maintenance Assessments applicable to property owners within the District in accordance with the District's annual assessment resolution. Payment of Operations & Maintenance Assessments covers the Annual User Fee for such Resident and entitles the Resident to use of the Amenities for the corresponding fiscal year of the District, which year begins October 1 and ends September 30. Residents must complete the Amenities Access Registration Form prior to access to or use of the Amenities.

**Non-Resident Access and Usage.** A Non-Resident Patron must pay the Annual User Fee in order to have the right to use the Amenities for one full year, which year begins from the date of receipt of payment by the District. The Annual User Fee must be paid in full before the Non-Resident Patron may use the Amenities. Each subsequent Annual User Fee shall be paid in full on or before the anniversary date of application. Annual User Fees may be renewed no more than thirty (30) days in advance of the date of expiration and for no more than one (1) calendar year. Multi-year memberships are not available. The Annual User Fee is nonrefundable and nontransferable. Non-Resident Patrons must complete the Amenities Access Registration Form prior to access to or use of the Amenities.

**Renter's Privileges.** Residents who rent or lease residential unit(s) in the District shall have the right to designate the Renter of the residential unit(s) as the beneficial users of the Resident's privileges to use the Amenities upon submission of proper written documentation as specified herein. Residents may retain their Amenities rights in lieu of granting them to their Renters. A Resident may not retain their rights to use the Amenities and grant them to a Renter at the same time for the same residential property.

1. A Renter who is designated by a Resident as the beneficial user of the Resident's rights to use the Amenities shall be entitled to the same rights and privileges to use the Amenities as the Resident. A Renter will be required to provide proof of residency (i.e., a copy of the lease agreement) and pay any applicable fee before he or she receives an Access Card. Such Renter shall receive an Access Card which shall expire at the end of the lease term and may be reactivated upon provision of proof of residency.
2. During the period when a Renter is designated as the beneficial user, the Resident shall not be entitled to use the Amenities.
3. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Resident owners are responsible for the deportation of their respective Renter.
4. Renters shall be subject to the Amenity Policies.

**Guest Access and Usage.** Each Patron (limited to one Patron per Household at any one time) is entitled to bring up to four (4) persons as Guests to the Amenities at one time (unless the Patron has reserved the Clubhouse). District Staff shall be authorized to verify and enforce the authorized

number of Guests. A Patron over the age of eighteen (18) years must accompany Guests at all times during Guests' use of the Amenities and are responsible for any and all actions taken by such Guests. Violation of the Amenity Policies by a Guest may result in suspension or termination of the Patron's Amenities access and usage privileges. Exceeding the authorized number of Guests specified above shall be grounds for suspension or termination of a Patron's Household's Amenities access and usage privileges.

**Access Cards.** Each Patron will be issued an Access Card by District Staff upon completion of the Amenities Access Registration Form. All Patrons must have a digital photo taken by District Staff, which shall appear on the Patron's assigned Access Card. Access Cards will allow Patrons entry to the Amenities during regular operating hours of the Amenities.

Patron Household members that are sixteen (16) years or older shall receive an Access Card allowing access to the Amenities. Patron Household members that are between the ages of thirteen (13) years and sixteen (16) years shall be issued Access Cards for identification purposes only, which shall be carried at all times during use of the Amenities. All minors under sixteen (16) years of age must be accompanied by an adult eighteen (18) years or older at all times. Each Patron Household will be authorized initial Access Cards for up to six (6) Household members free of charge after which a fee shall be charged for each additional Access Card in accordance with the Amenity Rates then in effect.

Patrons must scan their Access Cards in the card reader to gain access to the Amenities. This Access Card system provides a security and safety measure for Patrons and protects the Amenities from non-Patron entry. Under no circumstances, shall a Patron provide their Access Card to another person, whether Patron or non-Patron, to allow access to the Amenities.

Access Cards are the property of the District and are non-transferable except in accordance with the District's Amenity Policies. All lost or stolen cards must be reported immediately to District Staff. Applicable fees shall apply to replace any lost or stolen cards.

### **SMOKING, DRUGS, AND ALCOHOL**

Smoking, including vapor and electric devices, is not permitted in any building, or enclosed or fenced area to the maximum extent of the prohibitions set forth in the Florida Clean Indoor Air Act or other subsequent legislation. Additionally, to the extent not prohibited by law, smoking is discouraged in the Amenities and on District-owned property. All waste must be disposed of in the appropriate receptacles. No employee or contractor of the District shall smoke in any building, or enclosed or fenced area of the Amenities. Any violation of this policy shall be reported to District Staff.

Possession, use, and/or consumption of illegal drugs or alcoholic beverages is prohibited at the Amenities and on all other District-owned property. Any person that appears to be under the influence of drugs or alcohol will be asked to leave the Amenities. Violation of this policy may result in suspension or termination of Amenities access and usage privileges and illegal drug use may be punished to the maximum extent allowed by law.

## **SERVICE ANIMAL POLICY**

All animals, with the exception of dogs in the Dog Park and Service Animals, are not permitted within any District-owned public accommodations including, but not limited to, amenity buildings (offices, social halls and fitness center), pools, tennis courts, basketball courts, playgrounds, parking lots, open spaces and other appurtenances or related improvements. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or,
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual's disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

## **GENERAL AMENITY POLICIES**

***Hours of Operation.*** All hours of operation of the Amenities will be established and published by the District on its website. The District may restrict access or close some or all of the Amenities at any time due to inclement weather, for purposes of providing a community activity, for a special event, for making improvements, for conducting maintenance, or for any other purposes. Any programs or events of the District may have priority over other users of the Amenities.

Unless otherwise posted on the website, all outdoor Amenities are open only from dawn until dusk. The specific, current hours of operation for several of the Amenities, which may be amended from time to time, and which may be subject to closure for holidays and other special circumstances, are as published on the District's website. No Patron or Guest is allowed in the service areas of the Amenities.

***General Usage Guidelines.*** Except as otherwise stated herein, the following guidelines govern the use of the Amenities, generally. Specific policies for each Amenity are outlined in the respective section for each herein.

(1) ***Registration and Access Cards.*** Each Patron must scan in an Access Card in order to access the Amenities and must have his or her assigned Access Card available for inspection by District Staff while using the Amenities. Access Cards are only to be used by the Patron to whom they are issued.

(2) ***Attire.*** With the exception of the Swimming Pool and wet areas where bathing suits are permitted, Patrons and Guests must be properly attired with shirts and shoes to use the Amenities. Bathing suits and wet feet are not allowed indoors with the exception of the bathrooms.

(3) ***Food and Drink.*** Food and drink will be limited to designated areas only. No glass containers of any type are permitted at any of the Amenities. All persons using any of the Amenities must keep the area clean by properly disposing of trash or debris.

(4) ***Parking and Vehicles.*** Vehicles must be parked in designated areas. Vehicles should not be parked on grassed areas or in any way which blocks the normal flow of traffic. During special events, alternative parking arrangements may be authorized but only as directed by District Staff. Off-road bikes/vehicles (including ATV's), and motorized scooters are prohibited on all property owned, maintained, and operated by the District or at any of the Amenities unless said vehicles are owned by the District or an authorized District contractor.

(5) ***Fireworks.*** Fireworks of any kind are not permitted anywhere on District-owned property.

(6) ***Bicycles, Skateboards, Etc.*** Bicycles, skateboards, rollerblades, and similar items are not permitted on Amenity property, which includes, but is not limited to, the Clubhouse parking lot, the Clubhouse, Swimming Pool, athletic fields, Basketball Court, Playgrounds, and sidewalks proximate to these areas.

(7) ***Grills.*** Personal propane barbeque grills are permitted to be used at the Parks and Swimming Pool. Patrons are responsible for properly cleaning up the area after use. No personal charcoal barbeque grills are permitted to be used at the Amenities or on any other District-owned property.

(8) ***Firearms.*** Firearms are not permitted in the Amenities unless the Patron or Guest is authorized to possess and carry a firearm under Florida law. Among other prohibitions, no firearms may be carried to any meeting of the District's Board of Supervisors.

(9) ***Equipment.*** All District equipment, furniture, and other tangible property must be returned in good condition after use. Patrons and Guests are encouraged to notify District Staff if such items are in need of repair, maintenance, or cleaning.

(10) ***Littering.*** Patrons and Guests are responsible for cleaning up after themselves and helping to keep the Amenities clean at all times.

(11) ***Bounce Houses and Other Structures.*** The installation and use of bounce houses and similar apparatus is prohibited on District property without prior approval by District Staff. Patrons desiring to install bounce houses or similar apparatus will be required to provide a certificate of liability insurance acceptable to the District prior to receiving such approval. No exceptions will be made.

(12) ***Cellular Phones.*** To prevent disturbance to others, use of cellular telephones should be limited while using the Amenities. Patrons and Guests are asked to keep their ringers turned off or on vibrate while using the Amenities.

(13) ***Excessive Noise.*** Excessive noise that will disturb other Patrons and Guests is not permitted.

(14) ***Lost or Stolen Property.*** The District is not responsible for a Patron or Guest's lost or stolen items while using the Amenities. The Amenity Manager is not permitted to hold valuables or bags for Patrons or Guests. All found items should be turned in to the Amenity Manager for storage in the lost and found. Items will be stored in the lost and found for two (2) weeks after which District Staff shall dispose of such items in such manner as determined in its sole discretion; provided, however, that District Staff shall not be permitted to keep such items personally or to give such items to anyone not otherwise claiming ownership.

(15) ***Trespassing / Loitering.*** There is no trespassing or loitering allowed at the Amenities. Any individual violating this policy may be reported to the local authorities.

(16) ***Compliance with Laws.*** All Patrons and Guests shall abide by and comply with any and all federal, state, and local laws and ordinances, as well as any District rules and policies, while present at or utilizing the Amenities, and shall ensure that any minor for whom they are responsible also complies with the same.

(17) ***Courtesy.*** Patrons and their Guests shall treat all District Staff and other Patrons and Guests with courtesy and respect.

(18) ***Emergencies.*** In the event of an injury, property damage, or other emergency, District Staff should be contacted immediately.

(19) ***False Alarms.*** Anyone improperly attempting to enter the Amenity Facilities outside of regular operating hours or without the use of a valid Access Card and who thereby causes the security alarm to activate will be responsible for the full amount of any fee charged to the District in connection with such security alarm.

## **SWIMMING POOL POLICIES**

(1) ***Operating Hours.*** Swimming is permitted only during designated hours, as posted at the Swimming Pool. Swimming after dusk is prohibited.

(2) ***Swim at Your Own Risk.*** All persons using the Swimming Pool do so at their own risk and must abide by all posted Swimming Pool rules and policies and the Amenity Policies.

(3) ***Supervision of Children.*** Children under the age of sixteen (16) years must be accompanied by, and supervised by, an adult at least eighteen (18) years of age at all times while using the Swimming Pool. All children five (5) years of age or younger, as well as all children who are unable to swim by themselves, must be supervised by a responsible adult eighteen (18) years of age or older within arm's length at all times when on the pool deck or in the Pool. All children, regardless of age, using inflatable armbands (i.e., water wings) or any approved Coast Guard flotation device MUST be supervised one-on-one by an adult who is in the water and within arm's length of the child at all times.

(4) ***Aquatic Toys and Recreational Equipment.*** No flotation devices are allowed in the Pool except for water wings and swim rings used by children, under the direct supervision of an adult as specified in Section (3) above. Inflatable rafts, balls, pool floats, and other toys and equipment are prohibited at the Pool.

(5) ***Prevention of Disease.*** All swimmers must shower before initially entering the Pool. Persons with open cuts, wounds, sores or blisters, nasal or ear discharge may not use the Pool. No person should use the Pool with or if suspected of having a communicable disease which could be transmitted through the use of the Pool.

(6) ***Attire.*** Appropriate swimming attire (swimsuits) must be worn at the Pool at all times. No thongs or Brazilian bikinis are allowed. Wearing prohibited attire will result in immediate expulsion from the Pool.

(7) ***Horseplay*** No jumping, pushing, running, wrestling, excessive splashing, sitting or standing on shoulders, spitting water, or other horseplay is allowed in the Pool or on the Pool deck area.

(8) ***Diving.*** Diving is strictly prohibited at the Pool. Back dives, back flips, back jumps, or other dangerous actions are also prohibited.

(9) ***Weather.*** The Pool will be closed during electrical storms or when rain makes it difficult to see any part of the Pool or Pool bottom clearly. The Swimming Pool will be closed at the first sound of thunder or sighting of lightning and will remain closed for thirty (30) minutes after the last sound of thunder or sighting of lightning. Everyone must leave the Pool deck immediately upon hearing thunder or sighting lightning, or when instructed to do so by District Staff.

(10) ***Pool Furniture; Reservation of Tables or Chairs.*** Tables and chairs may not be removed from the Pool deck area. Tables or chairs on the Pool deck area may not be reserved by placing towels or personal belongings on them.

(11) ***Entrances.*** Pool entrances must be kept clear at all times.

(12) ***Pollution.*** No one shall pollute the Pool. Anyone who does pollute the Pool is liable for any costs incurred in cleaning, treating, and reopening the Pool.

(13) ***Swim Diapers.*** Children under the age of three (3) years, and those who are not reliably toilet trained, must wear rubber lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste contaminating the Swimming Pool. If contamination occurs, the Pool will be shocked and closed for a period of twelve (12) hours. Patrons or Guests not abiding by this policy shall be responsible for any costs incurred in cleaning, treating, and reopening the Pool.

(14) ***Staff Only.*** Only authorized District Staff and District contractors are allowed in the service and chemical storage areas. Only authorized District Staff and District contractors may operate pool equipment or use pool chemicals.

(15) **Pool Closure.** In addition to any applicable Hillsborough County and the State of Florida Health Code Standards, and as provided for herein, the Pool will be closed for the following reasons:

- During severe weather conditions (heavy rain, lightning, and thunder) and warnings, especially when visibility to the Pool bottom is compromised (Pool deck area also closed).
- For thirty (30) minutes following the last occurrence of thunder or lightning (Pool deck area also closed).
- During operational and mechanical treatments for the Pool or difficulties affecting pool water quality.
- For a period of time following any mishap that results in feces or vomit in the Pool or Pool deck area.
- Any other reason deemed to be in the best interest of the District as determined by District Staff.

(16) **Containers.** Glass containers are not permitted in the Pool or Pool deck area.

(17) **No Private Rentals.** The Pool and Pool deck area are not available for rental for private events. All Pool rules remain in full effect during the rental of other Amenity areas.

(18) **Programming.** District Staff reserves the right to authorize all programs and events, including with regard to the number of guest participants, equipment, supplies, usage, etc., conducted at the Pool, including swim lessons, aquatic/recreational programs and pool parties. Any organized events taking place at the Pool must first be approved by the District.

(19) **Pool Chair Lifts.** The District provides ADA-compliant chair lifts at the Swimming Pool for use by disabled Patrons and Guests only.

- Anyone using the Pool chair lift is encouraged to consult with their physician prior to determine if use of the chair lift and the Swimming Pool is appropriate for them.
- Pool chair lifts are designed for self-use. District Staff is not authorized to assist any Patron or Guest with use of the chair lift other than providing initial operating instructions.
- Any unauthorized use of the Pool chair lifts by a non-disabled Patron or Guest is prohibited and shall result in immediate suspension from the Amenities for a minimum period of twenty-four (24) hours.

## **FITNESS CENTER AND OUTDOOR EXERCISE EQUIPMENT POLICIES**

(1) **Exercise at Your Own Risk.** The Fitness Center and Outdoor Exercise Equipment Area is not supervised during operating hours. All Patrons and Guests are encouraged to consult their physician before beginning an exercise program and consult District Staff for questions or concerns about equipment use. All Patrons and Guests shall consult District Staff for any questions or concerns about the equipment.

(2) **Usage Restrictions.** Patrons and Guests ages fourteen (14) years and older may use the Fitness Center, but they must have an Access Card, have a signed waiver on file with the District, and be accompanied by an adult Patron eighteen (18) years of age or older. No children under the age of fourteen (14) years are allowed in the Fitness Center at any time.

(3) **Attire.** Appropriate attire including shorts, shirts, and closed-toe athletic footwear must be worn at all times in the Fitness Center.

(4) **Food and Drink.** No food or chewing gum is permitted in the Fitness Center. Water or other sport drinks must be contained in non-breakable spill-proof containers.

(5) **Noise.** Personal music devices are permitted if used with headphones and played at a volume that does not disturb others. Cell phones should be silenced and not used while in the Fitness Center.

(6) **Equipment.** Misuse or destruction of the Fitness Center equipment or the equipment in the Outdoor Exercise Equipment Area is prohibited. Weights or other fitness equipment may not be removed from the Fitness Center. Weights shall be replaced to their proper location after use. Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights. Patrons and Guests are responsible for wiping down fitness equipment after use.

(7) **Personal Training.** Except as expressly authorized by the District, the provision of personal training services for fees, or solicitation of personal training services for fees, is prohibited in the Fitness Center.

(8) **Hand Chalk.** Hand chalk is not permitted in the Fitness Center.

(9) **Personal Items.** No bags, gear, or clothing are permitted on the floor of the Fitness Center or on the fitness equipment.

(10) **Courtesy.** If another Patron or Guest is waiting, cardiovascular equipment utilization is limited to thirty (30) minutes. If a Patron or Guest is waiting for the weight equipment, individuals should allow others to “work in,” between sets. All fitness equipment must be wiped down after use with the wipes and/or spray provided.

(11) **Maintenance.** All concerns, equipment malfunctions, and maintenance needs should be reported to District Staff immediately.

(12) **Emergencies.** All emergencies and injuries must be reported to District Staff immediately.

### **BASKETBALL COURT POLICIES**

(1) **Use at Own Risk.** Patrons and Guests may use the Basketball Court at their own risk and must comply with all posted signage. All Patrons and Guests are encouraged to consult their

physician before beginning an exercise program and using the Basketball Court. The Basketball Court is not staffed by the District.

- (2) ***Hours of Operation.*** Unless otherwise posted, the Basketball Court is open from dawn until dusk.
- (3) ***Supervision of Children.*** Supervision by an adult eighteen (18) years and older is required for minors under the age of sixteen (16) years while using the Basketball Court.
- (4) ***No Reservations.*** The Basketball Court is available for use by Patrons and Guests on a first-come, first-served basis and cannot be reserved in advance. If another Patron or Guest is waiting, Basketball Court usage shall be limited to one (1) hour.
- (5) ***Attire.*** Appropriate athletic attire including shorts, shirts, and closed-toe athletic footwear must be worn at all times while using the Basketball Court. No black-soled shoes are permitted.
- (6) ***Destructive Use of Equipment Prohibited.*** Hanging on the hoops, dunking, drawing on the Basketball Court, and destructive use of the equipment is prohibited.
- (7) ***Food and Drinks.*** Food and gum are not permitted on the Basketball Court. Drinks are permitted on the Basketball Court must be in a non-breakable spill-proof container. Patrons and Guests are responsible for clean-up of any drinks brought by them to the Basketball Court. No glass containers are permitted on the Basketball Court.
- (8) ***Prohibited Equipment.*** No bicycles, scooters, skateboards, rollerblades or other similar equipment are permitted on the Basketball Court. No chairs, other than those provided by the District, are permitted on the Basketball Court.
- (9) ***Clean-up.*** Patrons and Guests are responsible for clean-up of any items brought by them to the Basketball Court.
- (10) ***Emergencies.*** All emergencies and injuries must be reported to District Staff immediately.

### **PLAYGROUND and PARK POLICIES**

- (1) ***Use at Own Risk.*** Patrons and Guests may use the Playgrounds and Parks at their own risk and must comply with all posted signage. Playgrounds and Parks are not staffed by the District.
- (2) ***Hours of Operation.*** Unless otherwise posted, all Playground and Park hours are from dawn to dusk.
- (3) ***Supervision of Children.*** Supervision by an adult eighteen (18) years and older is required for children under the age of thirteen (13) years while using a Playground or Park. Children must remain in the sight of adult supervisor at all times. All children are expected to play cooperatively with other children.

- (4) **Shoes/Clothing.** Proper footwear is required and no loose clothing, especially with strings, should be worn when using Playground equipment.
- (5) **Mulch.** The mulch material on the Playgrounds is necessary for reducing fall impact and for good drainage. It is not to be picked up, thrown, or kicked for any reason.
- (6) **Equipment.** Playground equipment shall only be used for its intended purpose. Misuse or destruction of the Playground equipment or any District property in the Playgrounds or Parks is prohibited.
- (7) **Food and Drinks.** Food and gum are not permitted on the Playgrounds, but are permitted at the Parks. Drinks are permitted in the Parks and the Playgrounds, but not on the Playground equipment. Drinks must be in a non-breakable spill-proof container. Patrons and Guests are responsible for clean-up of any food brought by them to the Parks and any drinks brought by them to the Parks or Playgrounds. No glass containers are permitted in the Parks or Playgrounds.
- (8) **Clean-up.** Patrons and Guests are responsible for clean-up of any items brought by them to the Playgrounds or Parks.
- (9) **Emergencies.** All emergencies and injuries must be reported to District Staff immediately.

**(10) OPEN FIELDS. OPEN FIELDS CANNOT BE RENTED OR USED FOR ORGANIZED ATHLETIC EVENTS, INCLUDING SPORTS CAMPS, TEAM PRACTICES, GROUP COACHING.**

**DOG PARK POLICIES**

- (1) **General.** The Dog Park is to be used exclusively for the enjoyment of canines with their owners.
- (2) **Use at Own Risk.** Patrons and Guests may use the Dog Park at their own risk and must comply with all posted signage. The Dog Park is not staffed by the District. The District is not responsible for any injuries to visiting dogs, their owners, or others using the Dog Park.
- (3) **Hours of Operation.** The Dog Park hours are from dawn to dusk.
- (4) **Supervision of Children.** Supervision by an adult eighteen (18) years and older is required for children under the age of thirteen (13) years while using the Dog Park. Children must remain in the sight of adult supervisor at all times.
- (5) **Shoes.** Proper footwear is required for Patrons and Guests while using the Dog Park.
- (6) **Equipment.** Equipment in the Dog Park shall only be used for its intended purpose. Misuse or destruction of the equipment or any District property in the Dog Park is prohibited.
- (7) **Food.** People food is prohibited in the Dog Park.
- (8) **Clean-up.** Patrons and Guests are responsible for clean-up of any items brought by them to the Dog Park.
- (9) **Glass Containers.** No glass containers are permitted in the Dog Park.
- (10) **Dogs and Use of Dog Park.**
  - a. Patrons and Guests using the Dog Park are responsible for the actions of their dogs.
  - b. Dog feces shall be picked up and disposed of by Patron/Guest.
  - c. Dogs using the Dog Park must wear current license tag and have a current rabies vaccination.
  - d. Dogs must be leashed when entering and leaving the Dog Park.
  - e. Patrons and Guests using the Dog Park must be present, with leash, and in view of their dog at all times.
  - f. Dogs shall be under voice control of Patron/Guest at all times.
  - g. Aggressive dogs will not be allowed to remain in the Dog Park.
  - h. Dogs in heat are prohibited from using the Dog Park.

- i. Dogs exceeding thirty-five (35) pounds in weight are prohibited from entering the designated "Small Dog," section of the Dog Park.

- j. Patron/Guest shall immediately fill in any holes dug by their dog.

(11) **Emergencies.** All emergencies and injuries must be reported to District Staff immediately.

### **FACILITY RENTAL POLICIES**

(1) ***Rentals; Patrons Only.*** For the convenience and enjoyment of Patrons, the Clubhouse is available for rental between the hours of 12:00 pm and 5:00 pm or 6:00 pm and 11:00 pm by Patrons in order to use the Clubhouse on an exclusive basis for organized events. Unless otherwise directed by the District, only Patrons may rent the Clubhouse. Patrons may not rent the Clubhouse on behalf of non-Patrons. All rentals are subject to availability and the discretion of District Staff. The Pool and Pool deck areas are NOT available for rental and shall remain open to other Patrons and Guests during normal operating hours. Patrons renting the Clubhouse are permitted up to fourteen (14) Guests (per rental event, not per Patron Household) for use and access to the Swimming Pool during the designated rental period. At the conclusion of the designated rental period, the standard Guest policy shall be in effect and fully enforceable by District Staff. The standard Guest policy (four (4) persons per Patron Household) shall remain in full force and effect with respect to the Pool during private rentals during all Federal holidays, holiday weekends, and school holidays including spring break.

