Hartford Terrace
Community Development District

Agenda

November 19, 2026

AGENDA

Hartford Terrace
Community Development District
Meeting Agenda

Thursday
November 19, 2026
2:00 PM

Holiday Inn Express & Suites – Orlando South
4050 Hotel Drive
Davenport, Florida 33897

Landowners' Meeting

1. Determination of Number of Voting Units Represented
2. Call to Order
3. Election of Chairman for the Purpose of Conducting the Landowners' Meeting
4. Nominations for the Position of Supervisor
5. Casting of Ballots
6. Ballot Tabulation
7. Landowner's Questions and Comments
8. Adjournment

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Organizational Matters
    A. Administration of Oaths of Newly Elected Board Members (Seat #1), (Seat #2) & (Seat #4)
    B. Consideration of Resolution 2027-01 Canvassing and Certifying the Results of the Landowners' Election
    C. Election of Officers
    D. Consideration of Resolution 2027-02 Electing Officers
4. Approval of Minutes of the July 16, 2026 Meeting
5. Consideration of Agreement with PayGov.US for Electronic Payment Processing
6. Consideration of Resolution 2027-03 Amending the Master Engineer's Report
7. Ratification of Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2026
8. Ratification of Landscape Maintenance Agreement with Prince & Sons, Inc.
9. Staff Reports
    A. Attorney
    B. Engineer
    C. District Manager's Report
        i. Approval of Check Register
        ii. Balance Sheet and Income Statement
    D. Field Manager's Report
10. Other Business
11. Supervisor's Requests
12. Adjournment

Landowners' Meeting

INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT FOR THE ELECTION OF SUPERVISORS

DATE OF MEETING: **November 19, 2026**
TIME: **2:00 P.M.**
LOCATION: **Holiday Inn Express & Suites- Orlando South**
4050 Hotel Drive
Davenport, FL 33897

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District **("District")** has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors **("Board")** every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The one candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

BOARD OF SUPERVISORS

MEETING

SECTION III

SECTION B

RESOLUTION 2027-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within ninety (90) days of the District's creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

Seat Number	Supervisor	Number of Votes
1	_____	_____
2	_____	_____
4	_____	_____

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes,* and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

Seat Number	Supervisor	Term	Term Expiration
1	_____	_____	_____
2	_____	_____	_____
4	_____	_____	_____

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of November 2026.

ATTEST**:**	**HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT**
_____	_____
Secretary/Assistant Secretary	Chairperson/Vice Chairperson, Board of Supervisors

SECTION D

RESOLUTION 2027-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Hartford Terrace Community Development District ("District"), is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Polk County, Florida; and

WHEREAS, the Board of Supervisors of the District ("Board") desires to elect the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following persons are elected to the offices shown:

Chairperson _____

Vice Chairperson _____

Secretary _____

Assistant Secretary _____

Assistant Secretary _____

Assistant Secretary _____

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of November 2026.

ATTEST**:**

_____
Secretary/Assistant Secretary

HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT

_____
Chairperson/Vice Chairperson,
Board of Supervisors

MINUTES

MINUTES OF MEETING
HARTFORD TERRACE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Hartford Terrace Community Development District was held on Thursday**, July 16, 2026,** at 2:00 p.m. at the Holiday Inn Express & Suites – Orlando South, 4050 Hotel Drive, Davenport, Florida.

Present and constituting a quorum were:

Sean Bailey	Chairman
Bernard Sullivan	Vice Chairman
Jay Robbins	Assistant Secretary

Also, present were:

George Flint	District Manager
Ryan Dugan *by phone*	District Counsel
Jarett Wright	Field Manager

The following is a summary of the discussions and actions taken at the July 16, 2026 Hartford Terrace Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Flint called the meeting to order and called roll. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

Mr. Flint asked for any members of the public present to provide comments. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS **Approval of the Minutes of the April 16, 2026 Meeting**

Mr. Flint presented the minutes from the April 16, 2026 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Sullivan, seconded by Mr. Bailey, with all in favor, the Minutes of the April 16, 2026 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Review and Acceptance of Fiscal Year 2025 Audit Report**

Mr. Flint stated Item 4 covers the review and acceptance of the FY 2025 audit report. The District's annual independent audit had been completed by its selected independent auditor and filed with the state by the June 30 deadline. He noted that the report to management showed no current or prior year findings or recommendations, and that the District complied with applicable Florida Auditor General requirements. The audit was described as a clean audit, and the Board was asked to accept the report and ratify its transmission to the state.