(2) ***Rental Reservation Process.*** Patrons interested in renting the clubhouse may reserve a desired rental date and time on a first-come, first-served basis up to four (4) months in advance of such desired rental date. To reserve a desired rental date and time (the "Rental Date,") a Patron must submit to the Amenity Manager a completed Event Room Rental Agreement (Exhibit "C,") and the full amount of the Event Room Rental Deposit as specified in the Amenity Rates (Exhibit "A,"). A desired Rental Date will NOT be reserved until both the completed Event Room Rental Agreement and Deposit are received by District Staff. District Staff will review the Event Room Rental Agreement and has full authority to deny the request subject to availability and in its reasonable discretion. No later than fourteen (14) days prior to the Rental Date, Patron must submit to the Amenity Manager the full amount of the Event Room Rental Fee as specified in the Amenity Rates (Exhibit "A,") or Patron's Event Room Rental Deposit will be forfeited and the Rental Date will be released and made available to other Patrons. To make a reservation within fourteen (14) days of the desired rental date, Patrons must submit to District Staff a completed Event Room Rental Agreement and the total amount of both the Event Room Rental Deposit and the Event Room Rental Fee. NO EXCEPTIONS WILL BE MADE TO THE EVENT ROOM RENTAL RESERVATION PROCESS.

(3) ***Cancellations.*** Cancellations must be made in writing and received by the Amenity Manager at least thirty (30) days in advance of the Rental Date in order for Patron to receive a refund of the Event Room Rental Deposit.

(4) ***Deposits.*** Deposits will be returned to the Patron within ten (10) days of the Rental Date provided there has been no damage to District property and the Clubhouse has been properly cleaned after use by the Patron in accordance with the terms and conditions of the Event Room Rental Agreement.

(5) ***Additional Cleaning or Damage.*** The District may retain all or part of any Deposit if the District determines, in its sole discretion, that it is necessary to perform additional cleaning or to repair

any damages arising from the rental. Should the costs of any such cleaning or repairs exceed the Deposit, the District shall have authority to recover such costs from Patron by any means legally available and to suspend Patron's Amenities access and use privileges until such Patron pays any such amounts.

(6) ***Duration of Events.*** Unless otherwise authorized in writing by the District's Board of Supervisors pursuant to a special request, Event Room rentals shall take place during the specified hours and be for a maximum of five (5) hours, inclusive of set-up and clean-up time. A maximum of one (1) additional hour for an Event Room rental may be permitted subject to the payment of an additional Event Room Rental fee as provided for in the Amenity Rates (Exhibit "A,). No exceptions shall be made to allow for set-up or clean-up outside of the authorized rental period.

(7) ***Noise.*** The volume of any live or recorded music must not violate applicable Hillsborough County noise ordinances or unreasonably interfere with the use and enjoyment by others of their homes or the other Amenities.

(8) ***Capacity.*** Under no circumstances shall the capacity limit of the Clubhouse be exceeded during any rental event.

(9) ***Insurance.*** Additional liability insurance coverage may be required for events that the District determines in its sole discretion should require additional liability insurance. The District must be named as an additional insured on any such insurance policy in order to satisfy any such requirement for additional liability insurance.

(10) **ORGANIZED GROUPS. AMENITY FACILITIES CANNOT BE USED BY ORGANIZED GROUPS UNLESS AN ORGANIZED GROUPS HAS COMPLIED WITH THE DISTRICT'S RENTAL RESERVATION POLICY.**

#### **SUSPENSION AND TERMINATION OF PRIVILEGES**

(1) ***General Policy.*** All persons using the Amenities and entering District property are responsible for and shall comply with the Amenity Policies established for the safe operations of the Amenities. Inappropriate behavior by Patrons or Guests will not be tolerated.

(2) ***Suspension of Access and Use Privileges.*** The District, through its Board, District Manager, Amenity Manager, or District Counsel shall have the right to restrict, suspend, or terminate the Amenities privileges of any person to use the Amenities for any of the following behavior:

- a. Submits false information on any application for use of the Amenities;
- b. Permits the unauthorized use of an Access Card;
- c. Exhibits unsatisfactory behavior, manners, or appearance;
- d. Fails to pay amounts owed to the District in a proper and timely manner;
- e. Fails to abide by any District rules or policies including, but not limited to the Amenity Policies;
- f. Treats any member of the Board, District Staff, Amenity Manager, any District contractor or other representative, or any Patron, Guest, or Resident, in an unreasonable or abusive manner;
- g. Damages or destroys District property; or
- h. Engages in conduct that is improper or likely to endanger the health, safety, or welfare of the District, or any member of the Board, District Staff, Amenity Manager, any District contractor or other representative, or any Patron, Guest, or Resident.

**(3) Authority of District Staff and Members of the Board of Supervisors.** District Staff or their designee, or any member of the Board of Supervisors, has the ability to remove any person from the Amenities if any of the above-referenced behaviors or actions occur or if in his/her reasonable discretion it is the District's best interest to do so. As provided for herein, District Staff may restrict or suspend for cause, including but not limited to those described above, any person's privileges to use any or all of the Amenities until the next regularly scheduled meeting of the Board of Supervisors.

**(4) Process for Suspension or Termination of Access and Use Privileges.** Subject to the rights of District Staff set forth in Section 3 above, the following process shall govern suspension and termination of privileges:

a. Offenses:

i. First Offense: Verbal warning by District Staff and suspension from the Amenities for up to one (1) week from the commencement of the suspension. Violation is recorded by District Staff, signed by the individual offender(s), and held on file by the District.

ii. Second Offense: Automatic suspension of all Amenities privileges for up to thirty (30) days from the commencement of the suspension, with the preparation by District Staff of a written report to be signed by the offender(s) and filed with the District.

iii. Third Offense: Suspension of all Amenities privileges for up to one (1) year. Such suspension shall run to the next regular meeting of the Board of Supervisors. At said meeting, the record of all previous offenses will be presented to the Board for recommendation of termination of the offender(s) privileges for up to one (1) calendar year. The length of the suspension is in the discretion of the Board and may be for less than one (1) year.

b. Each offense shall expire one (1) year after such offense was committed, at which time the number of offenses on record for such offender(s) shall be reduced by one (1). For example, if a first offense is committed on February 1 and a second offense on August 1, there will be two offenses on record until February 1 of the following year, at which time the first offense will expire and the second offense will thereafter be considered a first offense until it expires on the following August 1. The provisions of this Paragraph shall not at any time serve to reduce any suspensions or terminations, which may have been imposed prior to the expiration of any offenses.

c. Notwithstanding the foregoing, any time a user of the Amenities is arrested for an act committed, or allegedly committed, while on the premises of the Amenities, or violates the Amenity Policies in a manner that, in the discretion of District Staff upon consultation with one Board member, justifies suspension beyond the guidelines set forth above, such offender(s) shall have all Amenities privileges immediately suspended until the next Board of Supervisors meeting. At the Board meeting, the Board will be presented with the facts surrounding the arrest or violation and the Board may make a recommendation of suspension or termination of the offender(s) Amenities privileges, which suspension or termination may include members of the offender(s) Household and may, upon the first offense, equal to or exceed one (1) year. In particular situations that pose a long term or continuing threat to the health, safety, or welfare

of the District or its Residents, Patrons, or Guests, permanent termination of Amenities privileges may be warranted and considered.

d. Any suspension or termination of Amenities privileges may be appealed to the Board of Supervisors for reversal or reduction. The Board's decision on appeal shall be final.

(5) ***Legal Action; Criminal Prosecution.*** If any person is found to have committed any of the infractions noted in Section 2 above, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature.

#### **USE AT OWN RISK; INDEMNIFICATION**

Any Patron, Guest, or other person who participates in Activities shall do so at his or her own risk, and shall indemnify, defend, release, hold harmless, and forever discharge the District and its contractors, and the present, former, and future supervisors, staff, officers, employees, representatives, agents, and contractors of each (collectively, the "Indemnitees"), for any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, by any individual of any age, or any corporation or other entity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, the participation in any Activities by said Patron, Guest, or other person, and any of his or her Guests and any members of his or her Household.

Should any Patron, Guest, or other person bring suit against the Indemnitees in connection with any Activities or relating in any way to the Amenities, and fail to obtain judgment therein against the Indemnitees, said Patron, Guest, or other person shall be liable to the District for all attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings.

The waiver of liability contained herein does not apply to any act of intentional, willful or wanton misconduct by the Indemnitees.

#### **SOVEREIGN IMMUNITY**

Nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, F.S., or other statutes or law.

#### **SEVERABILITY**

The invalidity or unenforceability of any one or more provisions of the Amenity Policies shall not affect the validity or enforceability of the remaining provisions, or any part of the Amenity Policies not held to be invalid or unenforceable.

## **AMENDMENTS AND WAIVERS**

The Board in its sole discretion may amend the Amenity Policies from time to time. The Board by vote at a public meeting or the District Manager may elect in its/their sole discretion at any time to grant a waiver to any of the provisions of the Amenity Policies, provided however that the Board is informed within a reasonable time of any such waiver.

**The above amended Amenity Policies & Rates were adopted on November 9, 2021, by the Board of Supervisors for the Highlands Community Development District.**

Jennifer Goldyn  
Secretary/Assistant Secretary

Karen J. Bart  
Chairperson, Board of Supervisors

**Exhibit A: Amenity Rates**

**Exhibit B: Amenities Access Registration Form**

**Exhibit C: Event Room Rental Agreement**

**EXHIBIT A**  
**AMENITY RATES**

<b>TYPE</b>	<b>RATE</b>
Annual User Fee	\$2500.00
Additional Household Member Access Card	\$10.00
Replacement Access Card	\$30.00
Event Room Rental Deposit	\$350.00
Event Room Rental Fee	\$200.00 for up to five (5) hours; \$100.00 for one (1) additional hour

**EXHIBIT B**  
**AMENITIES ACCESS REGISTRATION FORM**

**HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT**  
**AMENITIES ACCESS REGISTRATION FORM**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ADDITIONAL RESIDENT 1: \_\_\_\_\_ DOB IF UNDER 18: \_\_\_\_\_

ADDITIONAL RESIDENT 2: \_\_\_\_\_ DOB IF UNDER 18: \_\_\_\_\_

ADDITIONAL RESIDENT 3: \_\_\_\_\_ DOB IF UNDER 18: \_\_\_\_\_

ADDITIONAL RESIDENT 4: \_\_\_\_\_ DOB IF UNDER 18: \_\_\_\_\_

ADDITIONAL RESIDENT 5: \_\_\_\_\_ DOB IF UNDER 18: \_\_\_\_\_

**ACCEPTANCE:**

I acknowledge receipt of Access Cards for the above listed residents and that the above information is true and correct. I understand that I have willingly provided all the information requested above and that it may be used by the District for various purposes. **I also understand that by providing this information that it may be accessed under Florida's public records laws.** I also understand that I am financially responsible for any damages caused by me, my Household members, or my guests and the damages resulting from the loss or theft of my or my Household members' Access Cards. It is understood that Access Cards are the property of the District and are non-transferable except in accordance with the District's rules, policies, and regulations. In consideration for the admittance of the above listed persons and their guests into the Amenities owned and operated by the District, I agree to hold harmless and release the District, its agents, officers, and employees from any and all liability for any injuries that might occur in conjunction with the use of any of the District's Amenity Facilities (including but not limited to: Swimming Pools, Basketball Courts, Fitness Center, Clubhouse, Dog Park, Playgrounds, Parks and other Amenities), as well as while on the District's property. Nothing herein shall be considered as a waiver of the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or other applicable statute.

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Signature of Patron (Legal Guardian if Minor)

---

Date

**AFFIDAVIT OF RESIDENCY:  
(REQUIRED IF LEGAL FORM OF PROOF OF RESIDENCY NOT PROVIDED)**

I hereby state that the address listed above is the bona fide residence for all residents listed in this Amenities Access Registration Form and that such address is located within the Highlands Community Development District. I acknowledge that a false statement in this affidavit may subject me to penalties for making a false statement pursuant to Section 837.06, Florida Statutes. I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

---

Signature of Patron

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Acknowledged 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 Florida  
Print Name: \_\_\_\_\_  
Commission No.: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

**RECEIPT OF DISTRICT AMENITY POLICIES & RATES**

I, the undersigned, hereby acknowledge that I have been provided and understand the terms set forth in the Highlands Community Development District's Amenity Policies & Rates.

---

Signature of Patron (Legal Guardian if Minor)

---

Date

**GUEST POLICY:**

Guest policies related to the Amenities is provided for the District's Amenity Policies & Rates.

**PLEASE RETURN THIS FORM TO:**

Highlands Community Development District  
Attn: Will Williams, Clubhouse & Amenities Manager  
11102 Ayersworth Glen Boulevard  
Wimauma, FL 33598  
Tel: (813) 633-3322  
E-mail: awgclubhouse@gmail.com

**OFFICE USE ONLY:**

Date Received

Date Entered in System

Staff Member Signature

PRIMARY RESIDENT: \_\_\_\_\_ Access Card # \_\_\_\_\_

ADDITIONAL RESIDENT 1: \_\_\_\_\_ Access Card # \_\_\_\_\_

ADDITIONAL RESIDENT 2: \_\_\_\_\_ Access Card # \_\_\_\_\_

ADDITIONAL RESIDENT 3: \_\_\_\_\_ Access Card # \_\_\_\_\_

ADDITIONAL RESIDENT 4: \_\_\_\_\_ Access Card # \_\_\_\_\_

ADDITIONAL RESIDENT 5: \_\_\_\_\_ Access Card # \_\_\_\_\_

**ADDITIONAL INFORMATION:**

Phase: \_\_\_\_\_ Neighborhood: \_\_\_\_\_

New Construction: \_\_\_\_\_

Re-Sale: \_\_\_\_\_ Prior Owner: \_\_\_\_\_

Rental: \_\_\_\_\_ Landlord/Owner: \_\_\_\_\_ Lease Term: \_\_\_\_\_

**EXHIBIT C**  
**EVENT ROOM RENTAL AGREEMENT**

## **Ayersworth Glen**

### **Event Room Rental Agreement**

Renter's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Event Date: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

**Please note that the facility is unavailable for private events on the following holidays:**

**New Year's Day      Easter Sunday      Memorial Day**

**Fourth of July      Labor Day      Thanksgiving**

**Christmas Eve      Christmas Day      New Year's Eve**

Time Reserved (check one):     12:00 pm to 5:00 pm                     6:00 pm to 11:00 pm

12:00 pm to 5:00 pm: \_\_\_\_\_ Rental Fee (additional time: \_\_\_\_\_ per hour) and \_\_\_\_\_ deposit

6:00 pm to 11:00 pm: \_\_\_\_\_ Rental Fee (additional time: \_\_\_\_\_ per hour) and \_\_\_\_\_ deposit

(Time allotted includes time for set up and clean up)

**Cancellation Policy: Renter agrees to give written notice of cancellation of the Event to the Ayersworth Glen Clubhouse & Amenities Manager (the "Manager") at least thirty (30) days prior to the Event Date or Renter's deposit will be forfeited.**

1. Upon execution of this Agreement, the Renter shall pay to the Highlands Community Development District (the "District") the full amount of the deposit set forth above. The deposit shall be refundable by the District to the Renter within ten (10) days after the Event Date, subject to the Cancellation Policy, minus any amounts deemed necessary to repair any damages inflicted upon the Event Room or other District property by Renter, Renter's guests, or anyone entering the Event Room during the Event.
2. Renter shall pay the full amount of the Rental Fee to the District at least fourteen (14) days prior to the Event. If Event runs longer than scheduled, Renter will be charged proportionally for any additional time as set forth above. Payment for any additional time shall be paid by Renter to the District on or prior to the Event Date.
3. The Renter shall have access to and use of the Event Room on the Event Date during the Time Reserved (including any additional time) as set forth above. Renter shall use the Event Room for the sole purpose of hosting the Renter's Event described above.
4. Renter will be liable for any physical damages that the District may incur as a consequence of the actions of Renter or any of Renter's guests during the Event. Renter shall indemnify and hold

harmless the District against any and all legal actions which may arise from Renter's use of the Event Room.

5. Renter further agrees and acknowledges the following terms and conditions applicable to Renter's use of the Event Room:

- a. Renter shall present a valid Access Card to the Manager (or Manager's designee) upon arrival at the Event Room at the time of the Event.
- b. The Time Reserved includes time necessary for set up and clean up.
- c. Renter shall not arrive at the Event Room earlier than the Time Reserved and shall timely depart at the end of the Time Reserved.
- d. The Event shall not be permitted to begin until Renter signs off on the pre-Event Walkthrough Checklist.
- e. At the conclusion of the Event, Renter shall remove all personal property and other items that were not present in the Event Room at the start of the Event.
- f. Renter shall complete a full cleaning of the Event Room at the conclusion of the Event including, but not necessarily limited to sweeping the floor, mopping up any spills, wiping down tables and any appliances used, and bagging all trash and putting it in the dumpster or other container as specified by the Manager or Manager's staff. In addition, Renter shall return all furniture and other items in the Event Room prior to the Event to their original position.
- g. Wet bathing suits are not permitted in the Event Room at any time.
- h. Renter is responsible for providing all party products (i.e., tablecloths, plates, napkins, cups, etc.). The District will supply cleaning supplies and garbage bags for Renter's use.
- i. Renter's guests under the age of sixteen (16) years must be supervised by an adult at all times.
- j. The use of glitter, confetti, silly string, and smoke machines is not permitted in the Event Room. Lit decorative candles (other than cake candles) are not permitted in the Event Room. The use of helium balloons is permitted only if the balloons are tied to weights.
- k. The use of tacks, adhesive putty, scotch tape, or any other similar substances that may damage the walls of the Event Room is not permitted.
- l. The consumption of alcohol is not permitted in the Event Room.
- m. The use of other District amenities is not included in the rental of the Event Room.
- n. The Event Room maximum capacity limit of (     ) must be observed at all times and will be strictly enforced.

In witness of their understanding of and agreement to the terms and conditions herein, the parties affix their signatures below.

---

**Renter**

Date

---

**Authorized District Representative**

Date

**PREPARED BY**

**Rob Romano**  
XECUTIVE POOLS  
(813) 344-1763  
rromano@xecutivepools.com  
13542 N. Florida Avenue  
Suite 215  
Tampa, FL 33613

**PREPARED FOR**

**Kristee Cole**  
Highlands CDD  
(813) 382-7355  
kristee.cole@inframark.com  
11102 Ayersworth Glen Blvd, Wimauma, FL 33598, USA

**PROPOSAL DETAILS****HIGHLANDS CDD; WIMAUMA**

11102 Ayersworth Glen Blvd, Wimauma, FL 33598, USA

Pool Light Replacement

**DESCRIPTION**

## White LED Pool Light

- (8) Pentair Intellibrite white LED pool light.
- (4) 300w Light transform.
- Install Junction boxes.
- Wiring and niche seals included.

	<b>SUBTOTAL</b>	<b>\$12,193.11</b>
	<b>TAX</b>	<b>\$0.00</b>
	<b>TOTAL</b>	<b>\$12,193.11</b>

**PAYMENT SCHEDULE**

Name	Amount
Payment 1: Due upon approval (50%)	\$6,096.56
Payment 2: Due during scheduled visit upon completion of work (50%)	\$6,096.55

- Price includes all material, labor and tax.
- 1(one) year warranty on parts.

**The above specifications, costs, and terms are hereby accepted.**

KRISTEE COLE

DATE

**HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT**  
**December 17, 2025 - Minutes of Meeting**  
**Page 1**

# MINUTES OF MEETING HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Highlands Community Development District was held on Wednesday, December 17, 2025, and called to order at 6:00 p.m., at the Ayersworth Glen Clubhouse, located at 11102 Ayersworth Glen Blvd., Wimauma, FL 33598.

Present and constituting a quorum were:

Kangelia Baxter	Board Supervisor, Chair
Mark Bouthot	Board Supervisor, Vice Chair
Joanna Pharo	Board Supervisor, Asst. Secretary (via conference call)
Orlando Echevarria	Board Supervisor, Asst. Secretary
Trang Chu	Board Supervisor, Asst. Secretary

Also present were:

Kristee Cole	District Manager, Inframark
Dan Lewis	District Counsel, Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
Brittany West	Onsite Manager, Inframark
Jason Jasczak	Representative, Advanced Aquatic
Gail Huff	Representative, Sprinkler Solutions of Florida
Epi Carvajal	Representative for PineLake
Audience Members	

## **FIRST ORDER OF BUSINESS**

## Call to Order and Roll Call

The meeting was called to order at 6:00 p.m., and a quorum was established.

## **SECOND ORDER OF BUSINESS**

## Adoption of the Agenda

On MOTION by Mr. Bouthot, seconded by Ms. Baxter, with all in favor, the Board adopted the December 17, 2025, Final Agenda.

## THIRD ORDER OF BUSINESS

## Audience Comments

There was a complaint regarding difficulty in reaching Citadel HOA management company. A resident also stated the Christmas gathering was very nice.

## FOURTH ORDER OF BUSINESS

## Staff Reports

## A. Accounting Staff Report

Not present and no report.

44      **B. Aquatics Inspection Report**

45      Mr. Jasczak informed the Board that the District is currently experiencing a  
46      drought and in need of rain. He also reported that a substantial amount of debris  
47      exposed due to the water level in the ponds.

48      **C. Field Inspection Report**

49      Ms. Cole presents his report to the Board. There were no further questions.

50      **D. Landscape Report**

51      Mr. Carvajal updated the Board on the community.

52      On MOTION by Ms. Baxter, seconded by Mr. Bouthot, with all in favor, the Board  
53      approved the landscape enhancements proposal from PineLake in the amount of  
54      \$53,470.22.

55      **1. Consideration of Artificial Turf Proposal**

56      On MOTION by Ms. Baxter, seconded by Mr. Bouthot with all in favor, the Board  
57      approved the Artificial Turf Proposal from PineLake.

58      **2. Consideration of Crape Myrtle Tree Replacement Proposal**

59      On MOTION by Mr. Bouthot, seconded by Ms. Baxter with all in favor, the Board  
60      approved the Crape Myrtle Tree Replacement Proposal from PineLake.

61      **E. Irrigation Report**

62      Ms. Huff provided her report to the Board.

63      **F. District Engineer**

64      **1. Update of Labor Rates**

65      On MOTION by Ms. Baxter, seconded by Mr. Bouthot with all in favor, the Board  
66      approved the Labor Rates from BDI.

67      **G. District Counsel**

68      Mr. Lewis was present, and no report was provided.

70      **H. District Manager**

71      On MOTION by Mr. Echevarria, seconded by Ms. Pharo with all in favor, the Board  
72      approved the reimbursement of the rental deposit for the resident who had a medical  
73      emergency.

74 **I. Onsite Manager**

75 **1. Onsite Manager Report**

76 Ms. Cole updated the Board on her report.

77  
78 Ms. Cole informed the Board that Securitas reached out regarding an outstanding  
79 payment. Ms. Cole informed the Board that the District took all necessary  
80 measures to move forward with the termination, based on their contract.

81  
82 The Board provided direction to repair the fence along Balm Blvd., with a Not-To-  
83 Exceed amount of \$1,000.00.

84  
85 On MOTION by Mr. Bouthot, seconded by Ms. Pharo, with all in favor, the Board approved the  
86 RealEx proposal for painting the Boulevard wall with a Not-To-Exceed amount of  
87 \$60,000.

88 **FIFTH ORDER OF BUSINESS** **Business Items**

89 **A. Consideration of Resolution 2026-02, Declaring Surplus Property**

90  
91 On MOTION by Ms. Baxter, seconded by Mr. Bouthot, with all in favor, the Board approved  
92 the Resolution 2026-02, Declaring Surplus Property.

93  
94 **B. Consideration of Resolution 2026-03, Removing and Appointing Treasurer**

95  
96 On MOTION by Ms. Baxter, seconded by Ms. Pharo, with all in favor, the Board approved  
97 the Resolution 2026-03, Removing and Appointing Treasurer.

98  
99 **C. Consideration of Addendum to Fitness Room Proposal**

100  
101 On MOTION by Ms. Baxter, seconded by Mr. Chu, with all in favor, the Board approved  
102 the Addendum to Fitness Room Proposal.

103  
104 **D. Ratification of Column Repair Proposal .**

105  
106 On MOTION by Ms. Baxter, seconded by Ms. Pharo, with all in favor, the Board ratified  
107 the Column Repair Proposal.

108 **SIXTH ORDER OF BUSINESS** **Business Administration**

109 **A. Consideration of Minutes from the Meeting held on November 19, 2025**

110  
111 On MOTION by Ms. Baxter, seconded by Mr. Bouthot, with all in favor, the Board approved  
112 the minutes from November 19, 2025.

105                   **B. Consideration of November 2025 Check Register**

106

On MOTION by Ms. Baxter, seconded by Ms. Chu, with all in favor, the November 2025 Check Register was approved, as presented.

107

108                   **SEVENTH ORDER OF BUSINESS                   Supervisor Requests**

109

110                   Ms. Pharo requested that Sprinkler Solutions of Florida review the sprinkler heads along  
111                   301 Boulevard towards Stone Ridge to ensure proper spray coverage.

112

113                   Mr. Bouthot wished everyone a Happy New Year.

114

115                   **EIGHTH ORDER OF BUSINESS                   Audience Comments**

116

117                   There were comments regarding expressed appreciation for the community events, roadways,  
118                   FOBs and the wall.

119

120                   **NINTH ORDER OF BUSINESS                   Adjournment**

121

On MOTION by Ms. Baxter, seconded by Mr. Bouthot, with all in favor, the meeting was adjourned at 7:17 p.m.

122

123

124

125

126

127

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Secretary / Assistant Secretary

---

Chair / Vice Chair

## HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

### Payment Register by Fund

For the Period from 12/01/2025 to 12/31/2025

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
----------	------	-------	-------------	---------------------	--------------------------	---------------	-------------

#### **GENERAL FUND - 001**

<b>CHECK # 100277</b>							
001	12/15/25	INFRAMARK LLC	1163887	Pond Trash Cleanup, Dog Station installation	Miscellaneous Expenses	549999-53900	\$1,230.00
						<b>Check Total</b>	<b>\$1,230.00</b>
<b>CHECK # 100278</b>							
001	12/15/25	PINE LAKE NURSERY & LANDSCAPE, LLC	8671	1 Oak Tree Removal on Sumner Road	Miscellaneous Expenses	549999-53900	\$4,433.00
001	12/15/25	PINE LAKE NURSERY & LANDSCAPE, LLC	8813	Annuals installation on Balm Rd	Contracts-Annuals	534117-53900	\$1,532.12
						<b>Check Total</b>	<b>\$5,965.12</b>
<b>CHECK # 100279</b>							
001	12/15/25	ALLTECH SERVICES LLC	132695	Monument Floodlight replacement	Entry & Walls Maintenance	546992-53900	\$325.00
						<b>Check Total</b>	<b>\$325.00</b>
<b>CHECK # 100280</b>							
001	12/15/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65528	Control box replacement	R&M-Irrigation	546041-53900	\$1,264.26
001	12/15/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65554	Labor for control box repair	R&M-Irrigation	546041-53900	\$225.00
001	12/15/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65555	Install PCB Pressure Compensating Bubbler	R&M-Irrigation	546041-53900	\$507.05
001	12/15/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65578	New Tree Valve Installation at Balm Rd	R&M-Irrigation	546041-53900	\$1,309.20
						<b>Check Total</b>	<b>\$3,305.51</b>
<b>CHECK # 100281</b>							
001	12/15/25	PERSSON, COHEN, MOONEY,	6599	District Council November 10, 2025 through November 29, 2025	District Counsel	531146-51401	\$2,137.50
						<b>Check Total</b>	<b>\$2,137.50</b>
<b>CHECK # 100282</b>							
001	12/15/25	FLORIDA FOUNTAIN MAINTENANCE, INC	14219	Fountain Maintenance DEC 25	Entry & Walls Maintenance	546992-53900	\$500.00
						<b>Check Total</b>	<b>\$500.00</b>
<b>CHECK # 100283</b>							
001	12/30/25	INFRAMARK LLC	163585	November 2025 Management Services	District Manager	531150-51301	\$5,798.83
001	12/30/25	INFRAMARK LLC	163585	November 2025 Management Services	Field Services	531122-53900	\$630.00
001	12/30/25	INFRAMARK LLC	163585	November 2025 Management Services	Management Contract	531136-57201	\$17,647.00
001	12/30/25	INFRAMARK LLC	165711	DEC 2025 MGMT FEES	Management Contract	531136-57201	\$17,647.00
001	12/30/25	INFRAMARK LLC	165711	DEC 2025 MGMT FEES	Field Services	531122-53900	\$630.00
001	12/30/25	INFRAMARK LLC	165711	DEC 2025 MGMT FEES	District Engineer	531147-51301	\$5,798.83
						<b>Check Total</b>	<b>\$48,151.66</b>
<b>CHECK # 100284</b>							
001	12/31/25	ANTHONY'S TAMPA BAY PRESSURE WASHING	228	FY26 HOLIDAY DECOR	Holiday Decoration	549027-53900	\$8,537.50
						<b>Check Total</b>	<b>\$8,537.50</b>
<b>CHECK # 100285</b>							
001	12/31/25	EUGENE J. ESTES JR.	092325-	Event Santa Rental December 13, 2025	Special Events	549052-57401	\$550.00
						<b>Check Total</b>	<b>\$550.00</b>
<b>CHECK # 100287</b>							
001	12/31/25	INNERSYNC	INV-SN-1061	WEB HOSTING OCT 2025	Website Hosting/Email services	534369-51301	\$128.13
001	12/31/25	INNERSYNC	INV-SN-1117	WEB HOSTING NOV 2025	Website Hosting/Email services	534369-51301	\$128.13
001	12/31/25	INNERSYNC	INV-SN-1186	WEB HOSTING DEC 2025	Website Hosting/Email services	534369-51301	\$128.13
						<b>Check Total</b>	<b>\$384.39</b>
<b>CHECK # 100288</b>							
001	12/31/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65494	DEC 25 IRRIGATION CONTRACT	R&M-Irrigation	546041-53900	\$2,066.00
001	12/31/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65986	Controller replacement on Scottburgh Glen Dr	R&M-Irrigation	546041-53900	\$754.17
001	12/31/25	SPRINKLER SOLUTIONS OF FLORIDA ,INC.	65988	Valve Replacement at Clubhouse	R&M-Irrigation	546041-53900	\$421.14
						<b>Check Total</b>	<b>\$3,241.31</b>

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Fund

For the Period from 12/01/2025 to 12/31/2025

(Sorted by Check / ACH No.)

## HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

### Payment Register by Fund

For the Period from 12/01/2025 to 12/31/2025

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 30067</b>							
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	R&M-Pools	546074-57201	\$385.03
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$52.49
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Miscellaneous Expenses	549999-53900	\$699.99
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$94.49
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$61.91
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Website Hosting/Email services	534369-51301	\$54.00
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$93.49
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Special Events	549052-57401	\$75.03
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Entry & Walls Maintenance	546992-53900	\$370.00
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$37.59
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Office Supplies	551002-57201	\$151.93
001	12/30/25	ELAN FINANCIAL SERVICES ACH	120325-7448	Credit Card Payment November 5, 2025 through December 3, 2025	Entry & Walls Maintenance	546992-53900	\$680.00
<b>Check Total</b>							<b>\$2,755.95</b>
<b>Fund Total</b>							<b>\$118,460.55</b>

### **RESERVE FUND - 002**

<b>CHECK # 100286</b>							
002	12/31/25	REALEX CONSTRUCTION LLC	122425-	Blvd Wall Painting Project Mobilization Deposit 40%	Entry & Walls Maintenance	546992-53900	\$20,760.00
<b>Check Total</b>							<b>\$20,760.00</b>
<b>Fund Total</b>							<b>\$20,760.00</b>

### **SERIES 2013/2014 DEBT SERVICE FUND - 201**

<b>CHECK # 1429</b>							
201	12/04/25	Highlands CDD C/O US BANK	112125-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$3,428.67
<b>Check Total</b>							<b>\$3,428.67</b>
<b>CHECK # 1430</b>							
201	12/04/25	Highlands CDD C/O US BANK	120325-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$21,334.12
<b>Check Total</b>							<b>\$21,334.12</b>
<b>CHECK # 1433</b>							
201	12/25/25	Highlands CDD C/O US BANK	120525-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$325,840.72
<b>Check Total</b>							<b>\$325,840.72</b>
<b>CHECK # 1434</b>							
201	12/30/25	Highlands CDD C/O US BANK	DEC.22.25-SERIES 201	FY26 Tax Collections Series check request	Due From Other Funds	131000	\$38,517.95
<b>Check Total</b>							<b>\$38,517.95</b>
<b>Fund Total</b>							<b>\$389,121.46</b>

### **SERIES 2016 DEBT SERVICE FUND - 203**

<b>CHECK # 1429</b>							
203	12/04/25	Highlands CDD C/O US BANK	112125-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$9,076.14
<b>Check Total</b>							<b>\$9,076.14</b>

**HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund**

For the Period from 12/01/2025 to 12/31/2025

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 1430</b>							
203	12/04/25	Highlands CDD C/O US BANK	120325-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$56,474.23
						<b>Check Total</b>	<b>\$56,474.23</b>
<b>CHECK # 1433</b>							
203	12/25/25	Highlands CDD C/O US BANK	120525-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$862,543.38
						<b>Check Total</b>	<b>\$862,543.38</b>
<b>CHECK # 1434</b>							
203	12/30/25	Highlands CDD C/O US BANK	DEC.22.25-SERIES 201	FY26 Tax Collections Series check request	Due From Other Funds	131000	\$80,562.17
						<b>Check Total</b>	<b>\$80,562.17</b>
						<b>Fund Total</b>	<b>\$1,008,655.92</b>

**SERIES 2018 DEBT SERVICE FUND - 204**

<b>CHECK # 1429</b>							
204	12/04/25	Highlands CDD C/O US BANK	112125-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$4,397.83
						<b>Check Total</b>	<b>\$4,397.83</b>
<b>CHECK # 1430</b>							
204	12/04/25	Highlands CDD C/O US BANK	120325-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$27,364.49
						<b>Check Total</b>	<b>\$27,364.49</b>
<b>CHECK # 1433</b>							
204	12/25/25	Highlands CDD C/O US BANK	120525-SER 2013-2018	FY26 TAX COLLECTIONS SER	Due From Other Funds	131000	\$417,943.95
						<b>Check Total</b>	<b>\$417,943.95</b>
<b>CHECK # 1434</b>							
204	12/30/25	Highlands CDD C/O US BANK	DEC.22.25-SERIES 201	FY26 Tax Collections Series check request	Due From Other Funds	131000	\$39,703.69
						<b>Check Total</b>	<b>\$39,703.69</b>
						<b>Fund Total</b>	<b>\$489,409.96</b>

Total Checks Paid	\$2,026,407.89
-------------------	----------------



**Inframark, LLC**  
2002 West Grand Parkway North, Suite 100  
Katy, Texas 77449  
(281) 578-4200

Client ID Number	
------------------	--

Invoice Number	1163887
Invoice Date	12/3/2025
Due Date	1/2/2026

To: **Highlands Community Development District**  
313 Campus St

**Kissimmee, FL 34747-4982**

Service Description	Total
Maintenance Services	\$1,230.00

Subtotal	\$1,230.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$1,230.00</b>

**Please Pay This Amount**

**Remit To: Inframark, LLC, P.O. Box 733778, Dallas, Texas 75373-3778**

**To pay by Credit Card, contact us at 281-578-4299, 9:00am - 5:30pm EST, Mon - Fri. A surcharge fee may apply**

**To Pay via ACH or Wire, please refer to our banking information below:**

**Account Name : INFRAMARK, LLC**

**ACH - Bank Routing Number : 111000614 / Account Number 912593196**

**Wire - Bank Routing Number : 021000021 / SWIFT Code : CHASUS33 / Account Number: 912593196**

**Please include the Project ID and the Invoice Number on the check stub of your payment.**

INFRAMARK, LLC

03 Dec 2025 01:30:19PM CST

DISTRICT : HIGHLANDS COMMUNITY DEVELOPMENT  
DISTRICT

Go Green! Think before you print.

INVOICE NO. 1163887 - DETAIL

INVOICE DATE: 12/3/2025

Work Type / Sub Category	Date Complete	WO Number	Address	Task Details	Equipment Costs	Labor Costs	Materials/Other Service Costs	Sales Tax Total	Total Costs	B/C
<b>IMS Billable Work Order</b>										
General Maintenance & Repairs										
	11/30/2025	4360981	HLDCDD District Area	General Maintenance; Pond 1 trash cleanup.	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	N
	11/30/2025	4368564	HLDCDD District Area	General Maintenance; Supply and Install Dog Station.	\$0.00	\$0.00	\$430.00	\$0.00	\$430.00	N
				<b>General Maintenance &amp; Repairs Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	
				<b>BWO Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	
				<b>Invoice Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	<b>\$0.00</b>	<b>\$1,230.00</b>	



12980 Tarpon Springs Road  
Odessa, FL 33556

pinelakellc.com

## INVOICE

Date	Invoice No.
11/21/25	8671
Terms	Due Date
Net 30	12/21/25

### BILL TO

Jennifer Goldyn  
Inframark  
313 Campus Street  
Celebration, FL 33071

### PROPERTY

Highlands CDD  
11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

Amount Due	Enclosed
\$4,433.00	

*Please detach top portion and return with your payment.*

QTY ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
	\$4,433.00		\$0.00	\$4,433.00

Pine Lake Services, LLC  
would like to thank you for the  
opportunity to bid. We look  
forward to working with you on  
this project. If you have any  
questions, please feel free to  
contact us at any time at  
projects@pinelakeLLC.com or  
(813) 948-4736.

**Remove 1 Oak Tree is  
Located on Summer Road.  
includes stump gridding.**

Tree Removal	\$4,433.00	\$0.00	\$4,433.00
<b>Total</b>	<b>\$4,433.00</b>	<b>\$0.00</b>	<b>\$4,433.00</b>



12980 Tarpon Springs Road  
Odessa, FL 33556

pinelakellc.com

## INVOICE

Date	Invoice No.
11/30/25	8813
Terms	Due Date
Net 30	12/30/25

### BILL TO

Jennifer Goldyn  
Inframark  
313 Campus Street  
Celebration, FL 33071

### PROPERTY

Highlands CDD  
11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

Amount Due	Enclosed
\$1,532.13	

*Please detach top portion and return with your payment.*

QTY ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
		\$1,532.13	\$0.00	\$1,532.13

Pine Lake Services, LLC  
would like to thank you for the  
opportunity to bid. We look  
forward to working with you on  
this project. If you have any  
questions, please feel free to  
contact us at any time at  
projects@pinelakeLLC.com or  
(813) 948-4736.

**Install 200 4.5 inch Annuals  
at 1 Monuments on Balm  
Road.**

**1 yard of mix soil.**

Annuals Install and plant Replacement	\$1,532.13	\$0.00	\$1,532.13
<b>Total</b>	<b>\$1,532.13</b>	<b>\$0.00</b>	<b>\$1,532.13</b>



# INVOICE

Alltech Services LLC

*Our technical savvy is your stress relief*

132695

5450 Bruce B Downs Blvd.  
Ste 165  
Wesley Chapel, FL 33544  
813-860-0489  
[Info@alltechservs.com](mailto:Info@alltechservs.com)  
[www.alltechservs.com](http://www.alltechservs.com)

12/03/2025

**TO** Highlands CDD  
11555 Heron Bay Blvd. Ste 201  
Coral Springs, FL 33076

This invoice is for the installation of one landscape flood light and to check outlets for all monuments to make sure they were working properly.

Thank you for your business!

**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.Give Form to the  
requester. Do not  
send to the IRS.Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Aaron Woodie**

2 Business name/disregarded entity name, if different from above

**Alltech Services LLC**3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes. Individual/sole proprietor or  C Corporation  S Corporation  Partnership  Trust/estate  
single-member LLC Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. Other (see instructions) ► \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5450 Bruce B Downs Blvd. Ste 165

Requester's name and address (optional)

6 City, state, and ZIP code

**Wesley Chapel, FL 33544**

7 List account number(s) here (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

			-			-			
--	--	--	---	--	--	---	--	--	--

or

**Employer identification number**

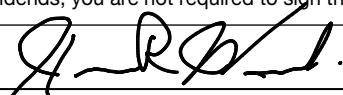
6	1	-	1	9	3	4	9	3	7
---	---	---	---	---	---	---	---	---	---

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign  
Here**Signature of  
U.S. person ►**Date ► 11/05/2025****General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding, later.**



SPRINKLER SOLUTIONS OF FLORIDA, INC.

Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65528**

Invoice Date: 12/03/2025

Due Date: 12/31/1199

PO #: --

Request #: 91733

**Bill To**

Highlands CDD  
313 Campus Street , FL,  
Celebration, FL 34747

**Service Location**

Highlands CDD  
14619 Dunrobin Dr,  
Wimauma, FL 33598

**Items**

<b>Description</b>
(Trip Charge Irrigation Tech)
(5hp Deluxe control box for submersible pump 230 volt single phase)
(Pump Tech)
(*****replace failing control box)

**Completion Notes**

Appointment #114055

Replaced 5HP deluxe 230v starter box. New one is in and working properly.

<b>Subtotal</b>	<b>\$1,264.26</b>
Invoice Total	\$1,264.26
Payments	\$0.00
<b>Total Due</b>	<b>\$1,264.26</b>

**Terms and Conditions**

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



SPRINKLER SOLUTIONS OF FLORIDA, INC.

Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65554**

Invoice Date: 12/05/2025

Due Date: 12/31/1199

## Check Stone Park Pump

PO #: --

Request #: 92055

Bill To	Service Location
Highlands CDD 313 Campus Street , FL, Celebration, FL 34747	Highlands CDD 14902 Tropical Violet Wy, Wimauma, FL 33598

### Items

Description
(Pump Tech)
(Irrigation Helper)

### Completion Notes

Appointment #114210

Found overloads tripped on control box. Opened control box and found jumper wire from start capacitor to run capacitor came off. Tightened it and reattached and pump is working properly now. Adjusted pressure switch and tested a few zones to ensure pump wasn't short cycling.

<b>Subtotal</b>	<b>\$225.00</b>
Invoice Total	\$225.00
Payments	\$0.00
<b>Total Due</b>	<b>\$225.00</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



SPRINKLER SOLUTIONS OF FLORIDA, INC.

Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65555**

Invoice Date: 12/05/2025

Due Date: 12/31/1199

## Retrofit irrigation for new trees in median on Clyne Field

PO #: --

Request #: 91373

### Bill To

Highlands CDD  
313 Campus Street , FL,  
Celebration, FL 34747

### Service Location

Highlands CDD  
11102 Ayersworth Glen Blvd,  
Wimauma, FL 33598

### Items

#### Description

(Hunter PCB Pressure Compensating Bubbler 0.5 GPM)

(Rain Bird SPX-FLEX Swing Pipe 1/2 in. x 100 ft. (Priced per ft.))

(Rain Bird Spiral Flex Tee 1/2")

(MaxiJet Barb Stake Assembly with Black Vinyl 36 in. Tube)

(Maxijet Winged 1 Piece Jet Nozzle Red 180 Degree Half Circle Flat Spray)

(Irrigation Tech)

(Irrigation Helper)

<b>Subtotal</b>	<b>\$507.05</b>
Invoice Total	\$507.05
Payments	\$0.00
<b>Total Due</b>	<b>\$507.05</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



SPRINKLER SOLUTIONS OF FLORIDA, INC.

Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65578**

Invoice Date: 12/05/2025

Due Date: 12/31/1199

## Locate previously unknown valves along Balm for new trees

PO #: --

Request #: 90691

### Bill To

Highlands CDD  
313 Campus Street , FL,  
Celebration, FL 34747

### Service Location

Highlands CDD  
11102 Ayersworth Glen Blvd,  
Wimauma, FL 33598

### Items

#### Description

(Locate and program valves for new trees along Balm)

(Irrigation Tech)

(Irrigation Helper)

(NODE Bluetooth Controller 1 Station)

(3M DBR-Y6 Direct Bury Splice Kit DBR/Y-6 (Bulk) 600V)

### Completion Notes

Appointment #112288

Installed hunter bt nodes on 2 valves on balm also replaced a spray that was disconnected from flex that was causing pressure issues

<b>Subtotal</b>	<b>\$1,309.20</b>
Invoice Total	\$1,309.20
Payments	\$0.00
<b>Total Due</b>	<b>\$1,309.20</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



# INVOICE

PERSSON, COHEN, MOONEY, FERNANDEZ & JACKSON, P.A.  
ATTORNEYS AND COUNSELORS AT LAW

Invoice # 6599  
Date: 12/04/2025  
Due On: 01/03/2026

Highlands Community Development District  
313 Campus Street  
Celebration, Florida 34747

## Statement of Account

	Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
(	\$0.00	+ \$2,137.50	) - ( \$0.00 ) =	<b>\$2,137.50</b>

## Highlands CDD

### District Attorney Services

Type	Timekeeper	Date	Notes	Quantity	Rate	Total
Service	DPL	11/10/2025	EASEMENT AGREEMENT: Draft easement access agreement.	1.00	\$285.00	\$285.00
Service	DPL	11/11/2025	EASEMENT AGREEMENT: Review and revision of easement access agreement.	0.50	\$285.00	\$142.50
Service	DPL	11/14/2025	AUDIT LETTER: Draft 2025 audit letter.	1.00	\$285.00	\$285.00
Service	JB	11/14/2025	Researched open-market rules and regulations related to Hillsborough County. Summarized findings and submitted to atty. Lewis for review.	2.00	\$285.00	\$570.00
Service	DPL	11/18/2025	SUPERVISOR MEETING: Prepare for the supervisor meeting.	1.25	\$285.00	\$356.25
Service	DPL	11/19/2025	SUPERVISOR MEETING: Appear at the supervisor meeting.	1.50	\$0.00	\$0.00
Service	DPL	11/29/2025	FITNESS EQUIPMENT: draft addendum and resolution.	1.75	\$285.00	\$498.75
						<b>Subtotal</b> <b>\$2,137.50</b>
						<b>Total</b> <b>\$2,137.50</b>

## Detailed Statement of Account

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6599	01/03/2026	\$2,137.50	\$0.00	\$2,137.50
Outstanding Balance				<b>\$2,137.50</b>
Total Amount Outstanding				<b>\$2,137.50</b>

*Please make all amounts payable to: Persson, Cohen, Mooney, Fernandez & Jackson, P.A. and remit to 6853 ENERGY COURT, LAKEWOOD RANCH, FL 34240.*

*For any inquiries, please contact us at 941-306-4730. Payment is due 30 days from receipt of this invoice. Thank you.*

**Florida Fountain Maintenance, Inc.**

P. O. Box 179  
Zephyrhills, FL 33539-0179

**Invoice**

DATE	INVOICE #
12/1/2025	14219

BILL TO
Highlands CDD 11555 Heron Bay Blvd Suite 201 Coral Springs, FL 33076

P.O. NO.	TERMS
	Due on receipt

DESCRIPTION	AMOUNT
December Maintenance	500.00
Thank you for your business! Questions-call 813-714-2024	<b>Total</b> \$500.00



Inframark LLC  
2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

Invoice: 163585  
Invoice Date: 11/11/2025  
Due Date: 11/11/2025  
Terms: Due On Receipt  
Project ID:  
PO #:

Bill To:  
Highlands Community Development District  
313 Campus St  
Kissimmee FL 34747-4982  
United States  
**Services provided for the Month of: November 2025**

SALES DESCRIPTION	QUANTITY	UNITS	RATE	AMOUNT
Administrative Fees/District Management	1	Ea	\$5,798.83	\$5,798.83
Field Operations	1	Ea	\$630.00	\$630.00
Mgmt Svcs - Personnel Services - On-Site Staff	1	Ea	\$17,647.00	\$17,647.00
				<b>Subtotal</b> \$24,075.83
				<b>Tax Total (0%)</b> \$0.00
				<b>Total Due</b> \$24,075.83