On MOTION by Mr. Sullivan, seconded by Mr. Bailey, with all in favor, Acceptance of Fiscal Year 2025 Audit Report, was approved.

FIFTH ORDER OF BUSINESS **Financing Matters**

A. Consideration of Second Supplemental Assessment Methodology for the 2026 Project Area

Mr. Flint stated that the Board had previously adopted a delegation resolution and that the underwriter had priced the bonds. As a result, the second supplemental assessment methodology report was updated to reflect the actual pricing terms. He reviewed the report tables, noting that the 2026 project area development program had not changed, the estimated infrastructure cost was $18,083,000, and the bond sizing reflected a 5.43% average coupon interest rate, a 30-year amortization period, capitalized interest through November 1, a debt service reserve equal to 50% of maximum annual debt, and a 2% underwriter's discount. He stated that the resulting par amount was $4,650,000, with $4,130,000 in the construction account, and that the updated tables showed improvement costs, par debt per unit, annual debt service assessments by product type, and the assessment roll.

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Second Supplemental Assessment Methodology for the 2026 Project Area, was approved.

B. Consideration of Resolution 2026-04 Supplemental Assessment Resolution

Mr. Dugan stated that Resolution 2026-04 was the supplemental assessment, or finalizing, resolution. The District had already completed the process to levy the debt assessment lien, and

the resolution was needed to finalize the actual assessment amounts based on the bond pricing and related information just presented in the methodology report. He described it as the District's standard formal report and offered to answer questions before requesting a motion to approve the resolution.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Resolution 2026-04 Supplemental Assessment Resolution, was approved.

C. Approval of Supplemental Notice of Imposition of Special Assessments

Mr. Dugan explained that the District is required to record notice of the assessments in the county records and would proceed with recording it after the meeting. Because the notice was listed on the agenda, he stated the Board could also formally approve it by motion.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Supplemental Notice of Imposition of Special Assessments, was approved.

D. Consideration of Series 2026 Requisition #1

Mr. Flint stated that the next item was Requisition #1 for the Series 2026 bonds. Although the bonds had not yet closed, he noted closing was expected the following week. In anticipation of closing, the District engineer, District counsel, and District manager prepared the first requisition to be paid at closing.

He explained that the engineer provided support for $5,369,053.92 in improvements, while the construction account contained $4,129,738.72. Because the supported improvements exceeded the construction account amount, the difference would be treated as developer contributions and could be applied in the future to any available bond funds.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Series 2026 Requisition #1, was approved.

E. Consideration of Amended and Restated Disclosure of Public Finance

Mr. Flint stated that the District is required by statute to make certain disclosures, which are partly accomplished through an amended and restated disclosure of public financing. The original disclosure had been prepared when the District issued its prior bond series, and it was revised to reflect the 2026 Project and Series 2026 bonds. He explained that the document would

be recorded and would appear in title work for anyone purchasing property within the District, along with the notice of establishment and the notice of assessments previously approved by the Board.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Amended and Restated Disclosure of Public Finance, was approved.

SIXTH ORDER OF BUSINESS Public Hearings

A. Fiscal Year 2027 Budget and Assessments

Mr. Flint stated that the next section involved two public hearings. The first hearing was for adoption of the FY 2027 budget and the imposition of related assessments, and the second hearing was for adoption of revised rules of procedure. He indicated that the Board would begin with the FY 2027 budget and assessment hearing and asked for a motion to open the hearings.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Public Hearing was opened.

i. Consideration of Resolution 2026-05 Adopting the Fiscal Year 2027 Budget and Relating to the Annual Appropriations

Mr. Flint stated that Resolution 2026-05 was for adoption of the FY 2027 budget. The Board had previously approved the proposed budget and set the public hearing for final consideration. He noted that the budget was attached as Exhibit A to the resolution and included increases in operations and maintenance assessments. The increase was approximately $23 annually for townhomes and approximately $84 annually for single-family homes, with increases also applying to the 40-foot and 50-foot product types. He stated that mailed notice of the proposed increase and public hearing had been sent to all property owners in the District. No phone calls or written correspondence had been received in response, and no members of the public were present to provide comment or testimony. After clarification that the increase was annual, he explained that the townhome increase would amount to less than $2 to $3 per month. The Board then moved to approve the resolution, and the motion passed unanimously.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Resolution 2026-05 Adopting the Fiscal Year 2027 Budget and Relating to the Annual Appropriations, was approved.