**Remit To : Inframark LLC, PO BOX 733778, Dallas,  
Texas, 75373-3778**

*To pay by Credit Card, please contact us at  
281-578-4299, 9:00am - 5:30pm EST, Monday –  
Friday. A surcharge fee may  
apply.*

*To pay via ACH or Wire, please refer to our banking  
information below:*

*Account Name: INFRAMARK, LLC  
ACH - Bank Routing Number: 111000614 / Account  
Number: 912593196  
Wire - Bank Routing Number: 021000021 / SWIFT  
Code: CHASUS33 / Account Number: 912593196*

*Please include the Customer ID and the Invoice  
Number on your form of payment.*



Inframark LLC  
2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

Invoice: 165711  
Invoice Date: 12/1/2025  
Due Date: 12/1/2025  
Terms: Due On Receipt  
Project ID:  
PO #:

Bill To:  
Highlands Community Development District  
313 Campus St  
Kissimmee FL 34747-4982  
United States  
**Services provided for the Month of: December 2025**

SALES DESCRIPTION	QUANTITY	UNITS	RATE	AMOUNT
Administrative Fees/District Management	1	Ea	\$5,798.83	\$5,798.83
Field Operations	1	Ea	\$630.00	\$630.00
Mgmt Svcs - Personnel Services - On-Site Staff	1	Ea	\$17,647.00	\$17,647.00
				<b>Subtotal</b> \$24,075.83
				<b>Tax Total (0%)</b> \$0.00
				<b>Total Due</b> \$24,075.83

**Remit To : Inframark LLC, PO BOX 733778, Dallas,  
Texas, 75373-3778**

*To pay by Credit Card, please contact us at  
281-578-4299, 9:00am - 5:30pm EST, Monday –  
Friday. A surcharge fee may  
apply.*

*To pay via ACH or Wire, please refer to our banking  
information below:*

*Account Name: INFRAMARK, LLC  
ACH - Bank Routing Number: 111000614 / Account  
Number: 912593196*

*Wire - Bank Routing Number: 021000021 / SWIFT  
Code: CHASUS33 / Account Number: 912593196*

*Please include the Customer ID and the Invoice  
Number on your form of payment.*

## 2025 Holiday Decor Invoice #228



### Highlands – Ayersworth (Billing)

11102 Ayersworth Glen Blvd  
Wimauma, FL 33598  
[awgclubhouse@gmail.com](mailto:awgclubhouse@gmail.com)  
[\(813\) 505-2928](tel:(813)505-2928)

### Trimmers Holiday Decor

2234 Lithia Center Ln  
Valrico, FL 33596  
[patrick@trimmershd.com](mailto:patrick@trimmershd.com)  
[\(813\) 545-4782](tel:(813)545-4782)

### Highlands – CDD (Site)

11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

**Issue Date:** 11/6/2025

**Due Date:** 12/1/2025

### Features

---

<input checked="" type="checkbox"/> 301 Entrance	\$0.00
--	--------

<input checked="" type="checkbox"/> 72" Wreaths on Towers	\$1,050.00
---	------------

Install 3- 72" lighted wreaths with bows (red and gold bows) on each of the towers (1 on each of 3 towers)

72in Lit Wreath (ww)

Red Bow 36"

<input checked="" type="checkbox"/> Snowflakes in Oak Tree	\$1,660.00
--	------------

Install 15- lighted snowflakes in the oak tree behind the middle monument (8- 24" snowflakes and 7- 36" snowflakes)

36" WW Snowflakes

24" WW Snowflakes

<input checked="" type="checkbox"/> Lit Garland on sign	\$340.00
---	----------

Install lighted garland with bows across the top of the monument sign

## Trimmers Bows

## Pre Lit Garland (WW Lights - 9')

**Light trunk of Magnolia Tree** \$300.00

Install warm white mini lights on the trunk of 1- Magnolia Tree next to the oak tree (center island magnolia)

Warm White Coaxial Plugs

**Balm Entrance** \$0.00

**Snowflakes in Oak Tree** \$1,380.00

Install 15- lighted snowflakes in the oak tree behind the middle monument (8- 24" snowflakes and 7- 36" snowflakes)

36" WW Snowflakes

24" WW Snowflakes

**Lit Garland on sign** \$120.00

Install lighted garland with bows across the top of the monument sign

Pre Lit Garland (WW Lights - 9')

Trimmers Bows

**Clubhouse Entrance** \$0.00

**Lit Garland on sign** \$425.00

Install lighted garland with bows across the top of both sides of the monument sign

## Trimmers Bows

## Pre Lit Garland (WW Lights - 9')

 Clubhouse Exterior

\$0.00

 Lit Garland on Entrance

\$930.00

Install lighted garland with bows on 3 sides of the front entrance to the clubhouse

## Pre Lit Garland (WW Lights - 9')

## Trimmers Bows

 C9 lights on Clubhouse

\$240.00

Install c9 lights across the front on both sides of the entrance

## C9 - WARM WHITE

 Wreaths

\$165.00

Install 1- wreath under the lights on the front 2 columns

## 36" Unlit Wreath

## Trimmers Bows

 Wreath

\$165.00

Install 1- wreath in the center of gable above the entrance

## Trimmers Bows

## 36" Unlit Wreath

**Light trunks of Magnolia Trees** \$1,000.00

Install warm white mini lights on the trunks of 4- Magnolia Trees in front of the Clubhouse

Warm White Coaxial Plugs

 **Lights in Bushes** \$200.00

Install lights in 2- tall bushes in front of the clubhouse

GREEN 50ct 6" Spacing - 5mm

 **6 Neighborhood Entrances** \$0.00 **Lit Garland on sign** \$2,200.00

Install lighted garland with bows between the columns on both sides of the sign

Trimmers Bows

Pre Lit Garland (WW Lights - 9')

 **C9 lights on columns of signs** \$800.00

Install c9 lights on top of both columns around both signs

C9 - WARM WHITE

 **Interior Decor** \$0.00 **9' Christmas Tree** \$2,850.00

Install 1- 9' Christmas Tree with lights, decor, and fake presents (this tree will be changed to red and green for 2024)

9' Red & Green Tree

**Decorated Garland** \$250.00

Install decorated garland above the kitchen counter

Pre Lit Garland (WW Lights - 9')

Floral Decor

**Additional decor added in 2023** \$0.00

**Starburst in Tree** \$3,000.00

Install cool white starburst in 6- Magnolia Trees in front of the towers (10 starburst per tree - 60 total)

24" Pure White Spritzer

## Payments & Pricing

### Payments

**Check-Invoice 172** Closed \$8,537.50  
7/17/2025

### Pricing

**Accepted Proposal** \$17,075.00

**Invoice Amount** \$8,537.50

**Amount Paid** \$0.00

## Overdue

### Terms & Conditions

**PLEASE NOTE: PLEASE VERIFY  
YOUR RECORDS MATCH OUR  
CORRECT BILLING ADDRESS.**  
**2234 LITHIA CENTER LANE  
VALRICO, FL 33596**

- Contract will automatically renew unless notification by either party by April 1st following decorating season.
- Please have palms trimmed prior to October 1st.
- Trimmers Holiday Decor retains ownership of all merchandise.
- All lighting will be commercial grade LED lighting.
- Customer is responsible for working power outlets.
- Customer agrees to make sure irrigation is turned OFF during the time the lights are on. This is usually from dusk to dawn. If customer fails to do so, this will trip the breakers. We will not be responsible for lights not working due to irrigation running at this time.
- Customer is responsible for informing any landscapers when the lights are installed so they can avoid damaging lights or cords. We are not responsible for these companies causing damage to the material, and there will be an extra service charge to replace any damaged material.
- Installation by December 10th (Lighting installs begin by October 1st, Greenery begins November 1st).
- Removal of decor by January 20th (Lighting may come down after the 20th, but all greenery and visible decor will be removed by the 20th).

### Service Includes:

\*Installation of Lighting

\*Service calls

\*Take down and storage

-For all contracts signed by May 1st, 50% Deposit due on June 1st and final 50% will be due December 1st.

-For all contracts signed between May 2nd and September 31st, 50% deposit due within 30 days of signed contract and the final 50% payment due December 1st.

-For all contracts signed after October 1st, payment will be due in full prior to installation.

5% late fee for payment received later than 15 days after due date.

# W-9

Form  
(Rev. March 2024)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

**Patrick Anthony**

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.

**Anthony's Tumdee Buu Dressure Washin, LLC. Dark Trimmed Holiday Decor**

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor

C corporation

S corporation

Partnership

Trust/estate

LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) S

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions

5 Address (number, street, and apt. or suite no.). See instructions.

**2034 Lithia Center Lane**

6 City, state, and ZIP code

**Yucca FL 33590**

7 List account number(s) here (optional)

See **Specific Instructions** on page **3** for instructions on how to type.

Print or type.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the United States.)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number to Give the Requester* for guidelines on whose number to enter.

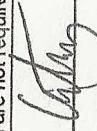
### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign** **Signature of**  
**U.S. person**



**Date**

**9-1-2025**

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**Santa Bob Elkin, Real Bearded Santas**

P.O. Box 272852, Tampa, FL 33688

Toyshoppe/Sleigh: 813-230-9254

Thanks for inviting Santa to your Christmas event this year!

Date Sept 23, 2025 Confirmation/Invoice #1213255JE

Client HIGHLANDS CDD

Phone 813-633-3322

Event Address 11102 AYERSWORTH GLEN BLVD. WIMAUMA, 33598

Confirm By Brittany West

Cell Phone \_\_\_\_\_

Event Date Saturday, Dec 13th Time 5-9:00 pm Fee \$550.00\*

\*Please make check payable to Santa Joe Estes and pay on arrival.

Special Instructions Santa to meet and greet all the children and guests as may be directed by the client. Children will visit with Santa and pose for photos as may be requested by the client.  
Santa to contact the client prior to the event to fine-tune details.

**Additional Notes:**

Cancellation less than 4 weeks prior to the event may result in Client being held responsible for 50% of the total fee. Santa is expected to arrive on site a minimum of 15 minutes prior to the event. Santa is not responsible for a late start due to unforeseen traffic delays, extreme weather or any other circumstances beyond his control. Notify Santa regarding any special parking, rear entrance, special needs, etc. Please confirm booking by email to Santa Bob Elkin [santa@santatb.com](mailto:santa@santatb.com) THANK YOU

**INVOICE**

Highlands CDD  
12750 Citrus Park Lane  
Tampa FL 33625  
United States

Invoice # INV-SN-1061  
Invoice Date: 10/20/2025  
Due Date: 11/19/2025  
PO#: Monthly Invoice - Oct

Item	Description	AMOUNT
SchoolNow CDD	Community Development District (CDD) governmental unit management company ADA-compliant website	\$50.00
SchoolNow CDD ADA-PDF		\$78.13

Subscription start: 10/1/2025  
Subscription end: 9/30/2026

Subtotal: \$128.13  
Tax Total:  
Total: \$128.13  
Amount Paid: \$0.00

Direct Deposit Instruction:	Amount Due:	\$128.13
-----------------------------	-------------	----------

Bank Name: Stifel Bank  
Bank Address: 8000 Maryland Avenue Ste 100, Clayton, Missouri 63105  
Routing #: 081018998  
Account #: 16782211

[Click Here to pay with Credit Card](#)

**Check Remittance:**

Innersync Studios Ltd  
P.O. Box 771470  
St. Louis, MO 63177-9816  
United States



INVOICE

Highlands CDD  
12750 Citrus Park Lane  
Tampa FL 33625  
United States

Invoice # INV-SN-1117  
Invoice Date: 11/20/2025  
Due Date: 12/20/2025  
PO#: Monthly Invoice - Nov

Item	Description	AMOUNT
SchoolNow CDD	Community Development District (CDD) governmental unit management company ADA-compliant website	\$50.00
SchoolNow CDD ADA-PDF		\$78.13

Subscription start: 10/1/2025  
Subscription end: 9/30/2026  
Subtotal: \$128.13  
Tax Total:  
Total: \$128.13  
Amount Paid: \$0.00

Direct Deposit Instruction:	Amount Due:	\$128.13
-----------------------------	-------------	----------

Bank Name: Stifel Bank  
Bank Address: 8000 Maryland Avenue Ste 100, Clayton, Missouri 63105  
Routing #: 081018998  
Account #: 16782211

[Click Here to pay with Credit Card](#)

**Check Remittance:**

Innersync Studios Ltd  
P.O. Box 771470  
St. Louis, MO 63177-9816  
United States



INVOICE

Highlands CDD  
12750 Citrus Park Lane  
Tampa FL 33625  
United States

Invoice # INV-SN-1186  
Invoice Date: 12/20/2025  
Due Date: 1/19/2026  
PO#: Monthly Invoice - Dec

Item	Description	AMOUNT
SchoolNow CDD	Community Development District (CDD) governmental unit management company ADA-compliant website	\$50.00
SchoolNow CDD ADA-PDF		\$78.13

Subscription start: 10/1/2025  
Subscription end: 9/30/2026  
Subtotal: \$128.13  
Tax Total:  
Total: \$128.13  
Amount Paid: \$0.00

Direct Deposit Instruction:	Amount Due:	\$128.13
-----------------------------	-------------	----------

Bank Name: Stifel Bank  
Bank Address: 8000 Maryland Avenue Ste 100, Clayton, Missouri 63105  
Routing #: 081018998  
Account #: 16782211

[Click Here to pay with Credit Card](#)

**Check Remittance:**

Innersync Studios Ltd  
P.O. Box 771470  
St. Louis, MO 63177-9816  
United States



SPRINKLER SOLUTIONS OF FLORIDA, INC.

Irrigation troubleshooting & repair specialist

Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65494**

Invoice Date: 12/03/2025

Due Date: 12/31/1199

PO #: --

Request #: 92080

**Bill To**

Highlands CDD  
313 Campus Street, FL,  
Celebration, FL 34747

**Service Location**

Highlands CDD  
11102 Ayersworth Glen Blvd,  
Wimauma, FL 33598

**Items**

Description	Rate	Total
( Highlands CDD Monthly Irrigation Maintenance November 2025)	(1) x \$2,066.00	\$2,066.00
Subtotal		<b>\$2,066.00</b>
Invoice Total		\$2,066.00
Payments		\$0.00
<b>Total Due</b>		<b>\$2,066.00</b>

**Terms and Conditions**

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**

**#65986**

Invoice Date: 12/16/2025  
Due Date: 12/31/1199

## Replace 3 station XC Hybrid Controller on Scottburgh Glen Dr

PO #: --

Request #: 92063

Bill To	Service Location
Highlands CDD 313 Campus Street , FL, Celebration, FL 34747	Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

### Items

Description
(Hunter XC-Hybrid Controller 6 Station)
(Irrigation Tech)
(Hunter Rain Click as required by State code)

### Completion Notes

Appointment #114345  
Michael and Daniel  
Tacoma and Ranger trucks  
Scc131152616  
Replaced hunter xc hybrid timer with new hunter xc hunter hybrid timer and  
new rain click

<b>Subtotal</b>	<b>\$754.17</b>
Invoice Total	\$754.17
Payments	\$0.00
<b>Total Due</b>	<b>\$754.17</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofia.com

**Invoice**

**#65988**

Invoice Date: 12/16/2025  
Due Date: 12/31/1199

## Replace leaking valve for zone 3 at the clubhouse

PO #: --

Request #: 92143

Bill To	Service Location
Highlands CDD 313 Campus Street , FL, Celebration, FL 34747	Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

### Items

Description
(Irritrol 200B PVC Glove/Angle Valve 1-1/2" w/ flow control)
(3M DBR-Y6 Direct Bury Splice Kit DBR/Y-6 (Bulk) 600V)
(Irrigation Tech)

### Completion Notes

Appointment #114349

Ranger truck

Scc131152616

Michael Richardson

Zone 3 valve was stuck on. After locating valve, I found the solenoid adapter was broken and not letting solenoid close. I went to site one and picked up a replacement valve.

<b>Subtotal</b>	<b>\$421.14</b>
Invoice Total	\$421.14
Payments	\$0.00
<b>Total Due</b>	<b>\$421.14</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 10 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.



## Gladiator Pressure Cleaning

P.O. Box 26574  
Tampa, FL 33623  
Ph: 800-270-9411 - Fax: 813-607-6625  
www.gladiatorpressurecleaning.com  
Email: service@gladiatorpc.com



# Invoice

**Invoice #**

24149

**Date**

12/8/2025

**Terms**

Net 15

**Due Date**

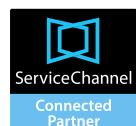
12/23/2025

<b>Bill To</b>	
Highlands CDD c/o Inframark, LLC 210 N University Drive Suite 702 Coral Springs, FL 33071	



<b>Location Cleaned</b>	
Ayersworth Glen 11102 Ayersworth Blvd. Wimauma, FL 33596 Attn: Brittany West	
P.O. #	

Item	Service Date	Description	Qty	Rate	Amount
Wall / Fence	11/18/2025	Pressure cleaned both sides of approximately 12,000 feet of stucco and PVC wall/fence lining Ayersworth Glen Blvd. from SR 672 to US 301.  Work done from 11/18/2025 through 11/19/2025 and on 11/21/2025	1	1,695.00	1,695.00
For Internal use ONLY		Thank you for giving us the opportunity to serve you.		<b>Total</b>	\$1,695.00
				<b>Payments</b>	\$0.00
				<b>Balance</b>	\$1,695.00



Advanced Aquatic Services Inc.  
292 South Military Trail  
Deerfield Beach, FL 33442  
954-596-2127

12/1/2025

10561617

\$2,340.00

Bill To

Highlands CDD  
c/o INFRAMARK  
210 N. University Drive, Suite 702  
Coral Springs, FL 33071

Due Date

Net 30

12/31/2025

Monthly Lake Maintenance.

2,340.00

\*\*\*THE INVOICE DATE ABOVE INDICATES MONTH SERVICES WILL BE  
PERFORMED\*\*\*

Advanced Aquatic Services Inc.  
292 South Military Trail  
Deerfield Beach, FL 33442  
954-596-2127

\$2,340.00



12980 Tarpon Springs Road  
Odessa, FL 33556

pinelakellc.com

### INVOICE

Date	Invoice No.
12/01/25	8735
Terms	Due Date
Net 30	12/31/25

#### BILL TO

Jennifer Goldyn  
Inframark  
313 Campus Street  
Celebration, FL 33071

#### PROPERTY

Highlands CDD  
11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

Amount Due	Enclosed
\$20,027.25	

*Please detach top portion and return with your payment.*

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
	#5216 - Highlands CDD Maintenance Proposal 1.27.25 December 2025		\$20,027.25	\$0.00	\$20,027.25
	#5216 - Highlands CDD Maintenance Proposal 1.27.25 December 2025		\$20,027.25	\$0.00	\$20,027.25
	<b>Total</b>		<b>\$20,027.25</b>	<b>\$0.00</b>	<b>\$20,027.25</b>

# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

### Legal Advertising

Invoice # 25-03742H

Date 12/12/2025

**Attn:**  
Highlands CDD Inframark  
313 CAMPUS STREET  
CELEBRATION FL 34747

Please make checks payable to:  
(Please note Invoice # on check)  
Business Observer  
1970 Main Street  
3rd Floor  
Sarasota, FL 34236

Description	Amount
Serial # 25-03742H	\$45.94
<b>Notice of Rule Development</b> RE: Highlands CDD Public Hearing to Implement Revised General Rules of Procedure Published: 12/12/2025	

#### Important Message

Please include our Serial # Pay by credit card online:  
on your check <https://legals.businessobserverfl.com/send-payment/>

Paid ()  
**Total \$45.94**  
Payment is due within 30 days of the  
1st publication date of your notice. If  
payment is not made, affidavits may be held

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

#### NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

### Legal Advertising

**NOTICE OF RULE  
DEVELOPMENT  
HIGHLANDS COMMUNITY  
DEVELOPMENT DISTRICT**

The Highlands Community Development District ("District") hereby gives notice of its intention to implement revised General Rules of Procedure ("Rules") pursuant to Sections 190.011 and 190.035, Florida Statutes (2025), as amended. The purpose and effect of the amendments are to update the Rules to address revisions necessary for the efficient operation of the District. Specific legal authority for any rate amendments includes Sections 120.54, 190.011 and 190.035, Florida Statutes (2025), as amended and applicable.

A public hearing will be conducted by the District on Wednesday, January 21, 2026, during a regular meeting of the District Board of Supervisors beginning at 6:00 PM. All meetings (and the public hearing) will occur at 11102 Ayersworth Glen Blvd, Wimauma, FL 33598.

Any person desiring a copy of the preliminary draft of the amendments may promptly obtain a copy, without cost, by contacting the District Manager, Kristee Cole, Inframark, 2005 Pan Am Circle, Suite 300, Tampa, FL, 33607 Telephone: 813-382-7355.

The public hearing may be continued to a date, time, and place approved by the District Board of Supervisors on the record without additional publication of notice.

Kristee Cole, District Manager  
December 12, 2025 25-03742H

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

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# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

### Legal Advertising

Invoice # 25-03806H

Date 12/19/2025

**Attn:**  
Highlands CDD Inframark  
313 CAMPUS STREET  
CELEBRATION FL 34747

Please make checks payable to:  
(Please note Invoice # on check)  
Business Observer  
1970 Main Street  
3rd Floor  
Sarasota, FL 34236

Description	Amount
Serial # 25-03806H	\$78.75
<b>Notice of Public Hearing to Adopt Revised General Rules of Procedure</b>	
RE: Highlands CDD Board of Supervisors Meeting on 1/21/26 at 6:00 PM Published: 12/19/2025	

Important Message	Paid	()
Please include our Serial # Pay by credit card online: on your check <a href="https://legals.businessobserverfl.com/send-payment/">https://legals.businessobserverfl.com/send-payment/</a>	Total	\$78.75

Payment is due within 30 days of the  
1st publication date of your notice. If  
payment is not made, affidavits may be held

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

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# Business Observer

1970 Main Street  
3rd Floor  
Sarasota, FL 34236  
, 941-906-9386 x322

## INVOICE

### Legal Advertising

#### NOTICE OF PUBLIC HEARING TO ADOPT REVISED GENERAL RULES OF PROCEDURE OF THE HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

A public hearing will be conducted by Highlands Community Development District (the "District) on Wednesday, January 21, 2026, during a regular meeting of the District Board of Supervisors beginning at 6:00 PM. The meeting (and public hearing) will occur at 11102 Ayersworth Glen Blvd, Wimauma, FL 33598.

In accordance with Chapters 120 and 190, Florida Statutes (2025), as amended, the hearing will provide an opportunity for the public and the Board of Supervisors to address and consider amendments to the District's General Rules of Procedure. The proposed changes may be adjusted at the public hearing pursuant to discussion by the District Board and public comment.

Legal authority for the amendments, and the provisions of the Florida Statutes being implemented, includes Chapter 120 and 190, Florida Statutes, generally, and Sections 190.011, 190.035 and 120.54, Florida Statutes (2025), as amended.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541, Florida Statutes, must do so in writing within twenty-one (21) days after publication of this notice.

Copies of the currently proposed amendments may be obtained by contacting the District Manager Kristee Cole, Inframark, 2005 Pan Am Circle, Suite 300, Tampa, FL, 33607, Telephone: 813-382-7355. On Friday, December 12, 2025, a Notice of Rule Development was published in the Legal Business Observer of Florida.

The public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the District with respect to any matter considered at the hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which such appeal is to be based. Any person requiring special accommodations at the hearing because of a disability or physical impairment should contact the District Manager at the address and number above.

One or more Board members may participate by telephone. At the above location, there will be present a speaker telephone so that Board members and Staff can attend at the above location and be fully informed of the discussions taking place either in person or by speaker telephone device.