ii. Consideration of Resolution 2026-06 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint presented Resolution 2026-06. He stated that Resolution 2026-06 was also part of the public hearing and noted for the record that no members of the public were present to provide comments. He explained that the resolution imposed the assessments related to the FY 2027 budget that had just been approved. The resolution included two exhibits: the approved budget and the assessment roll listing all properties within the District and the corresponding assessment amounts.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Resolution 2026-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint asked for a motion to close the Public Hearing.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins with all in favor, the Public Hearing was closed.

B. Rules of Procedure

Mr. Flint stated that the Board had previously reviewed proposed revisions to the District's rules of procedure and had set the public hearing for final consideration of the revised rules. He also noted that two newspaper notices were required approximately 35 and 30 days before the hearing, then asked Ryan to introduce the changes.

Mr. Dugan explained that the revised rules were the District's standard rules with modifications based on legal changes from recent years. He stated the rules were part of a uniform set being rolled out across all Districts, with one primary change involving the District's rulemaking process. He added that the changes should not significantly affect day-to-day operations and were largely cleanup measures intended to clarify procedures and help the District operate smoothly.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Public Hearing was opened.

i. Consideration of Resolution 2026-07 Adopting Revised Rules of Procedure

Mr. Flint asked whether there were any discussion or questions on Resolution 2026-07 and noted for the record that no members of the public were present to provide comment or testimony.

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Resolution 2026-07 Adopting Revised Rules of Procedure, was approved.

Mr. Flint asked for a motion to close the Public Hearing

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Public Hearing was closed.

SEVENTH ORDER OF BUSINESS District Goals and Objectives

A. Adoption of Fiscal Year 2027 Goals and Objectives

Mr. Flint stated that Item 7 concerned the District's annual **goals and objectives** requirement. He explained that a law adopted the prior year requires CDDs to adopt goals and objectives each year and report on them. The Board had approved an initial set the previous year, and staff was asking the Board to consider the FY 2027 goals and objectives, which were essentially the same as those previously approved.

He noted that the goals were organized into three categories: community communication and engagement, infrastructure and facilities maintenance, and financial transparency and accountability. Each category included goals that would be evaluated on a yes-or-no basis as to whether they were achieved, with infrastructure having two goals. He stated the Board could revise, change, or keep the goals as presented, and if comfortable, vote to approve them

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Adoption of Fiscal Year 2027 Goals and Objectives, was approved.

B. Presentation of Fiscal Year 2026 Goals and Objectives and Authorization to Chairman to execute Final Form

Mr. Flint stated that for the FY 2026 goals and objectives, the Board was being asked to authorize the chair to execute the final annual reporting form. He explained that the goals and objectives document also served as the reporting form, with boxes to be checked indicating whether each goal had been achieved. The form would then be signed by the chair and District manager. He noted that, at that point, the "achieved" box would be checked for all items. A motion was made to approve the annual reporting form, and the motion passed unanimously.

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Fiscal Year 2026 Goals and Objectives and Authorization to Chairman to execute Final Form, was approved.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Dugan congratulated the Board on the upcoming bond issuance and stated that they would work with George's team to file the requisition as soon as the bond closing occurred on the 23rd.

B. Engineer

There being no comments, the next item followed.

C. District Manager's Report

i. Approval of Check Registers

Mr. Flint presented nine check registers through May 31st.

On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Check Registers, were approved.

ii. Balance Sheet and Income Statement

Mr. Flint noted these are unaudited and no action is required.

iii. Presentation of Number of Registered Voters – 152

Mr. Flint noted stated that the District is required each year to announce the number of registered voters as of April 15. A letter from the Supervisor of Elections showed that there were 152 registered voters within the District. He explained that once the District has existed for at least six years and reaches 250 registered voters, the Board begins transitioning from landowner-elected seats to general election seats. Because the District was created in 2022, if it reaches 250 registered voters by 2028, two Board seats would transition to general election in November 2028, two more seats would transition in November 2030, and the final seat would transition two years after that.