Kristee Cole, District Manager  
December 19, 2025 25-03806H

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

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## Triple D Fencing

1615 6th St SE Ruskin, FL 33570  
Office:352-257-3086

# INVOICE

**BILL TO**

Highlands CDD  
11555 Heron Bay Blvd Suite  
201  
Coral Springs, FL 33076

**Invoice # 3958**

**Invoice Date 12-17-25**

**Due Date** 12-17-25

#### **AVAILABLE PAYMENT OPTIONS:**

**Cash    Check    Square (3.5% fee added)**

**Venmo** **CashApp** **Apple Pay**

Owner Approval: *Donald Buzbee*

**Thank you!**

## INVOICE

**Marc Security Services**  
5118 N 56th St Ste 107  
Tampa, FL 336105440

invoices@marcss.com  
+1 (877) 262-6372  
www.marcss.com



### Bill to

HIGHLAND COMMUNITY DEVELOPMENT  
DISTRICTC/O INFRANARK  
HIGHLAND CDD  
210 N UNIVERSITY DR  
SUITE 702  
CORAL SPRING, FL 33701

### Ship to

HIGHLAND COMMUNITY DEVELOPMENT  
DISTRICTC/O INFRANARK  
HIGHLAND CDD  
210 N UNIVERSITY DR  
SUITE 702  
CORAL SPRING, FL 33701

### Invoice details

Invoice no.: 1692

Terms: Net 15

Invoice date: 11/16/2025

Due date: 12/01/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	11/01/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
2.	11/02/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
3.	11/03/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
4.	11/04/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
5.	11/05/2025	<b>FIRE WATCH UNARMED SECURITY CMX THEATER</b>	CMX THEATER 6711 MAIN STREET MIAMI LAKES FL 33014 MON-THUR 11AM TO 6PM AND FRI TO SUN 11AM TO 5PM	6	\$36.50	\$219.00
6.						

11/06/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
7. 11/07/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
8. 11/08/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
9. 11/09/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
10. 11/10/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
11. 11/11/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$39.69	\$238.14
12. 11/12/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
13. 11/13/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
14. 11/14/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
15. 11/15/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
16. 11/16/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
17. 11/17/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76

18.	11/18/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
19.	11/19/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
20.	11/20/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
21.	11/21/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
22.	11/22/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
23.	11/23/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
24.	11/24/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
25.	11/25/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
26.	11/26/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
27.	11/27/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$39.69	\$238.14
28.	11/28/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
29.	11/29/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76

30. 11/30/2025 **SECURITY OFFICER AYERS WORTH HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY** COMMUNITY UARMED SECURITY GUARD 1800-0000 6 \$26.46 \$158.76

**Ways to pay**



**View and pay**

Subtotal \$4,981.80

Discount -\$60.00

**Total \$4,921.80**

**Overdue** 12/01/2025

## INVOICE

**Marc Security Services**  
5118 N 56th St Ste 107  
Tampa, FL 336105440

invoices@marcss.com  
+1 (877) 262-6372  
www.marcss.com



Bill to	Ship to
HIGHLAND COMMUNITY DEVELOPMENT DISTRICTC/O INFRANARK HIGHLAND CDD 210 N UNIVERSITY DR SUITE 702 CORAL SPRING, FL 33701	HIGHLAND COMMUNITY DEVELOPMENT DISTRICTC/O INFRANARK HIGHLAND CDD 210 N UNIVERSITY DR SUITE 702 CORAL SPRING, FL 33701

### Invoice details

Invoice no.: 1734

Terms: Net 15

Invoice date: 12/16/2025

Due date: 12/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	12/01/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
2.	12/02/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
3.	12/03/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
4.	12/04/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
5.	12/05/2025	<b>SECURITY OFFICER AYERS WORTH GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
6.						

12/06/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
7. 12/07/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
8. 12/08/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
9. 12/09/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
10. 12/10/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
11. 12/11/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
12. 12/12/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
13. 12/13/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
14. 12/14/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
15. 12/15/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
16. 12/16/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
17. 12/17/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76

18.	12/18/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
19.	12/19/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
20.	12/20/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
21.	12/21/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
22.	12/22/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
23.	12/23/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
24.	12/24/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
25.	12/25/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$39.69	\$238.14
26.	12/26/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
27.	12/27/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
28.	12/28/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
29.	12/29/2025	<b>SECURITY OFFICER AYERS WORTH</b>	HIGHLAND CDD/ AYERS GLEN GLEN COMMUNITY	COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76

30. 12/30/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$26.46	\$158.76
31. 12/31/2025	<b>SECURITY OFFICER AYERS WORTH</b> <b>GLEN COMMUNITY</b>	HIGHLAND CDD/ AYERS GLEN COMMUNITY UARMED SECURITY GUARD 1800-0000	6	\$39.69	\$238.14

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### Ways to pay

[View and pay](#)

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Total

**\$5,080.32**

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6091 Johns Rd, Suite 7  
Tampa, FL, 33634  
855-930-2847

## APPOINTMENT RECORD & INVOICE

Invoice # : 141275  
Service Date : Dec 8, 2025  
Account # : 208  
Poison Control # : (800) 222-1222  
Tech & License # : Roberto Bardellini #JE252990  
Company License # : JB131270  
Appt Window : Anytime  
Service Address : 11102 Ayersworth Glen Blvd  
Wimauma, FL 33598

Invoice to:  
**Highlands CDD c/o Inframark**  
201 N. University Drive Suite 702  
Coral Springs, FL 33071

Today's Total Charge Due On Dec 23, 2025:

**\$86.00**

SERVICE	PRICE	QTY	TOTAL
Pest Management - E2M - Regular Service Charge	\$86.00	1	\$86.00
<b>NOTES</b>	Sub Total		\$86.00
Treatment Procedures: I inspected the structure for pest issues. I swept the windows, doors, and eaves for spiders and wasps. I treated the surrounding landscape beds for ants, roaches, and other pests. I spot treated the exterior perimeter, door frames, and other entry points to prevent pest problems inside. Please allow 7-10 days for the best results.	Tax		\$0.00
	Today's Total		\$86.00
	Amount Paid		\$0.00

I recommend that you bundle our Sentricon Termite Colony Elimination System with your pest management service. Please call my office for more information about this offer.

Thank you for using Insect IQ, / Nutrilawn

If you have any billing questions or inquiries about other services we provide, our staff will be happy to help you, please feel free to call our IQ Team at 813-930-2847

Pest Management – Stinging Insects – Wildlife – Bat & Bird Abatement - Termite Protection - Lawn & Shrub Care

\*Ask us about our Referral Program.

\*Please Like, Rate, and Review us on Facebook.

\* Write us a Google Review.

### PRODUCTS USED

PRODUCT & EPA NUMBER	TARGETED PESTS	AREAS TREATED	RATIO	FIN AMT	CONCENTRATE	METHOD
Dominion 2L (Imidacloprid - 21.4%) EPA 53883-229	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27	1, 2	0.3oz / gallon - 0.05%	2 gal	0.6 oz	Handheld Sprayer

**TARGETED PESTS** 1-Ant - Pharaoh, 2-Ant - Argentine, 3-Ant - Carpenter, 4-Ant - Crazy, 5-Ant - Ghost, 6-Ant - Other see notes, 7-Ants - Fire, 8-Centipedes, 9-Crickets, 10-Earwigs, 11-Fleas, 12-Household Spiders, 13-Millipedes, 14-Mosquitos, 15-Other - see notes, 16-Pillbugs, 17-Roach - American, 18-Roach - Asian, 19-Roach - Australian, 20-Roach - German, 21-Roach - Oriental, 22-Roach - Surinam, 23-Roaches - Other see notes, 24-Spiders Black Widow, 25-Spiders Brow Widow, 26-Stinging Insect - Wasps, 27-Ticks

**AREAS TREATED** 1-General, 2-Perimeter Barrier

## APPOINTMENT PHOTOS



IMG\_9470.jpeg



IMG\_9471.jpeg

----- CUT HERE AND INCLUDE THIS SECTION WITH YOUR PAYMENT -----

Please mail in your payment with this portion of your statement to ensure proper credit.

**Highlands CDD c/o Inframark**  
Account #208  
Invoice #141275

Today's Total Charge: \$86.00      Due Date: Dec 23, 2025

Amount Enclosed \$ \_\_\_\_\_

Send Payments To **Insect IQ, Inc.** 6091 Johns Rd, Suite 7, Tampa, FL, 33634

Pay Online [insectiq.briostack.com/customer/index.html?branchId=10001](http://insectiq.briostack.com/customer/index.html?branchId=10001)

Pay by Phone 855-930-2847

Thank you for your business!



MK-WI-S300 GCFS  
1555 N. Rivercenter Drive, Suite 300  
Milwaukee, WI 53212

7977598

000001762 02 SP 106481627130257 P

Highlands Community Dev Dist  
c/o Inframark  
5645 Coral Ridge Drive, no. 407  
Coral Springs, FL 33076  
United States





Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 7977598  
Account Number: 237136000  
Invoice Date: 11/25/2025  
Direct Inquiries To: Duffy, Leanne M  
Phone: (407)-835-3807

Highlands Community Dev Dist  
c/o Inframark  
5645 Coral Ridge Drive, no. 407  
Coral Springs, FL 33076  
United States

### HIGHLANDS SERIES 2016

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

#### STATEMENT SUMMARY

**PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.**

TOTAL AMOUNT DUE	\$4,040.63
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All invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

### HIGHLANDS SERIES 2016

Invoice Number:	7977598
Account Number:	237136000
Current Due:	\$4,040.63
Direct Inquiries To:	Duffy, Leanne M
Phone:	(407)-835-3807

Wire Instructions:  
U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 237136000  
Invoice # 7977598  
Attn: Fee Dept St. Paul

Please mail payments to:  
U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690





Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 7977598  
Invoice Date: 11/25/2025  
Account Number: 237136000  
Direct Inquiries To: Duffy, Leanne M  
Phone: (407)-835-3807

**HIGHLANDS SERIES 2016**

Accounts Included 237136000 237136002 237136003 237136004 237136005 237136006  
In This Relationship: 237136007

**CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP**

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
<b>Subtotal Administration Fees - In Advance 11/01/2025 - 10/31/2026</b>				<b>\$3,750.00</b>
Incidental Expenses 11/01/2025 to 10/31/2026	3,750.00	0.0775		\$290.63
<b>Subtotal Incidental Expenses</b>				<b>\$290.63</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$4,040.63</b>





Sprinkler Solutions of Florida Inc.  
401 N. Parsons Ave. Suite 106 A  
Brandon, FL 33510  
(813) 503-1228  
jeff@ssofla.com

**Invoice**  
**#64590**  
**11/20/2025**

## Raise antennae for more reliable communication

PO #: --  
Request #: 90870

Bill To	Service Location
Highlands CDD 313 Campus Street , FL, Celebration, FL 34747	Highlands CDD 11102 Ayersworth Glen Blvd, Wimauma, FL 33598

### Items

Description
(Raise antennae on B-Controller to improve communications)
(Irrigation Tech)
(Hunter Solar Sync ET/Rain/Freeze Sensor Wireless with receiver)
(Bing Fu 4dbg antenna)
(Miscellaneous fittings and zip ties)
(5' of Schedule 80 Conduit)

<b>Subtotal</b>	<b>\$893.82</b>
Invoice Total	\$893.82
Payments	\$0.00
<b>Total Due</b>	<b>\$893.82</b>

### Terms and Conditions

Invoice: Terms are due upon receipt. If not paid in 15 days a \$50.00 late charge will be applied. We greatly appreciate your prompt payment.

**November 2025 Statement**

Open Date: 10/04/2025 Closing Date: 11/04/2025

**Visa® Community Card**

HIGHLANDS CDD (CPN 002513229)

<b>New Balance</b>	<b>\$1,398.92</b>
<b>Minimum Payment Due</b>	<b>\$1,398.92</b>
<b>Payment Due Date</b>	<b>12/01/2025</b>

**Late Payment Warning:** As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

Page 1 of 3

Account Ending in: ##### ##### ##### 6748

**Elan Financial Services**

1-866-552-8855

BUS 30 ELN 3

2

**Activity Summary**

Previous Balance	+	\$512.55
Payments	-	\$512.55CR
Other Credits		\$0.00
Purchases	+	\$1,398.92
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
<b>New Balance</b>	<b>=</b>	<b>\$1,398.92</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$1,398.92</b>
Credit Line		\$10,000.00
Available Credit		\$8,601.08
Days in Billing Period		32

**Payment Options:**

Mail payment coupon with a check

Pay online at  
myaccountaccess.comPay by phone  
1-866-552-8855

No payment is required.

CPN 002513229



0047985104998167480001398920001398921

**Automatic Payment**

Account Ending in: ##### ##### ##### 6748

Your new full balance of \$1,398.92 will be automatically deducted from your account on 12/01/25.

24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

000006591 MUSB20DD110525132208 01 00100000 006622 002



HIGHLANDS CDD  
ACCOUNTS PAYABLE  
11555 HERON BAY BLVD STE 201  
CORAL SPRINGS FL 33076-3361



**November 2025 Statement 10/04/2025 - 11/04/2025**  
**HIGHLANDS CDD (CPN 002513229)**

Page 2 of 3

Elan Financial Services

1-866-552-8855

## Important Messages

**Paying Interest:** You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Your payment of \$1398.92 will be automatically deducted from your bank account on 12/01/2025. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

**\*IMPORTANT NOTICE:** Please see the enclosed insert for changes being made to your cardmember agreement.

Transactions		WEST BRITTANY			Credit Limit: \$10000			
Post Date	Trans Date	Ref #	Transaction Description			Amount	Notation	
<b>Purchases and Other Debits</b>								
10/06	10/03	6096	SHERWIN-WILLIAMS722723	RIVerview	FL	\$25.95		
10/08	10/06	9615	TIMES ADVERTISING	727-893-8111	FL	\$53.00		
10/09	10/09	4889	AMAZON MKTPL*NF82S58F0	Amzn.com/bill	WA	\$260.07		
10/14	10/12	1509	AMAZON MKTPL*NF4LD7VM2	Amzn.com/bill	WA	\$74.99		
10/14	10/13	6782	SAMSCLUB #4801	RIVerview	FL	\$39.64		
10/14	10/13	4072	Mailchimp	678-9990141	GA	\$54.00		
10/20	10/17	8044	FSP*BOUNCE PARTY OF TA	813-665-0664	FL	\$185.29		
10/21	10/20	0098	SHERWIN-WILLIAMS722723	RIVerview	FL	\$179.85		
10/24	10/24	6069	AMAZON MKTPL*NU16O31S2	Amzn.com/bill	WA	\$17.98		
10/27	10/24	2696	AMAZON PRIME*O25716NO3	Amzn.com/bill	WA	\$139.00		
10/27	10/24	6492	AMAZON MKTPL*N40ZB24F1	Amzn.com/bill	WA	\$37.17		
11/03	11/02	8852	STAPLES	00348045	877-8267755	GA	\$176.25	
11/04	11/03	4599	SP GASPAR STITCH LLC	GASPARSTITCH	FL	\$155.73		
<b>Total for Account ##### ##### ##### 6118</b>						<b>\$1,398.92</b>		

Transactions		BILLING ACCOUNT ACTIVITY				
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
<b>Payments and Other Credits</b>						
11/03	11/01		PAYMENT THANK YOU	\$512.55	CR	
<b>Total for Account ###### ###### ###### 6748</b>					<b>\$512.55</b>	<b>CR</b>

<b>2025 Totals Year-to-Date</b>	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

<b>HIGHLANDS CDD</b> <b>BANK UNITED VISA</b> Purchase Period							
<b>Date</b>	<b>Purchase From</b>	<b>Amount</b>	<b>Original Receipt Submitted</b>	<b>Description of Purchase</b>	<b>Area coded to</b>	<b>AP-Coding</b>	
10/13/2025	Mailchimp	\$ 54.00	Yes	Community Email Account	Website Hosting/Email Services	001-534369-51301	
		\$ 54.00					
10/3/2025	Sherwin Williams	\$ 25.95	Yes	Paint for monument	Entry & Walls Maintenance	001-546992-53900	
10/20/2025	Sherwin Williams	\$ 179.85	Yes	Paint for Towers	Entry & Walls Maintenance	001-546992-53900	
		\$ 205.80					
10/6/2025	Tampa Bay Times	\$ 53.00	Yes	Advertisement for Yard Sale	Special Events	001-549052-57401	
10/9/2025	Amazon	\$ 260.07	Yes	Decorations for Trunk or Treat	Special Events	001-549052-57401	
10/12/2025	Amazon	\$ 74.99	Yes	Decoration for Pool Opening	Special Events	001-549052-57401	
10/13/2025	Sams Club	\$ 39.64	Yes	Candy for Trunk or Treat	Special Events	001-549052-57401	
10/17/2025	Bounce Party Of Tampa	\$ 185.29	Yes	Bounce House for Trunk or Treat	Special Events	001-549052-57401	
10/24/2025	Amazon	\$ 17.98	Yes	Decorations for Trunk or Treat	Special Events	001-549052-57401	
10/24/2025	Amazon	\$ 37.17	Yes	Decorations for Trunk or Treat	Special Events	001-549052-57401	
		\$ 668.14					
10/24/2025	Amazon	\$ 139.00	Yes	Amazon Prime Subscription	Misc-Contingency	001-549900-58200	
		\$ 139.00					
10/31/2025	Staples	\$ 176.25	Yes	Toiletries	Office Supplies	001-551002-57201	
11/3/2025	Gaspar Stitch	\$ 155.73	Yes	Employee T-Shirts	Office Supplies	001-551002-57201	
		\$ 331.98					
		\$ 1,398.92					



**GASPARSTITCH.COM**

INVOICE NO. 3430

**ORDER DATE** November 03, 2025

## PAYMENT Shopify pa

## SHIPPING

## ITEMS 6

**EMAIL** awgclubhouse@gmail.com

**BILL TO**

Brittany West  
Ayersworth Glen Clubhouse & Amenities  
11102 Ayersworth Glen Blvd  
Wimauma, FL 33598  
Tel. +1 813-633-3322

**SHIP TO**

Brittany West  
Ayersworth Glen Clubhouse & Amenities  
11102 Ayersworth Glen Blvd  
Wimauma, FL 33598  
Tel. +1 813-633-3322

ITEM DESCRIPTION	QTY	PRICE	TOTAL
Card surcharge fee 3.5%	× 1	\$4.63	\$4.63
Sport-Tek® PosiCharge® RacerMesh® Polo. ST640 with embroidery logo Ayersworth on left chest	× 5	\$26.43	\$132.15
<b>NOTES</b>			
ORDER WILL BE SHIPPED ON NOVEMBER 17TH.	Subtotal		\$136.78
Logo: Ayersworth Glen. Location: left chest Sizes and colors: 3 Forest Green and 2 Grey Heather All XLarge	Shipping		\$18.95
	Total excl. Tax		\$155.73
	Sales Tax		\$0.00
	<b>TOTAL (USD)</b>		<b>\$155.73</b>
	Net payment		\$155.73

If you have any questions, please do get in contact.

25200 Sawyer Francis Ln  
Lutz, FL 33559  
shop@gasparstitch.com  
813.906.0033

# THANKS FOR YOUR BUSINESS!

gasparstitch.com





**SHERWIN-WILLIAMS.**

RIVERVIEW-SUMMERFIELD Store 722723

10443 STELLING DR  
RIVERVIEW FL 33578 7544  
(813)947-6778  
Fax (813) 947-6782  
www.sherwin-williams.com

SALE 3:27pm  
Tran # 3510-4 10/03/25  
E72/21814 10  
Evan

Order # 0E0033074Q722723  
HIGHLANDS CDD  
Account XXXX-7462-6  
Job 1 HIGHLANDS CDD  
Tax Record Card 417151

6512-01451 K60W00653 QUART K60W653  
LATITUDE EXT FL DB  
No Tax 1.00 @ 25.95 25.95  
Color: Custom CM DARKER ORANGE  
CCE Color Cost 02 32 64 128  
W1 White - 44 - 1  
B1 Black - 4 - -  
R2 Maroon - 3 1 -  
Y3 Deep Gold - 40 - -  
Custom Sher-Color Formula Hatch

SUBTOTAL BEFORE TAX 25.95  
7.500% SALES TAX: 1-103357800 0.00  
TOTAL \$25.95

VISA (VISA CREDIT) -25.95  
C/C# XXXXXXXXXXXX6118  
Auth # 413072  
Chip Read  
No PIN  
AID:80000000031010

**STORE HOURS**  
SUNDAY 10:00 AM - 4:00 PM  
MONDAY - FRIDAY 7:00 AM - 6:00 PM  
SATURDAY 8:00 AM - 5:00 PM

Thank You  
receipt required for refund



\* 21814/35104-10-03-2025 \*

Customer Copy

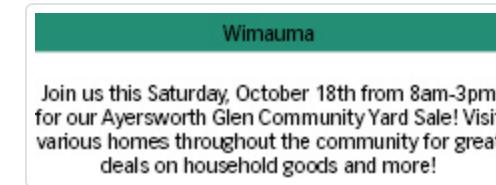
# THANK YOU for your ad submission!

Your ad has been submitted for publication. Below is a confirmation of your ad placement. You will also receive an email confirmation.

## ORDER DETAILS

Order Number:	<b>W0022495</b>
External Order #:	<b>59406</b>
Order Status:	Submitted
Classification:	Hillsborough
Package:	Garage Sale Good
Final Cost:	\$53.00
Payment Type:	Visa
User ID:	W0011826

## PREVIEW FOR AD NUMBER W00224950



## PREVIEW FOR AD NUMBER W00224951



## ACCOUNT INFORMATION

Brittany West  
11102 Ayersworth Glen Clubhouse  
Wimauma, FL 33598  
813-633-3322  
awgclubhouse@gmail.com  
Highlands CDD

[\*\*<< Click here to print a printer friendly version >>\*\*](#)

## PAYMENT DETAILS

Visa\*\*\*\*\*611803/2030

# TRANSACTION REPORT

Date October 6, 2025 12:12:31 PM EDT  
Amount: \$53.00

# SCHEDULE FOR AD NUMBER W00224950

**Start date:** October 15, 2025

**Website:** [tampabay.com](http://tampabay.com)

**Duration:** 2 days

# SCHEDULE FOR AD NUMBER W00224951

October 16, 2025

Tampa Bay Times

October 17, 2025

**Tampa Bay Times**

i-Publish® AdPortal: 3.0.48  
©2024 iPublish Media Solutions, LLC

# Order Summary

Order placed October 7, 2025 Order # 111-6539755-8221059

Ship to	Payment method	Order Summary
<p>Ayersworth Glen CLUBHOUSE 11102 AYERSWORTH GLEN BLVD WIMAUMA, FL 33598-6202 United States</p>	<p>Visa ending in 6118</p> <p><a href="#">View related transactions</a></p>	<p>Item(s) Subtotal: \$260.87 Shipping &amp; Handling: \$0.00 Promotion Applied: -\$0.80 Total before tax: \$260.07 Estimated tax to be collected: \$0.00 <b>Grand Total:</b> \$260.07</p>

## Delivered October 9

It was handed directly to a receptionist or someone at a front desk.

Signed by: Maria



[JOYIN 72 Pcs Halloween Goodie Bag, Pumpkin Plastic Candy Bags for Kids trick or treating, Halloween Jack o' Lantern Trick or Treat Bags for Snacks Party Favors, Treats Party Supplies](#)

Sold by: JoyinDirect

Return window closed on November 8, 2025

\$17.99



[GlynnHe 150pcs Halloween Spider Ring Bat Rings Plastic Spider Bat Ring Cupcake Topper for Halloween Trick or Treat Party Favor Home Decoration](#)

Sold by: ZHIFENGMU

Return window closed on November 8, 2025

\$9.99



[Ultimate Name Brand Candy Variety Pack - 8 lb Bulk Candy Individually Wrapped - No filler Candies - Perfect for Party Candies Stuffers or Party Favor Candys for Kids Goodie Bags - Party Favors for Kids](#)

Sold by: Since 1901

Return window closed on November 8, 2025

\$54.99



**LOMIMOS 150PCS Halloween Cellophane Candy Bags, Clear Plastic Treat bags with 300PCS Twist Ties for Snacks cookies Gift Supplies**

Sold by: [LOMIMOS](#)

Return window closed on November 8, 2025

\$4.61



**Little Bellies Organic Blueberry Puffs Baby Snack (Pack of 18 x 0.42 oz Individual Packs)**

Sold by: [Amazon.com](#)

Supplied by: Other

Return items: Eligible through January 7, 2026

\$22.39



**ArtCreativity Halloween Temporary Tattoos for Kids - Pack of 144-2 Inch Non-Toxic Tats Stickers for Boys and Girls, Best for Halloween Party Favors, Treats, Décor, Goodie Bags - 6 Assorted Designs**

Sold by: [Art Creativity](#)

Return window closed on November 8, 2025

\$7.99



**Tatuo 200 Feet Solid Pennant Banners Flags String Triangle Hanging DIY Bunting Flags Party Decorations for Grand Opening Party Banners for Kids Birthday, Shops (Black and Orange)**

Sold by: [Deskoti](#)

Return window closed on November 8, 2025

\$12.49

## Delivered October 9

It was handed directly to a receptionist or someone at a front desk.