iv. Approval of Fiscal Year 2027 Meeting Schedule

Mr. Flint noted that the District is required each year to adopt an annual meeting schedule. The proposed schedule followed the District's current practice of meeting monthly on the third Thursday at 2:00 p.m. at the same location. She explained that meetings could be canceled if there

was no business to conduct, and the Board could reduce the frequency or change the date and time if desired.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Fiscal Year 2027 Meeting Schedule, was approved.

v. Presentation of Arbitrage Rebate Calculation Report for the Series 2024 Bonds

Mr. Flint noted that the next item was the arbitrage rebate calculation report. He explained that the IRS requires the District to demonstrate that it is not earning more interest than it is paying, and that the District engaged Amtech to perform that calculation annually. He noted that the report showed negative rebatable arbitrage of $10,318.53, meaning there were no arbitrage issues.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, Accepting the Arbitrage Rebate Calculation Report for the Series 2024 Bonds, was approved.

D. Field Manager's Report

i. Consideration of Landscape Maintenance Scope of Work and Selection of Vendor

1. Prince & Sons, Inc.

2. Yellowstone Landscaping

Mr. Wright stated that there were no major field items to report, but landscaping bids had been solicited so the CDD would be prepared to take over maintenance on October 1. Although the original bid deadline was July 8, only two bids had been received at first, so the bid process was extended to additional vendors. He reviewed four bids for essential landscape services: Prince and Sons at $71,040, Yellowstone at $76,860, United Land Service at $84,987, and Yellow Bird at $86,772.

He explained that the scope included standard landscape maintenance items such as turf material, fertilization schedules, irrigation checks, wet checks, and mapped service areas. Extra services, such as palm pruning or annuals, would be quoted separately when needed because final landscape plans were not yet available and there were about 100 palms not originally expected. He recommended Prince and Sons because it was the lowest bidder, had performed well as the current vendor for Everbee, and primarily services the Davenport area, which helped reduce travel costs. Mr. Flint agreed that Prince and Sons appeared to be the obvious choice due to cost and prior experience and recommended making a decision that day to avoid needing another meeting.

The Board approved Prince and Sons for landscape maintenance, authorized District counsel to prepare the agreement, and authorized the chair to execute it.

Mr. Wright also stated that a Phase 1 turnover review would take place on July 29 as a follow-up to the initial turnover review. Mr. Flint clarified that areas previously expected to be maintained by the HOA would now be maintained by the CDD if owned by the CDD, while the HOA would maintain its own property. Mr. Flint stated this would make maintenance responsibilities more straightforward for residents.

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the Landscape Maintenance Scope of Work and Selection of Prince & Sons, Inc. as Vendor, was approved.

NINTH ORDER OF BUSINESS **Other Business**

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS **Supervisor's Requests**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS **Adjournment**

> On MOTION by Mr. Bailey, seconded by Mr. Robbins, with all in favor, the meeting was adjourned.

_____ _____

Secretary/Assistant Secretary Chairman/Vice Chairman

SECTION V

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

PAYMENT PROCESSING SERVICES AGREEMENT

THIS PAYMENT PROCESSING SERVICES AGREEMENT (this "**Agreement**") is made and entered into effective November 18, 2026 (the "**Effective Date**"), by and between **PayGOV.US**, LLC, a [STATE] limited liability company ("**PGV**"), with its principal address at 7915 S. Emerson Ave B199, Indianapolis, IN 46237, and the Hartford Terrace Community Development District, a local unit of special-purpose government established under Chapter 190, Florida Statutes (the "**District**"**)**, with its principal address at c/o 219 East Livingston Street, Orlando, FL 32801.

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

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

3. Settlement and Reporting. The Services include timely and accurate transaction processing, next business day reconciliation, and transfer by ACH of the full amount of each payment, without

deduction or offset for any convenience fee or other charge, from PGV to the District's designated depository account within [two (2)] business days after the transaction is authorized. All payments PGV receives for obligations owed to the District are the property of the District and are held by PGV in trust for the District. PGV must provide the District and its district manager with online access to transaction-level reporting and a monthly statement identifying, for each transaction, the date, payer, amount paid to the District, convenience fee charged, and any refund, return, or chargeback. PGV may not debit the District's account except to reverse an E-Check transaction that is returned or charged back through the ACH network, and then only after written notice to the District identifying the transaction. At the District's written direction, PGV will process refunds to payers of amounts paid to the District (for example, returned rental deposits), and the District will fund the refunded amount. PGV may not charge the District for processing a refund.

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

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

6. Indemnification; Chargebacks and Returns. PGV will defend, indemnify, and hold harmless the District and its supervisors, officers, staff, district manager, agents, and employees from and against any credit card transaction disputes, chargebacks, claims, losses, damages, and other expenses, including attorneys' fees and litigation expenses (including at trial and on appeal), suffered or incurred due to PGV's negligence or willful misconduct, any security incident involving payer information in the possession or control of PGV or its processors or subcontractors, PGV's violation of law or card network rules, or PGV's failure to perform any of its obligations under this Agreement. The District agrees to reasonably assist PGV, to the extent permitted by law, with (i) any efforts necessary to facilitate collection of funds from any cardholder to include reinstatement of the obligation owed to the District; and (ii) providing cardholder information pertinent to any inquiry or dispute regarding payment made to the District through the Services. Returned or charged-back ACH (aka E-Check) transactions are excluded from PGV's indemnification of chargebacks under this Section, and the District will reconcile those transactions, including returns and chargeback transactions, but this exclusion does not limit

PGV's obligations for its negligence, willful misconduct, or failure to perform. This Section survives expiration or termination of this Agreement.

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

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

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

10. Assignment; Subcontractors. PGV may not assign this Agreement or subcontract the Services without the District's prior written consent, except that PGV may use iStream Financial Services, Inc. ("**iStream**") as described in Section 14 and the card processors PGV identifies to

the District in writing before the Effective Date. PGV remains responsible for the acts and omissions of its subcontractors and processors as if they were PGV's own.

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

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

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

14. ACH (E-Check) Processing through iStream. PGV has engaged iStream as a third-party payment processor to facilitate the processing of the District's E-Check payments through the ACH network. Subject to this Section, the District authorizes PGV, as the originator and merchant of record, to submit and sign the application for ACH processing services on behalf of the District to iStream. The District also authorizes PGV to execute and deliver to iStream any required documents on behalf of the District for the purpose of boarding and performing required due diligence of the District under the regulatory framework governing iStream as a third-party payment processor, and to make related procedural changes on behalf of the District to the processing account at iStream as reasonably necessary during the processing relationship. PGV must provide the District's district manager a copy of each application and other document PGV signs on the District's behalf before submitting it, and written notice of any procedural change within five business days after making it. PGV may not, without the District's prior written

approval, (i) agree on the District's behalf to any fee, reserve, guaranty, indemnity, or other financial obligation of the District; (ii) change the District's designated depository account; or (iii) bind the District to any terms inconsistent with this Agreement. These authorizations are limited to the ACH processing services described in this Section and terminate automatically upon expiration or termination of this Agreement.

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

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

DISTRICT:
HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT

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

ATTEST:

_____
Secretary / Assistant Secretary

PGV:
PAYGOV.US, LLC, a [STATE] limited liability company

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

Exhibit A: District Required Provisions

EXHIBIT A
DISTRICT REQUIRED PROVISIONS

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

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

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

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

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

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

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

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

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

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

EXHIBIT 1
CONTRACTOR AFFIDAVIT

STATE OF _____

COUNTY OF _____

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

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

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

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

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

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

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

_____

Signature of Affiant

Printed Name: _____

Title: _____

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

_____

Notary Public, State of _____

Print Name: _____

My Commission Expires: _____

SECTION VI

RESOLUTION 2027-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED ENGINEER'S REPORT AND AUTHORIZING ITS USE; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Hartford Terrace Community Development District (the **"District"**), is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes* (the **"Act"**); and

WHEREAS, pursuant to the Act, the District is authorized to construct, install, operate and/or maintain systems and facilities for certain basic infrastructure, including but not limited to roadways, utilities, earthwork, storm water management, landscape, hardscape, and irrigation improvements, and undergrounding of electrical utilities (the **"Improvements"**); and

WHEREAS, the District previously adopted its *Engineer's Report*, dated July 5, 2022 (the **"Prior Report"**); and

WHEREAS, the Prior Report identified various local government entities as being responsible for the ownership and maintenance of public roadways internal to the District's boundaries depending on the phase of development; and

WHEREAS, since the adoption of the Prior Report, the District has determined that it is in its best interest for the District to be responsible for the ownership and maintenance of all public roadways internal to the District's boundaries; and

WHEREAS, the District desires to adopt the *Amended and Restated Engineer's Report* dated November 1, 2026, attached hereto and incorporated herein by reference as **Exhibit A** (the **"Engineer's Report"**) which identifies and describes the ownership and maintenance responsibilities of the Improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The Board hereby adopts and authorizes for use the District's Engineer's Report, attached hereto and incorporated by reference herein as **Exhibit A.**

SECTION 3. This Resolution shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or

parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

SECTION 4. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 5. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 19th day of November 2026.