Signed by: Maria



**Winlyn 24 Sets Halloween Masks Craft Kits Halloween Face Masks DIY Foam Halloween Party Mask Art Sets Halloween Ghost Monster Mummy Face Stickers for Kids Classroom Activities Halloween Party Treats**

Sold by: [Winlyn](#)

Return window closed on November 8, 2025

\$16.99



**LUYI 144 PCS Halloween Slap Bracelets, Halloween Party Favors Supplies for Kids-108 Different Designs Bracelets Bulk for Halloween Decorations Treat Toys Bag Stuffers Gift for Kids Girls Boys**

Sold by: [Luyi-us](#)

Return window closed on November 8, 2025

\$23.99

[Back to top](#)

# Order Summary

Order placed October 9, 2025

Order # 111-1829007-8361821

**Ship to**

Ayersworth Glen  
CLUBHOUSE  
11102 AYERSWORTH GLEN BLVD  
WIMAUMA, FL 33598-6202  
United States

**Payment method**

Visa ending in 6118

[View related transactions](#)**Order Summary**

Item(s) Subtotal:	\$79.99
Shipping & Handling:	\$0.00
Your Coupon Savings:	-\$5.00
Total before tax:	\$74.99
Estimated tax to be collected:	\$0.00
<b>Grand Total:</b>	<b>\$74.99</b>

## Delivered October 14

Package was left in a parcel locker



8FT Winter Inflatable Beach Ball Arch Blow Up Arch Built-in 5 LED Lights for Christmas Inflatables Outdoor Decorations Birthday Party Favors Xmas Party Supplies for Pool Beach Yard Lawn Garden Decor

Sold by: [eyourgifts](#)

Supplied by: Other

Return window closed on November 13, 2025

\$79.99

[Back to top](#)

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**Oct 13, 2025**

Order 60688632875724908453



**In club items(3)**

AQUAFINA	Qty 1	\$5.68
----------	-------	--------

FRAMIX120	Qty 1	\$18.48
-----------	-------	---------

TWZLRLRCANDY	Qty 1	\$16.98
--------------	-------	---------

<b>Subtotal</b>	\$41.14
-----------------	---------

<b>Sales tax</b>	\$0.00
------------------	--------

<b>Total</b>	<b>\$39.64</b>
--------------	----------------

*6118	\$39.64
-------	---------

Credit cards aren't charged until your order ships or you pick it up at the club. If you see a pending charge before this, it's an authorization hold to ensure the funds are available



Brittany West &lt;awgclubhouse@gmail.com&gt;

---

**Your Receipt from Bounce Party of Tampa - Order #34423**

1 message

**Bounce Party of Tampa** <receipt@ers-mail.com>

Reply-To: Info@bouncepartyoftampa.com

To: Awgclubhouse@gmail.com

Fri, Oct 17, 2025 at 11:05 AM

**Invoice/Receipt #34423**

Bounce Party of Tampa

2504 Merchant Ave

Odessa, FL 33556

813-665-0664

<https://www.bouncepartyoftampa.com/>**Important Information - Please Read Below!**

10/25/2025 04:00pm, 10/25/2025 08:00pm

Highlands CDD

Brittany West

[11102 Ayersworth Glen Blvd](https://www.ayersworthglenblvd.com)

other: Wymauma, FL 33598

[Awgclubhouse@gmail.com](mailto:Awgclubhouse@gmail.com)

/813-505-2928

Order Created by: Customer

## Customer Comments:



Classic Bounce House

\$179.95

x 1 = \$179.95

Sat, Oct 25 4:00 → 8:00 pm

SubTotal	\$179.95
Tax: 0%	\$0.00
Technology Fee (based on \$179.95)	\$5.34

Total \$185.29

Kory - 10/17/2025 11:05am Credit Card (Visa, MC, Disc, Amex) Payment (6118) \$185.29

Due \$0.00

[Click here to read and sign your contract](#)

[\(Click here for PDF Version\)](#)

To Pay your Final/Remaining Balance (if a final balance is due), Save this Receipt and **CLICK BELOW:**

[\(Click here to View and/or Pay your Balance\)](#)

A few tips and reminders: **(PLEASE READ BELOW)**

1) We accept cash and most credit cards (not AmEx). If paying with cash, please note that our drivers don't carry change. Payment is due prior to set up. Due to the number of returned checks we no longer accept checks as a form of payment.

2) Please call our office if you have stairs or a tiered backyard, so we can discuss setup options.

3) We can set up on most surfaces but **not rocks or dirt of any kind**. If this type of topography is all you have, please call us or make a note at online checkout under customer comments that a tarp is needed. Please call us if you are unsure.

4) All inflatable units **MUST** be staked in the ground for safety. If this is not possible call our office to discuss a solution. Sandbags can be used on concrete surfaces and must be selected at time of order checkout so we know to load them on our truck.

5) We will call you the day before your event with a set up time (we sometimes have to arrive very early to get all of the jumps out on time but we do not charge for the extra time)

6) Please call as early as possible if you need to cancel for weather or any other reason. Once we've set up, we do not give refunds for any reason including weather.

Please see the FAQ and Policies pages on our web site.

7) If your event will be at a park. Please tell us and select YES at checkout for park. It affects our scheduling and your pricing. You will need to either provide electricity within 75' or rent a generator which we can provide at an additional cost.

We want your party to go as smoothly as possible. Please call if you have any questions. Thanks!

ID: 34423

Name: Brittany West

Email: [Awgclubhouse@gmail.com](mailto:Awgclubhouse@gmail.com)

Phone:

Start Date: 10/25/2025 04:00pm

End Date: 10/25/2025 08:00pm

Event Address: [11102 Ayersworth Glen Blvd](https://www.google.com/maps/place/11102+Ayersworth+Glen+Blvd,+Wimauma,+FL+33598/@27.91111,-81.81111,17z)

Event City: other: Wimauma

Event State: FL

Event Zip: 33598



**SHERWIN-WILLIAMS.**

RIVERVIEW-SUMMERFIELD Store 722723

10443 STELLING DR  
RIVERVIEW FL 33578 7544  
(813)947-6778  
Fax (813) 947-6782  
www.sherwin-williams.com

SALE

Tran # 4053-4 1:46pm  
E98/21814 10/20/25  
Dean 10

Order # 0E0033834Q722723  
HIGHLANDS CDD  
Account XXXX-7462-6  
Job 1 HIGHLANDS CDD  
Tax Record Card 417151

6503-69929 K47W00051 GALLON K47W51  
EMERALD EXFL EXTRA  
No Tax 3.00 @ 59.95 179.85  
Color: SW6114 BAGEL  
Location: 291-C2  
GCE Color Cost 02 32 64 128  
B1 Black - 6 1 1  
R2 Maroon - 7 - -  
Y3 Deep Gold 2 17 1 -  
Sher-Color Formula

SUBTOTAL BEFORE TAX 179.85  
7.500% SALES TAX: 1-103357800 0.00  
TOTAL \$179.85

VISA (VISA CREDIT) - 179.85  
C/C# XXXXXXXXXXXX6118  
Auth # 210274  
Chip Read  
No PIN  
AID:00000000031010

SUNDAY STORE HOURS  
MONDAY - FRIDAY 10:00 AM - 4:00 PM  
SATURDAY 7:00 AM - 6:00 PM  
8:00 AM - 5:00 PM

Thank You  
receipt required for refund



\*21814/40534-10-20-2025\*

Customer Copy

# Order Summary

Order placed October 23, 2025

Order # 112-7327624-9797848

Ship to	Payment method	Order Summary
Ayersworth Glen CLUBHOUSE 11102 AYERSWORTH GLEN BLVD WIMAUMA, FL 33598-6202 United States	Visa ending in 6118 <a href="#">View related transactions</a>	Item(s) Subtotal: \$37.17 Shipping & Handling: \$2.99 Free Shipping: -\$2.99 Total before tax: \$37.17 Estimated tax to be collected: \$0.00 <b>Grand Total: \$37.17</b>

## Delivered today

Your package was left near the front door or porch.



[Pureegg Plastic Table Cloth Disposable 8 Pack, 54 x 108 Inch Table Cloths, Halloween Party, Thanksgiving Decorations, Harvest, Fall Tablecloths, Rectangle Tables, Leakproof & Sturdy, Orange](#)

Sold by: [Pureegg-LYT](#)

Return or replace items: Eligible through November 23, 2025

\$16.99



[JKQ 24 Pieces Glitter Halloween Ghost Hanging Swirls White Pink Glittery Happy Halloween Party Ghost Hanging Decorations for Haunted Houses Indoor Outdoor Birthday Baby Shower Party Supplies](#)

Sold by: [JKQ US](#)

Return or replace items: Eligible through November 23, 2025

\$12.99



[Happy Halloween Banners - Decorations, Bat Banners, Signs, Wreaths](#)

Sold by: [fujianfaxianzhetiyuwenhuayouxiangongsi](#)

Return or replace items: Eligible through November 23, 2025

\$7.19

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# Order Summary

Order placed October 23, 2025

Order # 112-0242914-2894649

**Ship to**

Ayersworth Glen  
CLUBHOUSE  
11102 AYERSWORTH GLEN BLVD  
WIMAUMA, FL 33598-6202  
United States

**Payment method**

Visa ending in 6118

[View related transactions](#)**Order Summary**

Item(s) Subtotal:	\$17.98
Shipping & Handling:	\$0.00
Total before tax:	\$17.98
Estimated tax to be collected:	\$0.00
<b>Grand Total:</b>	<b>\$17.98</b>

## Arriving today



[Snowkingdom Black Table Runner, 10FT Sheer Tulle Gauze Metallic Mesh Foil Table Decoration for Halloween, Thanksgiving, Party, and Christmas, Bridal, Baby Shower](#)

Sold by: [Snowkingdom](#)

\$9.99

## Arriving today



[Dokeawo Hanging Halloween Decorations Decor Indoor Outdoor, Witch hats 8 Pack Halloween Witches Hat with 108 Feet Rope & 32Pcs 3D Bats, Hanging Witch Hats Witches Costume Accessory for Party Favor](#)

Sold by: [Dokeawo](#)

Supplied by: Other

\$7.99

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# Order Summary

Subscription charged on October 24, 2025    Order # D01-7028373-5475435

Recipient	Payment method	Order Summary
Ayersworth Glen	Visa ending in 6118	Item(s) Subtotal: \$139.00
		Total Before Tax: \$139.00
		Tax Collected: \$0.00
		<b>Total for this Order: \$139.00</b>



## Prime Membership Fee

Sold by: [Amazon US](#)

\$139.00

[Back to top](#)

## Order# 7668034565

Order placed: October 31, 2025

Billing address	Shipping address
HIGHLANDS CDD	HIGHLANDS CDD
111 AYERSWORTH GLEN BLVD	BRITTANY WEST
WIMAUMA, FL 33598	11102 AYERSWORTH GLEN BLVD
	WIMAUMA, FL 335986202

### CHARGED

Items(s) Shipped

Item#	Item Description	Price	Quantity	Subtotal
812930	Angel Soft Professional Series Compact Recycled Coreless Toilet Paper, 2-Ply, White, 1125 Sheets/Roll, 18 Rolls/Carton (19372)	\$72.76	1	\$72.76
2112625	Pacific Blue Ultra Recycled Hardwound Paper Towels, 1-Ply, 6 Rolls/Carton (26495)	\$103.49	1	\$103.49

### Method of payment

VISA ending in \*6118 - \$176.25

Merchandise Total: \$176.25

Total: \$176.25



# INVOICE

Page 1 of 2

**Customer ID:**

Customer Name:  
Service Period:  
Invoice Date:  
Invoice Number:

**25-63011-93003**

HIGHLANDS CDD  
12/01/25-12/31/25  
11/25/2025  
0207099-2206-4

How to Contact Us	Your Payment is Due	Your Total Due
<p><b>Visit <a href="http://wm.com/MyWM">wm.com/MyWM</a></b></p> <p>Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.</p>    <p>Customer Service: (813) 621-3055</p>	<b>Dec 25, 2025</b>	<b>\$269.07</b> If payment is received after 12/25/2025: <b>\$ 275.80</b>

Previous Balance	+	Payments	+	Adjustments	+	Current Invoice Charges	=	Total Account Balance Due
269.07		(269.07)		0.00		269.07		269.07

**IMPORTANT MESSAGES**

\*\*\*WM only sells services online through our own website at [wm.com](http://wm.com). WM does not sell any services through other on-line marketplaces. To arrange services for your business or home, visit [wm.com](http://wm.com) directly.



*Please detach and send the lower portion with payment - - - (no cash or staples) - - -*



WASTE MANAGEMENT INC. OF FLORIDA  
WM - TAMPA  
PO BOX 3020  
MONROE, WI 53566-8320  
(813) 621-3055  
(800) 255-7172

Invoice Date	Invoice Number	Customer ID (Include with your payment)
11/25/2025	0207099-2206-4	<b>25-63011-93003</b>
Payment Terms	Total Due	Amount
Total Due by 12/25/2025 If Received after 12/25/2025	\$269.07 \$275.80	

\*\*\* DO NOT PAY - AUTOMATIC PAYMENT WILL BE PROCESSED \*\*\*  
Your bank account will be drafted \$269.07.

2206000256301193003002070990000002690700000026907 0

10290C17

HIGHLANDS CDD  
11102 AYERSWORTH GLEN BLVD  
WIMAUMA FL 33598-6202

Remit To: **WM CORPORATE SERVICES, INC.**  
**AS PAYMENT AGENT**  
PO BOX 4648  
CAROL STREAM, IL 60197-4648

## DETAILS OF SERVICE

**Details for Service Location:** Highlands Cdd, 11102 Ayersworth Glen Blvd, Wimauma FL 33598-6202

**Customer ID:** 25-63011-93003

**Description****Date****Ticket****Quantity****Amount**

Lock Per Unit  
Disposal 4 Yard Dumpster 1X Week  
4 Yard Dumpster 1X Week

12/01/25  
12/01/25  
12/01/25

1.00  
1.00  
1.00

**Total Current Charges**

**269.07**

## GREENER WAYS TO PAY

Please choose one of these sustainable payment options:

**AutoPay**

Set up recurring payments with us at [wm.com/myaccount](http://wm.com/myaccount)

**Online**

Use [wm.com](http://wm.com) for quick and easy payments

**By Phone**

Pay 24/7 by calling 866-964-2729

## HOW TO READ YOUR INVOICE

How to Contact Us		Your Payment is Due		Your Total Due																										
Visit <a href="http://wm.com/MyWM">wm.com/MyWM</a>		10/25/2022		\$123.45																										
<small>If full payment of the invoiced amount is not received by the due date, a late charge will be applied. This charge is a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.</small>																														
Previous Balance	+	Payments	+	Adjustments	+																									
\$123.45		(\$123.45)		0.00																										
		Current Invoice Charges	=	Total Account Balance Due																										
		\$123.45	=	\$123.45																										
DETAILS OF SERVICE																														
Details for Service Location: Seymour, John, Town and Country Way, Saint Paul MN 55106-2627			Customer ID: 21-51809-22222																											
<table border="1"> <tr> <th>Description</th> <th>Date</th> <th>Ticket</th> <th>Quantity</th> <th>Amount</th> </tr> <tr> <td>90 DAY CHARGE</td> <td>10/01/22</td> <td></td> <td>1.00</td> <td>68.50</td> </tr> <tr> <td>MIN STATE SOLID WASTE TAX 9.75%</td> <td></td> <td></td> <td></td> <td>25.15</td> </tr> <tr> <td>COUNTY ENVIRONMENTAL CHARGE</td> <td></td> <td></td> <td></td> <td>123.45</td> </tr> <tr> <td><b>Total Current Charges</b></td> <td></td> <td></td> <td></td> <td><b>123.45</b></td> </tr> </table>			Description	Date	Ticket	Quantity	Amount	90 DAY CHARGE	10/01/22		1.00	68.50	MIN STATE SOLID WASTE TAX 9.75%				25.15	COUNTY ENVIRONMENTAL CHARGE				123.45	<b>Total Current Charges</b>				<b>123.45</b>			
Description	Date	Ticket	Quantity	Amount																										
90 DAY CHARGE	10/01/22		1.00	68.50																										
MIN STATE SOLID WASTE TAX 9.75%				25.15																										
COUNTY ENVIRONMENTAL CHARGE				123.45																										
<b>Total Current Charges</b>				<b>123.45</b>																										

**1** Your Total Due is the total amount of current charges and any previous unpaid Balances combined. This also states the date payment is due to WM, anything beyond that date may incur additional charges.

**2** Previous balance is the total due from your previous invoice. We subtract any Payments Received/Adjustments and add your Current Charges from this billing cycle to get a Total Due on this invoice. If you have not paid all or a portion of your previous balance, please pay the entire Total Due to avoid a late charge or service interruption.

**3** Service location details the total current charges of this invoice.

## New Payment Platform

Here are more details about our enhanced online bill-pay system. Powered by Paymentus, the platform will provide more options and flexibility when managing and paying your bills.

**Expanded payment options.**

Pay with PayPal, Apple Pay, or Google Pay; via secure direct debit from a bank account; or by credit or debit card.

**Anytime, anywhere payments.**

Same great 24/7 availability so you can make payments when convenient or set it and forget it with AutoPay.

**Complete Hub for account activity.**

Continue to view and manage your bills directly from **My WM** ([wm.com/mywm](http://wm.com/mywm)).

If your service is suspended for non-payment, you may be charged a Resume charge to restart your service. For each returned check, a charge will be assessed on your next invoice equal to the maximum amount permitted by applicable state law.

<input type="checkbox"/> Check Here to Change Contact Info	<input type="checkbox"/> Check Here to Sign Up for Automatic Payment Enrollment
List your new billing information below. For a change of service address, please contact <b>WM</b> .	
Address 1	
Address 2	
City	
State	
Zip	
Email	
Date Valid	
Bank Account Holder Signature	

**NOTICE:** By sending your check, you are authorizing the Company to use information on your check to make a one-time electronic debit to your account at the financial institution indicated on your check. The electronic debit will be for the amount of your check and may occur as soon as the same day we receive your check.

In order for us to service your account or to collect any amounts you may owe (for non-marketing or solicitation purposes), we may contact you by telephone at any telephone number that you provided in connection with your account, including wireless telephone numbers, which could result in charges to you. Methods of contact may include text messages and using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable. We may also contact you by email or other methods as provided in our contract.

Please send all bankruptcy correspondence to [RMCbankruptcy@wm.com](mailto:RMCbankruptcy@wm.com) or PO Box 43290 Phoenix, AZ 85080. Using the email option will expedite your request. (this language is in compliance with 11 USC 342(c)(2) of the Bankruptcy Code)

November 24, 2025  
 Invoice Number: 3164516112425  
 Account Number: 8337 12 029 3164516  
 Security Code: 2577  
 Service At: 11102 AYERSWORTH GLEN BLVD  
 WIMAUMA FL 33598-6202

**Auto Pay Notice**

**Contact Us**  
 Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
 Or, call us at **855-252-0675**

**Summary** *Service from 11/24/25 through 12/23/25  
details on following pages*

Previous Balance	176.32
Payments Received -Thank You!	-176.32
<b>Remaining Balance</b>	<b>\$0.00</b>
Spectrum Business™ TV	68.00
Spectrum Business™ Internet	80.00
Spectrum Business™ Voice	20.00
Other Charges	0.00
Taxes, Fees and Charges	8.32
Current Charges	\$176.32
<i>YOUR AUTO PAY WILL BE PROCESSED 12/11/25</i>	
<b>Total Due by Auto Pay</b>	<b>\$176.32</b>

**NOTE.** Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.



**NEWS AND INFORMATION**

**Thank you for choosing Spectrum Business.**  
 We appreciate your prompt payment and value you as a customer.

**Auto Pay** - Thank you for signing up for Auto Pay. Please note your payment may be drafted and posted to your Spectrum Business account the day after your transaction is scheduled to be processed by your bank.

November 24, 2025

**HIGHLAND CDD**

Invoice Number: 3164516112425  
 Account Number: 8337 12 029 3164516  
 Service At: 11102 AYERSWORTH GLEN BLVD  
 WIMAUMA FL 33598-6202

**Total Due by Auto Pay** **\$176.32**



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652  
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HIGHLAND CDD  
 11555 HERON BAY BLVD STE 201  
 CORAL SPRINGS FL 33076-3361



CHARTER COMMUNICATIONS  
 PO BOX 7186  
 PASADENA CA 91109-7186



833712029316451600176321

Invoice Number: **HIGHLAND CDD**  
 Account Number: 3164516112425  
 Security Code: 8337 12 029 3164516  
**2577**

**Contact Us**Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)Or, call us at **855-252-0675**

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**Charge Details**

Previous Balance	176.32
EFT Payment	11/11 -176.32
<b>Remaining Balance</b>	<b>\$0.00</b>

Payments received after 11/24/25 will appear on your next bill.

Service from 11/24/25 through 12/23/25

**Spectrum Business™ TV**

Broadcast TV Surcharge	28.00
Spectrum Business TV	40.00
Your promotional price will expire on 02/23/28	
	<b>\$68.00</b>

<b>Spectrum Business™ TV Total</b>	<b>\$68.00</b>
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**Spectrum Business™ Internet**

Security Suite	0.00
Domain Name	0.00
Vanity Email	0.00
Spectrum Business Internet Ultra	160.00
Promotional Discount	-90.00

Your promotional price will expire on 02/23/28

Business WiFi	10.00
	<b>\$80.00</b>

<b>Spectrum Business™ Internet Total</b>	<b>\$80.00</b>
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**Spectrum Business™ Voice**

Spectrum Business Voice	50.00
Promotional Discount	-30.00
Your promotional price will expire on 02/23/28	
	<b>\$20.00</b>

**Phone number (813) 633-3322**

Continued on the next page....

Local Spectrum Store: 12970 S US Hwy 301, Suite 105, Riverview FL 33579 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 12:00pm to 7:00pm

Local Spectrum Store: 872 Brandon Town Center Mall, Brandon FL 33511 Store Hours: Mon thru Sat - 10:00am to 8:00pm and Sun - 12:00pm to 5:00pm

For questions or concerns, please call **1-866-519-1263**.**Spectrum Business™ Voice Continued**

Voice Mail	0.00
	<b>\$0.00</b>

For additional call details,  
please visit [SpectrumBusiness.net](http://SpectrumBusiness.net)

Spectrum Business™ Voice Total	<b>\$20.00</b>
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**Other Charges**

Payment Processing	5.00
Auto Pay Discount	-5.00
<b>Other Charges Total</b>	<b>\$0.00</b>

**Taxes, Fees and Charges**

Communications Services Tax	8.32
<b>Taxes, Fees and Charges Total</b>	<b>\$8.32</b>

<b>Current Charges</b>	<b>\$176.32</b>
<b>Total Due by Auto Pay</b>	<b>\$176.32</b>

**Billing Information**

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit [spectrum.net/taxesandfees](http://spectrum.net/taxesandfees) for more information.

**Spectrum Terms and Conditions of Service** – In accordance with the Spectrum Business Services Agreement, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at [spectrum.com/policies](http://spectrum.com/policies).

**HIGHLAND CDD**  
 Invoice Number: 3164516112425  
 Account Number: 8337 12 029 3164516  
 Security Code: **2577**



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Or, call us at **855-252-0675**

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**Notice** - Nonpayment of any portion of your cable television, high-speed data, and/or Digital Phone service could result in disconnection of any of your Spectrum provided services.