ATTEST:

HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary

_____
Chair/Vice Chair, Board of Supervisors

Exhibit A: *Amended and Restated Engineer's Report* dated November 1, 2026

Updated November 1, 2026

Hartford Terrace
Community Development District
Polk County, Florida

Amended and Restated Engineer's Report

Prepared by:
Kimley-Horn and Associates, Inc.
Lakeland, Florida

Kimley»Horn

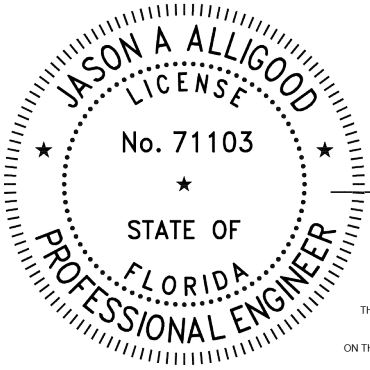
Engineer's Report

Hartford Terrace
Community Development District
Polk County, Florida

Prepared by:

Kimley-Horn and Associates, Inc.
109 S. Kentucky Avenue
Lakeland, Florida 33801
FBPE No. CA 00000696

©Kimley-Horn and Associates
November 1, 2026



Jason A. Alligood, P.E.
Florida License Number: 71103
Date: 11/1/26

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY **JASON A. ALLIGOOD, P.E.** ON THE DATE ADJACENT TO THE SEAL

SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

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Attachments

Exhibit A – Location Map

Exhibit B – District Boundary

Exhibit C – Site Plan

Exhibit D – Utilities Map

Exhibit E – Legal Description

1. Introduction

A. Description of the Hartford Terrace Community Development District

The Hartford Terrace Community Development District (the "District") is located within Section 32, Township 27 South, Range 26 East and Section 05, Township 27 South, Range 27 East in Polk County, Florida. The District is bounded on the North by Polk County Right-of-Way that is reserved for a potential future roadway, on the West by US Highway 27, on the South by Forest Lake Drive, and on the East by Holly Hill Road and private owned land. A location map is included as Exhibit "A" along with the District boundary described on Exhibit B. The District will consist of single-family detached homes and single-family townhomes as well as Amenity Center as shown on Exhibit C. Existing utility infrastructure is depicted on Exhibit D. The District infrastructure will be constructed in three phases. The District legal description is included as Exhibit E. The breakdown of land uses is noted below in Table 1.

Table 1
Summary of Land Uses
Proposed Belle Haven Community Development District

Land Use	Gross Acres	Percentage
Townhomes	4.52	4.3%
Single Family Lots	52.1	49.9%
Townhome Open Space/Common Areas/Parking Area	2.1	2.0%
Amenity Area	3.76	3.6%
Stormwater Pond/Open Space (Tract 1)	3.84	3.7%
Stormwater Pond/Open Space (Tract 2)	2.63	2.5%
Stormwater Pond/Open Space (Tract 3)	3.67	3.5%
Stormwater Pond/Open Space (Tracts 5)	5.32	5.1%
Stormwater Pond/Open Space (Tracts 6)	2.85	2.7
Right-of-Way	23.6	22.6%
Lift Station (Tract 4)	0.06	.06%
TOTAL	**104.4**	**100%**

B. Purpose and Scope of Report

The purpose and scope of this report is to provide a description of the District and capital improvements to be financed by the District. The District's methodology consultant will develop the financing and assessment methodology.

The total capital improvement program ("CIP") for the District is estimated to cost $24,420,000. The breakdown of this amount is shown in Table 2 on page 7. Infrastructure construction will be undertaken in three phases. The CIP will be funded with proceeds from the issuance of tax-exempt bonds and/or developer funding.