**Insufficient Funds Payment Policy** - Charter may charge an insufficient funds processing fee for all returned checks and bankcard charge-backs. If your check, bankcard (debit or credit) charge, or other instrument or electronic transfer transaction used to pay us is dishonored, refused or returned for any reason, we may electronically debit your account for the payment, plus an insufficient funds processing fee as set forth in your terms of service or on your Video Services rate card (up to the amount allowable by law and any applicable sales tax). Your bank account may be debited as early as the same day payment is dishonored, refused or returned. If your bank account is not debited, the returned check amount (plus fee) must be replaced by cash, cashier's check or money order.

**The following taxes, fees and surcharges are included in the price of the Spectrum Business Voice services** - . FEES AND CHARGES: E911 Fee \$0.40, Federal USF \$1.20, Florida CST \$2.10, TRS Surcharge \$0.08.

**Billing Practices** - Spectrum Business mails monthly, itemized invoices for all monthly services in advance. A full payment is required on or before the due date indicated on this invoice. Payments made after the indicated due date may result in a late payment processing charge. Failure to pay could result in the disconnection of all your Spectrum Business service(s). Disconnection of Business Voice service may also result in the loss of your phone number.

**Changing Business Locations** - Please contact Spectrum Business before moving your Business Voice modem to a new address. To establish service at your new location or return equipment, please contact Spectrum Business at least twenty-one (21) business days prior to your move.

**Past Due Fee / Late Fee Reminder** - A late fee will be assessed for past due charges for service.

**Complaint Procedures:** If you disagree with your charges, you need to register a complaint no later than 60 days after the due date on your bill statement.

**Video Closed Captioning Inquiries** - Spectrum provided set-top boxes for video consumption support the ability for the user to enable or disable Closed Captions for customers with hearing impairment.

For immediate closed captioning concerns, call **855-70-SPECTRUM** or email [closedcaptioningsupport@charter.com](mailto:closedcaptioningsupport@charter.com).

To report a complaint on an ongoing closed captioning issue, please send your concerns via US Mail to W. Wesselman, Sr. Director, 2 Digital Place, Simpsonville, SC 29681, send a fax to **1-704-697-4935**, call **1-877-276-7432** or email [closedcaptioningissues@charter.com](mailto:closedcaptioningissues@charter.com).

**Spectrum Business Voice** - provided by Charter Communications Operating, LLC's voice subsidiaries.



**Contact Us**Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)Or, call us at **855-252-0675**

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# Spectrum

## Spectrum Privacy Policy

Effective: August 1, 2025 ("Your Rights If You Live In Other States With Privacy Laws" Section, Effective: July 1, 2025)

Your privacy is important to Charter. We take seriously the responsibility of protecting your privacy and the information collected about you.

This Spectrum Privacy Policy (the "Privacy Policy") describes the types of information we collect, how we use that information, the choices you have regarding such collection and use, and the rights that may be available to you under state and federal law when you subscribe to or interact with Spectrum products and services.

**WHEN THE PRIVACY POLICY APPLIES**

The Privacy Policy applies to the information we collect from or about you, your household, or devices associated with you, as prospective customers or when you subscribe to, access, or use the Spectrum products, services, websites, and applications (sometimes referred to as the "Spectrum Platform" in this Privacy Policy).

Some Spectrum products and services may have additional privacy practices that are described in product- or service-specific sections in this Privacy Policy or may be provided to you in different ways, such as our commercial agreements for Spectrum Business services. To the extent there is an overlap between the privacy disclosures in this Privacy Policy and a product-or service-specific privacy notice (e.g., the Spectrum Biometric Data Privacy Notice which you can view by visiting our Your Privacy Rights section on our website), the privacy disclosures set forth in the product or service-specific notice or commercial agreement will apply and control with respect to such product or service.

Sometimes you may access websites (e.g., news websites, shopping websites, internet search engine, etc.) or services (e.g., non-Spectrum email and instant messaging services or video streaming services, gaming services, data storage services, etc.) that we do not own, manage or control through the Spectrum Platform. We urge our customers to review the privacy practices of these third parties, because this Privacy Policy does not extend to the collection of information by third parties through websites not owned, managed, or controlled by Spectrum.

**WHAT INFORMATION WE COLLECT**

**In order to provide you with Spectrum products and services, we collect a variety of information about you when you interact with us or use our products, services, websites, and applications. This information enables us to provide our services to you on a cost-effective basis and to tailor our products and services to best meet your needs and interests.**

***Information You Provide to Us Directly***

We collect information you provide to us when you establish a customer or user account, register to use and/or connect to certain of our services, and when you contact us or otherwise communicate with us, such as:

- contact information (e.g., name, address, email address, and phone number);
- information about you including racial or ethnic origin;
- usernames, passwords, images (e.g., driver's license photo), biometric data (e.g., voiceprints collected when you opt-in to our Spectrum Voice ID service subject to our Spectrum Biometric Data Privacy Notice), and other authenticating information associated with a Spectrum account;
- information about the types of services to which you subscribe, orders you place or downloads you make through the various Spectrum applications (e.g., the Spectrum TV, MySpectrum, Spectrum News,

and SpectrumU applications), the service options you have chosen, and any customized settings you have created;

- information about the payment methods used for your Spectrum services, such as your payment card information (e.g., the cardholder name, card number, expiration date, and security code (CVV/CVC) associated with your debit or credit card) or bank account information (e.g., the routing number that identifies your bank and your bank account number that identifies your account within your bank);
- information related to a credit application for a product or service or to protect against fraud, which may include your Social Security number, driver's license number, or other government issued identifier;
- information you provide when you enter contests or respond to Spectrum surveys, or participate in or attend events sponsored by Spectrum; and
- information we keep in our records when you correspond or otherwise communicate with us, including through our call centers, in-person interactions at our stores, online chat sessions, community support space, and through Spectrum social media accounts. We may use the information you provide us and that we collect in order to make inferences, including sensitive data inferences about you, and your interests. Where required by law, we seek your consent before doing so.

***Information We Collect Automatically***

We automatically collect information about your use of the Spectrum Platform in order to deliver any of our services or otherwise permit access to one of our products, such as:

- information from any device you use when you interact with us, including but not limited to the device identifiers, the number, types, and status of devices connected to our network, network addresses, operating system, and technical configurations of the equipment used with our services, products, websites, and applications;
- network traffic data;
- general and/or precise geolocation information;
- performance and support data; and
- information about your use and the operation of the Spectrum Platform and its features.

We automatically collect usage information to provide you with and market our products and services, and to deliver you relevant advertising, such as:

- usage information about the channels, programs, and advertisements to which your device was tuned when you subscribe to our video service in order to provide you video content ("Video Usage Information");
- information we collect based on our provision of Spectrum Internet service, such as routing traffic to allow you to traverse from one website to another website, in order to provide internet service and connect you to the other internet-based services you request; this can include the amount of data used, device identifiers, and quality of service (i.e., quality of the signal) from customers who use our company-issued routers as part of our provision of Spectrum Internet service and other consumers who you permit to connect to your in-home equipment (collectively, "Internet Usage Information");

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- call records, including the phone numbers that you call and that call you, and the times and dates of those calls, the number of text messages sent and received, when you subscribe to our phone and/or mobile service ("Call Detail Information");
- information about your general or precise location and internet usage data may be used to provide you with marketing and advertising from Spectrum and its business partners, which Spectrum determines may be relevant to you;
- usage information about your use of the Spectrum Mobile network, the use of your mobile device, technical and network performance information, and location information when your device communicates with cell towers, WiFi routers, access points, and/or with technologies used by the Global Positioning System ("GPS") ("Mobile Usage Information"); and
- device information, including your IP address and information about your browser, operating system, and platform type, tracking technologies, and information about the website that referred you to a Spectrum website, and the website to which we refer you when you leave a Spectrum website.

Additionally, if you subscribe to or use services that require us to transfer or store communications such as a Spectrum email account or a Spectrum voice product that includes a voicemail service, it will be necessary for us to collect the content of those communications to provide you with the service you have requested because it is required in order for the services to function. We also collect the content of any files you store in our cloud storage services (e.g., the Spectrum Cloud DVR platform) and other information when it is necessary to provide you with the products or features of the services you use.

Please refer to the Spectrum Internet DNS Privacy Notice, available by visiting our Your Privacy Rights section on our website, to learn more about the type of Domain Name System ("DNS") data we collect based on our provision of Spectrum Internet service, how we use and share that information, and our storage and retention practices associated with the DNS data we maintain.

**Location Information**

When you access our network, we may collect general or precise location information. We may also collect general or precise location information when you use some of our services and applications.

For our fixed home video, voice, internet, and WiFi, and business services, all of which are inherently tied to the customer's service address location, we collect the customer's home, business and/or service address in order to provide service to the devices that are physically located at those addresses. For our video service, we use the collected information to deliver service to the physical address at which the customer's receiver is located. For our wireline voice service, we use the collected information to deliver service to the physical address at which the customer's voice modem is located; we also collect call detail information, including the call connection locations (including city, state, and country) and the call origin and destination locations, for account billing. For internet and in-home WiFi, we use the collected information to deliver service to the physical address at which the modem and router are located and installed. Charter also collects the public IP address of any device that connects to an in-home Advanced Home WiFi router in order to authenticate the device and allow customers to assign security, parental or other controls to certain devices. We collect similar address information tied to equipment located at our commercial customers' service addresses. When a customer subscribes to Spectrum Mobile service, their billing address, as well as their core video, voice, or internet account service address, if they subscribe to other Spectrum services, i.e., Spectrum Internet, is linked to their account for the same purposes.

For our out-of-home WiFi service and Spectrum applications, we may collect additional location information from your devices in order to authenticate, connect, and deliver seamless connectivity when connecting to our out-

of-home WiFi access points, using our mobile service, or connecting to a Spectrum service from outside of your home via any WiFi access point or internet connection (e.g., if you are a video subscriber accessing content on your mobile device, irrespective of whether you are in or outside of your home or connecting via Spectrum WiFi or Spectrum Internet, we may collect location information in order to determine whether certain content is available to you based on your location). For our out-of-home WiFi access points, as well as the out-of-home WiFi access points of our industry partners, we may collect information about the location of the out-of-home WiFi access point and device information, including the public IP address assigned to the device connecting to the access point.

We may use this location data to develop, tailor, and market Spectrum's own products and services, or enable targeted third-party advertising in partnership with select advertising partners and providers.

**Information Obtained from Third Parties**

We may collect information from third parties for purposes related to delivering our products and services to you, for analytics and research, or for marketing and advertising our own products and services, as well as for delivering third-party advertising on the Spectrum Platform.

- Information to verify data you have provided and from credit agencies to determine your credit worthiness, credit score, and credit usage.
- Information from content providers and other platform providers when you use your Spectrum account to authenticate your use of Spectrum services through that provider's platform or device.
- Information from research consultants, marketing firms, data quality management solution firms, and programming partners to enhance our marketing and advertising programs. Collected data may include demographic information, as well as personal interest data, to help us construct audience segments, deliver advertising, and evaluate the effectiveness of a given advertising campaign.

**HOW WE USE INFORMATION**

We use the information we collect to provide you with reliable, high quality products and services. We may also use the information we collect to provide you and allow our business partners to provide you with relevant advertising. When required by applicable law, we will request your consent for certain uses of your information. Depending on your state of residence, you may have certain rights to limit our use of information. Please see the state right sections below for more information.

**To Provide and Improve our Services, Products and Devices, Websites and Applications**

We use the information we collect to:

- deliver, maintain and improve our products, services, websites, and applications;
- fulfill requests for new service or changes to your account or the products and services you already receive;
- provide you with technical support and high quality customer service, including through the use of recorded or monitored communications between you and our customer service agents;
- create and administer a Spectrum account, including activating your service, billing, invoicing, and debt collection activities;
- authenticate or otherwise provide you access to your Spectrum products and services;
- provide updates, upgrades, repairs or replacements for any of our service-related devices or software used in providing or receiving services;
- manage and configure our device(s), system(s), and network(s);



Account Number: **HIGHLAND CDD**  
 Security Code: **8337 12 029 3164516**  
**2577**

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- understand how the service is being used, including through the creation of operational and marketing reports based on de-identified and/or aggregated service usage information;
- inform you of additional products and services that may be of interest to you;
- protect the security of the system, prevent fraud, detect unauthorized reception, use, and abuse of any Spectrum product, service, website or application, and to enforce any Spectrum policy or applicable terms of service;
- protect our rights, our personnel, our property, and the safety of others;
- maintain our accounting, tax and other records; and
- comply with applicable federal and state laws and regulations, as well as for the general administration of our business.

We may leverage automated decisionmaking tools or the power of artificial intelligence ("AI") to perform some or all of these actions as well as any of the actions described in other parts of this section of the privacy policy. We do not engage in any automated decisionmaking related to the provision or denial of financial or lending services, housing, insurance, education enrollment or opportunity, criminal justice, employment opportunities, health care services, or access to essential goods and services.

**To Communicate With You**

We use the information we collect to deliver and personalize our communications with you, e.g., when responding to a survey or ordering a pay-per-view event, we will use that information and information from your account to send you billing information, as well as recommendations for additional Spectrum products or services that may be of interest to you and to provide you with a more personalized experience. We may also send you promotional communications for products and services that may be of interest to you.

**To Create Business and Marketing Reports**

We use the information we collect to create business and marketing reports (the "Reports") to provide insights into what products and services our customers are using, how long they are using our products and services, how some of our services are accessed, and what additional products and services may be of interest to our customers.

We use these Reports for our own internal purposes, such as improving our products and services, determining what content to provide our customers, measuring the effectiveness of our marketing and advertising, and other research and analytics. We may also share these Reports with third parties, as described in "When and With Whom We Share Information." In some cases, we may provide Reports to a third party for the third party's own use. You should review the "Your Choices" section of this Privacy Policy to understand the choices you have with respect to the sharing of this information.

**Targeted Advertising**

We may use the information we collect, or that third parties collect from your visits, to other online services to make the marketing and advertising you see on the Spectrum Platform more relevant to you, as well as to market the Spectrum products and services on other websites and platforms. We may use partners to assist with advertising, and in doing so, disclose your persistent identifiers such as your device ID, or other unique identifiers associated with your account. We may also disclose your general or precise geolocation information or information associated with your browsing history. For information about how to limit the use of information for these purposes, see the "Your Choices" section below.

**Addressable Advertising on our Cable System Applications**

We place some of the advertisements you see during live and on-demand video content on our cable system and video applications. Some of those advertisements are placed in particular shows or channels; others are shown in particular geographic areas. Some of our cable advertisements will ask

for your permission to take certain actions, like mail you information or allow the advertiser to contact you. In some areas we will be able to address advertisements to your household through our cable system that will be more relevant to your interests based on your Video Usage Information and/or Combined Information. For information about how to limit the use of information for these purposes, see the "Your Choices" section below.

**Third Party Online and App-Based Advertising and Customization**

We may place "cookies" and other tracking technologies in your browser that contain information about you or your account when you set up a personalized service or customize your settings and preferences on our websites or mobile applications. These technologies enable us to help diagnose problems with our services, control the display of ads, track usage patterns, gather demographic information, analyze trends, conduct research, and otherwise administer the Spectrum services. We do not store sensitive information such as your password, e-mail address or credit card number in these third party technologies.

In addition to the advertising we deliver, we allow third-party ad serving companies and other unaffiliated advertisers to display advertisements on our websites and within some of our mobile applications. These third parties may collect information about you when you use the Spectrum websites and apps or when you interact with these third party advertisements. For information about how to limit the use of your information for these purposes, see the "Your Choices" section below.

**WITH WHOM WE SHARE INFORMATION**

**Account Holders and Other Authorized Users**

We may disclose certain information about a customer's account and use of a service or feature to the primary account owner only after appropriate authentication. The primary account owner may also authorize other users to access certain information on the account, which may include information about the primary account owner's use of the relevant service.

**Charter/Spectrum Related Businesses**

We may share information about you with other Charter and Spectrum related companies in order to provide the services you have requested or to which you subscribe, or to make your Spectrum experience more streamlined, such as through combining account information into a single location for easier access.

**Service Providers**

We may disclose your information to service providers who perform business activities and functions on our behalf to support our interactions with you such as billing and collections, payment processing, analytics and research, marketing and advertising, service delivery and customization, maintenance and operations, and fraud prevention.

These service providers are authorized to use your personal information only as necessary to provide these services on our behalf.

**Governmental Entities or Pursuant to Valid Legal Process**

We may disclose personal information to comply with valid legal process, including subpoenas, court orders or search warrants. In some instances where there is a valid legal request or an order for disclosure of information about you, we may notify you of such request or order and then it may be up to you to object or take specific action to prevent any disclosures pursuant to those requests or orders.

If you subscribe to any Spectrum services, we may be required by law to disclose information about you, including information that personally identifies you, your use of our services, and the content of your communications, to governmental entities upon receipt of valid legal process.

We may also disclose personal information when we believe it is necessary to protect our customers, employees, or property; in emergency situations; to enforce our rights in court or elsewhere, or directly with you, for violations of service terms, conditions or policies; and/or as otherwise required by law.

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**Third Parties**

We may sell to or share with third parties your personal information for their own marketing, advertising, or other commercial purposes. We may sell or share your persistent identifiers such as device identifiers, IP address, video and/or internet usage data, and general or precise geolocation data. Depending on your state of residency, you may be able to opt-out of this use of your personal information. Where required to do so by law, we will obtain your consent before selling or sharing your personal information.

If you subscribe to our Spectrum Voice® service, your name, address and/or telephone number may be transmitted via Caller ID, published and distributed in affiliated or unaffiliated telephone directories, and available through affiliated or unaffiliated directory assistance operators. We take reasonable precautions to ensure that non-published and non-listed numbers are not included in the telephone directories or directory assistance services, although we cannot guarantee that errors will never occur. Please note that Caller ID blocking may not prevent the display of your name and/or telephone number when you dial certain business numbers, 911, 900 numbers or toll-free 800, 855, 844, 866, 877 or 888 numbers. But note that Spectrum Mobile does not publish directories of customers' wireless phone numbers and we do not make those numbers available to others for listing in directories.

Some of the advertisements we display may invite interactive or transactional follow-up from you. When you interact and provide your consent, we may share your contact information with the advertiser for the purpose of fulfilling your request. We may also share individually de-identified and/or aggregate information, including our business and marketing reports, with third parties for their own purposes.

If we enter into a merger, acquisition, or sale of all or a portion of our assets, we may transfer or receive information about you, including information that personally identifies you, as part of the transaction.

**WHAT CHOICES YOU HAVE TO CONTROL THE USE OF INFORMATION BY SPECTRUM**

You have choices in controlling how we use and share your information for marketing and advertising purposes. For instance, you can always choose whether to receive promotional emails or text messages. When you visit our websites, you may opt-out of interest-based advertising, and when you use our mobile applications, you can limit the use of ad trackers. Visit our Privacy Preference page to manage your marketing communication and privacy preferences, including, for example:

- to be added to our marketing communication preferences list (e.g., "Do Not Call"), which will limit the marketing and advertising messages you receive from us about Spectrum products and services;
- to limit our use of your customer proprietary network information ("CPNI") for marketing and advertising of our own products and services; and
- to limit our use of your Video Usage Information, Combined Information, or our business and marketing reports to direct addressable advertisements or interest-based advertisements to you as further described in the preference center.

Some of the preferences will only apply when you subscribe to Spectrum services and may require additional account information. If you make changes to your contact information or get a new account, you will need to review and update your privacy preferences.

If you are a Spectrum customer and do not have access to Internet service, you may call us at the number provided on your monthly bill statement to be added to any of these lists.

If you are not a Spectrum customer and would like to add your name to marketing opt-out lists, please call 833-845-3726.

Please note that even if you choose to limit the use of information or communications for marketing and advertising purposes, you may still receive general marketing and/or advertising messages, in addition to service-related communications.

You may also opt-out of the sale or sharing of your personal information and targeted or cross-context behavioral advertising by broadcasting a universal opt-out signal, such as the Global Privacy Control (GPC), on the browsers and/or browser extensions that support the GPC where such mechanism is required under applicable state privacy law.

For more information about privacy preferences visit our Privacy Preference page.

**Cookies, Tracking Technologies, and Interest-Based Advertising**

Some of our websites use certain web analytics services, such as Google Analytics and Adobe Analytics. These services use cookies or other tracking technologies to help us analyze how users interact with and use the Spectrum websites, compile reports on the websites' activity, provide other services related to website activity and usage, and help us identify and communicate with potential customers. The information generated by these web analytics services are transmitted to and stored by those entities and are subject to their respective privacy policies. To learn more about Google Analytics and Adobe Analytics, including how to opt-out of tracking of analytics, please visit the following links managed by Google (Google Cookies) and Adobe (Adobe Privacy Center).

Many of the third-party advertisers that place tracking tools on the Spectrum websites are members of programs that offer you additional choices regarding the collection and use of your information. You can learn more about the options available to limit these third parties' collection and use of your information by visiting the websites for the Network Advertising Initiative and the Digital Advertising Alliance, as well as the webpages for Facebook's ad preferences tool and privacy policy.

Similarly, you can learn about your options to opt-out of mobile app tracking by certain advertising networks through your device settings.

For more information about how to change these settings for Apple or Android devices, see:

Apple: <http://support.apple.com/kb/HT4228>

Android: <http://www.google.com/policies/technologies/ads/>

You may also have the right in certain states to opt-out of the use of your personal information for interest-based advertising by Spectrum. For more information, please visit the state rights sections of this Privacy Policy or the Privacy Preference page to opt-out.

Some of our Spectrum Platforms (e.g., our Spectrum TV application) may include Nielsen's proprietary measurement software, which will allow you to contribute to market research, like Nielsen's TV Ratings. To learn more about Nielsen's privacy practices, including how you can opt-out of Nielsen's collection and use of this measurement data, please visit [www.nielsen.com/digitalprivacy](http://www.nielsen.com/digitalprivacy).

**CPNI**

When you initiate an interaction with one of our representatives, such as a phone call or a chat, we may ask for your oral consent to our use of your CPNI for the purpose of providing you with an offer for other products or services, such as Spectrum cable video service. If you consent, we may use your CPNI for the duration of that interaction to offer you those additional products and services.

If you subscribe to the Spectrum Voice® or Spectrum Mobile service, you have the option of allowing us to use the CPNI we have on file to provide you with information about products and services or special promotions for other communications-related products and services to which you do not already subscribe. You have the right to restrict this use of CPNI. If you opt-out of this use, you will experience no effect on your services. We will wait at least thirty days from the date we first provide notice to you, as a subscriber of the Spectrum Home Phone service or Spectrum Mobile service, before we use your CPNI for this purpose. During that time and at any time after, you may opt-out of our use of your CPNI for these marketing purposes by calling us at the number provided on your monthly billing statement or visiting our Privacy Preference page.



Account Number: **HIGHLAND CDD**  
 Security Code: **8337 12 029 3164516**  
**2577**

## HOW WE PROTECT YOUR INFORMATION

We take seriously our responsibility to secure the information we collect and maintain. We use reasonable security, including technical, physical, and administrative controls, to secure the information we collect and maintain. However, we cannot guarantee that these practices will prevent every unauthorized attempt to access, use, or disclose Spectrum information.

You can help protect the privacy of your own information by using encryption and other techniques to prevent unauthorized interception of your personal information. You are responsible for the security of your information that you transmit to us or view, download, or otherwise access when using unencrypted, public or otherwise unsecured networks. For more information on things you can do to help protect the privacy of your own information, visit [www.spectrum.com/security](http://www.spectrum.com/security) or [www.OnGuardOnline.gov](http://www.OnGuardOnline.gov).

## HOW WE PROTECT CHILDREN'S PRIVACY

We do not knowingly collect personal information from anyone under the age of 18. If you believe that a child under 18 years of age has provided us with personal information, please contact us at the address below.

## YOUR RIGHTS AND OUR LIMITATIONS ARE UNDER FEDERAL LAW

### The Cable Act and Personally Identifiable Information

Section 631 of the Cable Communications Policy Act of 1984, as amended, (the "Cable Act") imposes certain limitations on our collection, use, and sharing of information that personally identifies you when you subscribe to cable video and telecommunications services, or other services provided using the facilities of the Spectrum cable system. The Cable Act provides you with the right to know about the personally identifiable information we collect about you and how we use it; under what conditions and circumstances and the types of persons and entities to whom we may disclose personally identifiable information; how long we maintain personally identifiable information; the limitation on our ability to collect and disclose personally identifiable information collected from the cable system; and provides you with the right to request access to review and correct your personally identifiable information. Personally identifiable information is information that identifies a particular person; it does not include de-identified or aggregate data that does not identify a particular person or persons.

If you would like access to the personally identifiable information we maintain in our business records pursuant to the Cable Act, please send a written request to your local Spectrum office or call us at the number provided on your monthly billing statement and we will make an appointment for you to visit during normal business hours. You will only be permitted to examine records that contain personally identifiable information about your account and no other account. If your review reveals an error in our records, we will correct it. We reserve the right to charge you for the cost of retrieving and photocopying any documents that you request.

The Cable Act permits us to use the cable system(s) to collect personally identifiable information about our subscribers when it is necessary to render services and to detect unauthorized reception or use of the Spectrum Cable Act Services. We may use the cable system to collect personally identifiable information about a subscriber for additional purposes with a subscriber's prior written or electronic consent. The Cable Act also permits us to disclose personally identifiable information if the disclosure is necessary to render, or conduct a legitimate business activity related to, the cable service or other services provided; required by law or legal process; or limited to your name and address under a "mailing list" exception, as described in this Privacy Policy. We may sell or share customer names and addresses with third parties for their own marketing or advertising purposes subject to your opportunity to opt-out of such activity.

When a government entity is seeking information about your selection of video programming, you have additional rights as described in the "Governmental Entities or Pursuant to Valid Legal Process" subsection of "When We Share Information with Others."

### Contact Us

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)

Or, call us at **855-252-0675**

8633 2390 DY RP 24 11252025 NNNNNNNN 01 001780 0009

If you believe that you have been aggrieved by any act of ours in violation of law, we encourage you to contact us to resolve your question or concern. You may also enforce the limitations imposed on us by the Cable Act with respect to your personally identifiable information through a civil lawsuit in federal district court seeking damages, attorneys' fees, and litigation costs. Other rights and remedies may be available to you under federal or other applicable laws as well. Your Spectrum Residential Services Agreement contains your agreement that, to the extent permitted by law, any claims under the Cable Act may be enforced in arbitration.

### The Communications Act and CPNI

Section 222 of the Communications Act provides additional privacy protections for information about the quantity, technical configuration, type, destination, location, and amount of your use of the Spectrum telecommunications services, and information about your Spectrum phone service that is contained on your bill. This information, when linked to an identifiable customer of such service, is known as customer proprietary network information or "CPNI." CPNI does not include a customer's name, address, and telephone number.

If you subscribe to Spectrum Voice® or Spectrum Mobile service, we have an obligation under federal law to protect the confidentiality of CPNI and to provide you with information about how we use your CPNI and explain the choices you have. Those additional protections and the choices you have regarding the use and sharing of such information are reflected in this Privacy Policy.

If you want access to the CPNI data we maintain about your account, we will provide a copy to you at the address of record for your account, or to any person authorized by you, if we reasonably believe the request is valid. For telephone and online access to your CPNI, you must first authenticate your identity before we can disclose CPNI to you or your authorized agent.

### WHAT HAPPENS IF WE CHANGE THIS PRIVACY POLICY

The most current version of our Privacy Policy is published and maintained at [www.spectrum.com](http://www.spectrum.com). The needs of our customers and the business may change from time to time and, when that happens, we may need to modify this Privacy Policy. Any changes will be posted at this website. If we make any changes that materially affect your rights or the ways in which we use or disclose information, we will attempt to notify you in advance through written, electronic or other means using the information you have provided when setting up your account.

### YOUR RIGHTS IF YOU LIVE IN CALIFORNIA

If you are a California resident, please visit our California Consumer Privacy Rights page, where you can view our California Consumer Privacy Policy and access information about your rights under the California Consumer Privacy Act ("CCPA"), as amended by the California Privacy Rights Act ("CPRA"), and other California privacy laws.

### YOUR RIGHTS IF YOU LIVE IN MAINE

If you are physically located in and billed by Spectrum for broadband internet access service received in the State of Maine, as a prospective, current, or former subscriber of our broadband internet access service, you have certain rights with respect to the information we collect about you based on our provision of broadband internet access service.

We will not discriminate against you if you exercise any of your rights under Maine law. This means that if you exercise any of your rights, Spectrum will not:

- deny you broadband internet access service;
- charge you a penalty; or
- offer you a discount based on your consent that we can use or share your broadband customer personal information.



Account Number: **HIGHLAND CDD**  
 Security Code: **8337 12 029 3164516**  
**2577**

### YOUR RIGHTS IF YOU LIVE IN OTHER STATES WITH PRIVACY LAWS

If you are a resident of Connecticut, Colorado, Florida, Minnesota, Montana, Nebraska, Nevada, New Hampshire, New Jersey, Oregon, Tennessee, Texas or Virginia, you may have additional rights with respect to the personal information we collect about you.

We may collect and use information about you as described in the "What Information We Collect" and "How We Use Information" sections of this Privacy Policy, and we may disclose your information as described in the "With Whom We Share Information" section of this Privacy Policy. Where required by applicable law, we will request your consent for the collection and use of your sensitive personal information or the sale of your information.

You also may have the following rights, subject to certain legal exceptions:

- The right to know and access what personal data a business has collected from or about them and how that data is used and shared;
- The right to delete their personal data;
- The right to correct inaccurate personal data;
- The right to receive a portable copy of the personal data previously provided to the business;
- The right to appeal a business's refusal to take action on a consumer's request to exercise their other rights;
- The right to withdraw your consent for the processing of sensitive data in certain circumstances. The right to opt-out of the processing of personal data for targeted advertising purposes, the sale of personal data, and profiling in furtherance of decisions that produce legal or similarly significant effects concerning the consumer;
- The right to opt-out of the collection of personal data through voice recognition features (Florida only);
- The right to request a list of third parties with whom we may disclose your personal information (Minnesota and Oregon only); and
- The right to non-discrimination and equal service for exercising their consumer data rights.

How to make a consumer request:

You can make a request to exercise one or more of your consumer privacy rights via our online verifiable consumer request submission form located on our State Consumer Privacy Rights page or by calling our toll-free number at (844) 979-1794.

You may authorize another person to make a verifiable consumer request on your behalf, and parents and guardians may submit requests on behalf of their minor children. The authorized agent should submit the request using our online submission form dedicated to authorized agent requests available on our Consumer Authorized Agent Consumer Request on State Consumer Privacy Rights page. As part of the verifiable consumer request and authorized agent request process, Spectrum will use reasonable efforts to verify your identity, as well as the identity of your authorized agent to ensure that your agent has been properly authorized by you to request information on your behalf. If Spectrum denies your verifiable consumer request, you can appeal that initial denial using the same methods identified above for the original submission of the request.

In addition, Spectrum offers many choices to help you manage your privacy and ensure that you have meaningful choice. You can manage your privacy preferences by visiting our Privacy Preference page.

### USERS OUTSIDE THE UNITED STATES

Our Website and services are meant for residents of the United States. If you use our Websites outside of the United States, you understand and consent to the transfer of your personal information to, and the collection, sale, processing, and storage of your personal information in, the United States. The laws in the United States regarding personal information may be different than the laws of your country.

### Contact Us

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)

Or, call us at **855-252-0675**

8633 2390 DY RP 24 11252025 NNNNNNNN 01 001780 0009

### HOW TO CONTACT US WITH QUESTIONS ABOUT THIS PRIVACY POLICY

Questions about Spectrum's privacy practices should be sent to:

Charter Communications, Inc.

Attn: Legal - Privacy and Cybersecurity  
 400 Washington Boulevard  
 Stamford, CT 06902

You may also contact the Legal - Privacy and Cybersecurity team at [PPRLegal\\_Privacy\\_and\\_Cybersecurity@charter.com](mailto:PPRLegal_Privacy_and_Cybersecurity@charter.com), or contact your local customer service office at the phone number listed on your monthly bill statement or by visiting our website at [www.spectrum.com](http://www.spectrum.com).

### ADDITIONAL PRODUCT AND SERVICE-SPECIFIC INFORMATION YOU NEED TO KNOW

#### Spectrum Mobile Applications

When you use Spectrum mobile applications, we may also automatically collect information about the devices you use to access the application or our services and the content you view. The information we may automatically collect depends on how you access the services and content and includes:

- information related to the use and operation of the App;
- device information (e.g., device identifier, mobile device number, advertising identifier, MAC address, carrier, operating system, ISP, IP address);
- usage data associated with how you interact with the App;
- configuration data for any WiFi-enabled device you may use to access the App;
- information related to your WiFi and cellular connections (e.g., data usage, network performance, signal strength, throughput, latency); and
- location information, including precise geolocation information, such as your service address and the location of a device in which you have installed the App.

Our location-based features are based on the location of your Spectrum service account and the general or precise location of a device in which you have both installed a Spectrum mobile application (e.g., the Spectrum TV Application, My Spectrum Mobile App, Connection Manager) (each individually an "App") and have enabled location services. If you do not want the App to collect your device's precise geolocation, you can disable location services on your device using the device settings. Please note that location data will be collected when your location service is enabled for this App when the App is running in the foreground, background, or even if you are not directly using the application depending on your device.

Some of the App's features are only available while you are on the Spectrum network or when connecting from your home WiFi account. The App will use your IP address and other information to determine whether you are on or off the Spectrum network or connecting via your service account.

#### Spectrum Careers Websites and Job Applicant Tools

Our careers websites and job applicant tools provide interested candidates and prospective employees with leads in their job search, as well as a place to apply for an open position and track their application status. In order to join the Spectrum Talent Network, you must provide certain contact information, such as your name and email address, which Spectrum uses to send job alerts and relevant communications and updates. If you no longer want to receive communications from the Spectrum Talent Network team, you can unsubscribe at any time. Our job applicant tools also collect additional information associated with your job application, such as your educational background, employment history, and resume or other uploaded documents. If you would like to view, access, update or delete your personal information maintained within our careers websites and job application tools, please visit those sites directly.

SAAPF025



Account Number: **HIGHLAND CDD**  
Security Code: **8337 12 029 3164516**  
**2577**

**Contact Us**

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)

Or, call us at **855-252-0675**

8633 2390 DY RP 24 11252025 NNNNNNNN 01 001780 0009



**December 2025 Statement**

Open Date: 11/05/2025 Closing Date: 12/03/2025

**Visa® Community Card**

HIGHLANDS CDD (CPN 002513229)

<b>New Balance</b>	<b>\$2,755.95</b>
<b>Minimum Payment Due</b>	<b>\$2,755.95</b>
<b>Payment Due Date</b>	<b>01/01/2026</b>

**Late Payment Warning:** As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

Page 1 of 3

Account Ending in: ##### ##### ##### 6748

**Elan Financial Services**

BUS 30 ELN

2 4

1-866-552-8855

2

**Activity Summary**

Previous Balance	+	\$1,398.92
Payments	-	\$1,398.92CR
Other Credits		\$0.00
Purchases	+	\$2,755.95
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
<b>New Balance</b>	<b>=</b>	<b>\$2,755.95</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$2,755.95</b>
Credit Line		\$10,000.00
Available Credit		\$7,244.05
Days in Billing Period		29

**Payment Options:**

Mail payment coupon with a check

Pay online at  
myaccountaccess.comPay by phone  
1-866-552-8855

No payment is required.

CPN 002513229



0047985104998167480002755950002755956

**Automatic Payment**

Account Ending in: ##### ##### ##### 6748

Your new full balance of \$2,755.95 will be automatically deducted from your account on 01/01/26.

24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

000006536 MUSB20DD120425144537 01 01010000 006557 002



HIGHLANDS CDD  
ACCOUNTS PAYABLE  
11555 HERON BAY BLVD STE 201  
CORAL SPRINGS FL 33076-3361

## What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- Account Information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.

► Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

## Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

## Important Information Regarding Your Account

**1. INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the INTEREST CHARGE by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the ADB separately for the Purchases, Advances and Balance Transfer categories. To get the ADB in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the ADB of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the ADB calculation. If you do not pay your New Balance in full by the Payment Due Date, you will not get an interest-free period on Purchases again until you pay the New Balance in full by the Payment Due Date for two billing cycles in a row.

**2. Payment Information:** We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional INTEREST CHARGES, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

**3. Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.



December 2025 Statement 11/05/2025 - 12/03/2025  
HIGHLANDS CDD (CPN 002513229)

Page 2 of 3

Elan Financial Services

1-866-552-8855

**Important Messages**

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Your payment of -\$2755.95 will be automatically deducted from your bank account on 01/01/2026. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

**Transactions** WEST BRITTANY Credit Limit \$10000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
11/05	11/04	5893	ABLEREC.COM ABLEREC.COM NC	\$385.03	_____
11/10	11/08	9299	STAPLS7912583190000001 877-8267755 GA	\$52.49	_____
11/10	11/09	1059	BESTBUYCOM807105517079 888BESTBUY MN	\$699.99	_____
11/12	11/10	4033	AMAZON RETA* BT67Y5PY2 WWW.AMAZON.CO WA	\$94.49	_____
11/13	11/12	4112	AMAZON MKTPL*B816G80U0 Amzn.com/bill WA	\$61.91	_____
11/13	11/13	0076	Mailchimp 678-9990141 GA	\$54.00	_____
11/19	11/18	6662	AMAZON RETA* B08U18ZI0 WWW.AMAZON.CO WA	\$93.49	_____
11/24	11/21	0230	TARGET 00022350 RIVERVIEW FL	\$75.03	_____
11/24	11/21	8993	SQ *ALLTECH SERVICES L gosq.com FL	\$370.00	_____
11/24	11/22	0763	AMAZON RETA* B01FS9670 WWW.AMAZON.CO WA	\$37.59	_____
11/24	11/24	2737	AMAZON MKTPL*B27269JA2 Amzn.com/bill WA	\$151.93	_____
11/28	11/26	5288	SQ *ALLTECH SERVICES L gosq.com DC	\$680.00	_____
Total for Account ##### ##### ##### 6118				\$2,755.95	

**Transactions** BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
12/01	12/01		PAYMENT THANK YOU	\$1,398.92CR	_____
Total for Account ##### ##### ##### 6748				\$1,398.92CR	

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00



December 2025 Statement 11/05/2025 - 12/03/2025  
HIGHLANDS CDD (CPN 002513229)

Page 3 of 3  
Elan Financial Services 1-866-552-8855

### Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$2,755.95	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

### Contact Us



Voice: 1-866-552-8855  
TDD: 1-888-352-6455  
Fax: 1-866-807-9053



Questions

Elan Financial Services  
P.O. Box 6353  
Fargo, ND 58125-6353



Mail payment coupon  
with a check

Elan Financial Services  
P.O. Box 790408  
St. Louis, MO 63179-0408



Online

[myaccountaccess.com](http://myaccountaccess.com)



## INVOICE – PROJECT MOBILIZATION DEPOSIT (40%)

**RealEx Construction, LLC**  
2108 W Sligh Ave., Tampa, FL 33604  
Phone: 727-480-3502 | Email: [kestler@realexconstruction.com](mailto:kestler@realexconstruction.com)

### Bill To:

Highlands Community Development District (CDD)  
Project Address: 11102 Ayersworth Glen Blvd, Riverview, FL

### Invoice Description

This invoice represents the project mobilization deposit in accordance with the approved agreement for the **Highlands CDD – Exterior Perimeter Wall Painting** project. Receipt of this deposit confirms authorization to schedule work and proceed with project commencement.

Description	Amount
Project Mobilization Deposit (40%) – Exterior Perimeter Wall Painting	\$20,760.00

**Total Amount Due: \$20,760.00**

### Payment Terms

Payment is due upon receipt of this invoice. Work scheduling and project commencement will occur upon receipt of the deposit. Payment method and remittance instructions available upon request.

### Remit Payment To

**RealEx Construction, LLC**  
1801 Suncoast Crossings Isle  
Odessa, FL 33556  
United States

RealEx Construction, LLC | Commercial & HOA Services

# **CHECK REQUEST FORM**

**District Name:** Highlands CDD

**Date:** 21-Nov-25

**Invoice Number:** NOV.21.25-Series  
2013,14,16 &18

**Please issue a check to:**

**Vendor Name:** Highlands CDD C/O US BANK

**Vendor No.:** V00089

**Check amount:** \$16,902.64

**Please cut check from Acct. #:** Bank United Account #2151

**Please code to:**

<u>201.131000.1000</u>	<u>3,428.67</u>
<u>203.131000.1000</u>	<u>9,076.14</u>
<u>204.131000.1000</u>	<u>4,397.83</u>
	<u>16,902.64</u>

**Check Description/Reason:** FY26 Tax Collections Series  
check request

**Mailing instructions:** Send to US Bank

**Due Date for Check:** ASAP

**Requestor:** \_\_\_\_\_

**Manager's Approval:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Highlands  
Community Development District**

11155 Heron Bay Blvd. Ste 201  
Coral Springs, Florida 33076  
(954) 753-5841

November 21, 2025

Attention: Deposits / Lee Daughery

U.S. Bank N.A. - CDD  
Lockbox Services -12-2657  
EP-MN-01LB  
12 Energy Park Drive  
St. Paul, MN 55108

Re: Tax Collections FY26

Enclosed please find the following checks representing tax receipts collected for Highlands Community Development District.

Series 2013 Revenue 202274003	1,862.71	
Series 2014 Revenue 207833006	1,565.96	3,428.67
Series 2016 3A Revenue 262807000	2,310.49	
Series 2016 3C Revenue 265189000	2,201.66	
Series 2016 Revenue 237136000	4,563.99	9,076.14
Series 2018 3B&5 Revenue 249047000	3,048.35	
Series 2018 4 Revenue 255272000	1,349.48	4,397.83
	16,902.64	

Should you have any questions, please feel free to contact the accountant, Sandra MacGregor at 954-753-4452

Sincerely,

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

Sandra MacGregor  
District Accountant

# **CHECK REQUEST FORM**

**District Name:** Highlands CDD

**Date:** 3-Dec-25

**Invoice Number:** DEC.03.25-Series 2013,14,16  
&18

**Please issue a check to:**

**Vendor Name:** HIGHLANDS CDD C/O US BANK

**Vendor No.:** V00089

**Check amount:** \$105,172.84

**Please cut check from Acct. #:** Bank United Account #2151

**Please code to:**

<u>201.131000.1000</u>	<u>21,334.12</u>
<u>203.131000.1000</u>	<u>56,474.23</u>
<u>204.131000.1000</u>	<u>27,364.49</u>
	<u>105,172.84</u>

**Check Description/Reason:** FY26 Tax Collections Series  
check request

**Mailing instructions:** Send to US Bank

**Due Date for Check:** ASAP

**Requestor:** \_\_\_\_\_

**Manager's Approval:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Highlands**  
**Community Development District**  
11155 Heron Bay Blvd. Ste 201  
Coral Springs, Florida 33076  
(954) 753-5841

December 03, 2025

Attention: Deposits / Lee Daughery

U.S. Bank N.A. - CDD  
Lockbox Services -12-2657  
EP-MN-01LB  
12 Energy Park Drive  
St. Paul, MN 55108

Re: Tax Collections FY26

Enclosed please find the following checks representing tax receipts collected for Highlands Community Development District.

Series 2013 Revenue 202274003	11,590.31	
Series 2014 Revenue 207833006	<u>9,743.81</u>	21,334.12
Series 2016 3A Revenue 262807000	14,376.52	
Series 2016 3C Revenue 265189000	13,699.33	
Series 2016 Revenue 237136000	<u>28,398.38</u>	56,474.23
Series 2018 3B&5 Revenue 249047000	18,967.67	
Series 2018 4 Revenue 255272000	<u>8,396.82</u>	27,364.49
	105,172.84	

Should you have any questions, please feel free to contact the accountant, Sandra MacGregor at 954-753-4452

Sincerely,

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

Sandra MacGregor  
District Accountant

# **CHECK REQUEST FORM**

**District Name:** Highlands CDD

**Date:** 5-Dec-25

**Invoice Number:** DEC.05.25-Series 2013,14,16  
&18

**Please issue a check to:**

**Vendor Name:** HIGHLANDS CDD C/O US BANK

**Vendor No.:** V00089

**Check amount:** \$1,606,328.05

**Please cut check from Acct. #:** Bank United Account #2151

**Please code to:**

<u>201.131000.1000</u>	<u>325,840.72</u>
<u>203.131000.1000</u>	<u>862,543.38</u>
<u>204.131000.1000</u>	<u>417,943.95</u>
	<u>1,606,328.05</u>

**Check Description/Reason:** FY26 Tax Collections Series  
check request

**Mailing instructions:** Send to US Bank

**Due Date for Check:** ASAP

**Requestor:** \_\_\_\_\_

**Manager's Approval:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Highlands  
Community Development District**

11155 Heron Bay Blvd. Ste 201  
Coral Springs, Florida 33076  
(954) 753-5841

December 05, 2025

Attention: Deposits / Lee Daughery

U.S. Bank N.A. - CDD  
Lockbox Services -12-2657  
EP-MN-01LB  
12 Energy Park Drive  
St. Paul, MN 55108

Re: Tax Collections FY26

Enclosed please find the following checks representing tax receipts collected for Highlands Community Development District.

Series 2013 Revenue 202274003	177,021.36	
Series 2014 Revenue 207833006	148,819.36	325,840.72
Series 2016 3A Revenue 262807000	219,575.76	
Series 2016 3C Revenue 265189000	209,232.90	
Series 2016 Revenue 237136000	433,734.72	862,543.38
Series 2018 3B&5 Revenue 249047000	289,697.45	
Series 2018 4 Revenue 255272000	128,246.50	417,943.95
	1,606,328.05	

Should you have any questions, please feel free to contact the accountant, Sandra MacGregor at 954-753-4452

Sincerely,

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

Sandra MacGregor  
District Accountant

# **CHECK REQUEST FORM**

**District Name:** Highlands CDD

**Date:** 22-Dec-25

**Invoice Number:** DEC.22.25-Series 2013,14,16  
&18

**Please issue a check to:**

**Vendor Name:** HIGHLANDS CDD C/O US BANK

**Vendor No.:** V00089

**Check amount:** \$158,783.81

**Please cut check from Acct. #:** Bank United Account #2151

**Please code to:**

<u>201.131000.1000</u>	<u>38,517.95</u>
<u>203.131000.1000</u>	<u>80,562.17</u>
<u>204.131000.1000</u>	<u>39,703.69</u>
	<u>158,783.81</u>

**Check Description/Reason:** FY26 Tax Collections Series  
check request

**Mailing instructions:** Send to US Bank

**Due Date for Check:** ASAP

**Requestor:** \_\_\_\_\_

**Manager's Approval:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Highlands  
Community Development District**

11155 Heron Bay Blvd. Ste 201  
Coral Springs, Florida 33076  
(954) 753-5841

December 05, 2025

Attention: Deposits / Lee Daughery

U.S. Bank N.A. - CDD  
Lockbox Services -12-2657  
EP-MN-01LB  
12 Energy Park Drive  
St. Paul, MN 55108

Re: Tax Collections FY26

Enclosed please find the following checks representing tax receipts collected for Highlands Community Development District.

Series 2013 Revenue 202274003	19,872.06	
Series 2014 Revenue 207833006	18,645.89	38,517.95
Series 2016 3A Revenue 262807000	27,377.80	
Series 2016 3C Revenue 265189000	23,347.87	
Series 2016 Revenue 237136000	29,836.50	80,562.17
Series 2018 3B&5 Revenue 249047000	26,039.39	
Series 2018 4 Revenue 255272000	13,664.30	39,703.69
	158,783.81	

Should you have any questions, please feel free to contact the accountant, Sandra MacGregor at 954-753-4452

Sincerely,

HIGHLANDS COMMUNITY DEVELOPMENT DISTRICT

Sandra MacGregor  
District Accountant