2. District Boundary and Property

A. District Boundary

Exhibit "B" delineates the boundaries of the District, which consists of approximately 104.4 acres. The District is bounded on the North by Polk County Right-of-Way that is reserved for a potential future roadway, on the West by US Highway 27, on the South by Forest Lake Drive, and on the East by Holly Hill Road and private owned land

B. Description of Property

The property within the District is located within Polk County and the City of Haines City in Section 32, Township 27 South, Range 26 East and Section 05, Township 27 South, Range 27 East. The District falls within the Residential Medium (RM) and Residential Low-3 (RL-3) District established by Polk County as shown on Exhibit B. The District falls within the Professional office/institutional (PIC-NR) District established by the City of Haines City. The District falls within the North Ridge Select Area Plan (SAP). The portion of the property within Polk County was approved as a Planned Development (PD) in May 2021 (County Project No. LDPD-2021-3). The portion of property located with the City of Haines City was approved as a Mixed-Use Planned Unit Development (MPUD) in October 2021.

The existing condition of the site includes citrus fields, sloping terrain from east to west. Soils generally consists of clean sand and a deep ground water table.

C. Existing Infrastructure

The District is located within the City of Haines City Utility Department service area.

There is an existing 16" water main along US Highway 27 to serve as one connection for potable water. There is an existing 10" water main located along Holly Hill Road to the east for the second connection to create a looped system.

Sanitary sewer is available via existing 16-inch force main along the west side of Holly Hill Road. The District will finance a lift station that services the District. The discharge from the lift station will convey via 8" force main to the 16-inch connection off Holly Hill Road.

Reclaim water is not currently available for connection. However, the City of Haines City requires dry reclaim lines be installed for future connection when reclaim lines extended by the City become available. In the interim, irrigation will be provided via temporary connection to the potable water system.

The District will have site access via a boulevard public roadway entrance on the west side that connects to U.S. Highway 27 to be constructed by the Developer and financed by the District. Access to the south connects to Forest Lake Drive (public roadway).

The District is located within the service area of Duke Energy (Electric) and Frontier (Telecom). Service is available from these providers and have committed to serve the property owners throughout development.

3. Proposed District Infrastructure

Development Summary (Approximate)

- 433 Single-Family Detached Residential Units
- 84 Single-Family Attached Townhomes

COUNTY
40'X90' Lots

- 31 units
  - Phase 1: 20
  - Phase 2: 5
  - Phase 3: 6

40'X110' Lots

- 160 units
  - Phase 1: 94
  - Phase 2: 63
  - Phase 3: 3

50'X95' Lots

- 10 units
  - Phase 1: --
  - Phase 2: --
  - Phase 3: 10

50'X110' Lots

- 194 units
  - Phase 1: 106
  - Phase 2: 34
  - Phase 3: 54

60'X110' Lots

- 38 units
  - Phase 1: 25
  - Phase 2: 3
  - Phase 3: 10

CITY
Townhomes

- 84 units
  - Phase 1: --
  - Phase 2: 52
  - Phase 3: 32

Summary of Proposed District Infrastructure

The District CIP will be completed in three phases and will generally consist of the following categories:

- Roadways
- Utilities
- Earthwork
- Storm Water Management
- Landscaping and Irrigation Improvements
- Signage and Differential Cost for Underground Electric
- Hardscape Improvements in District Common Areas

Infrastructure construction was commenced in July 2022 and is expected to be completed within two years, through 2024. The infrastructure described below will function as a system of improvements benefitting all lands within the District.

A. Roadways

The public roadways within the District will consist of two boulevard entrances and two-lane sections constructed to provide access to all of the proposed land uses within and adjacent to the District's boundaries. The public roads will be constructed by the Developer and owned and maintained by the District. All roads within the District will be open and available to the general public. Sidewalks within common areas are included in this category.

The roadways will be constructed in accordance with the City of Haines City and Polk County standards. Typically, the roads will consist of asphalt, lime rock base and stabilized subgrade with curb and gutter. The right of way design will include sidewalks, lighting, landscaping and utilities including water, sewer and drainage. The District will not finance lighting except the differential cost of undergrounding of electric lines. The roadways will provide ingress and egress for the District.

In addition, improvements to U.S. Highway 27 are required including two (2) right turn lanes on the northbound side and signalized median improvements. Improvements to Forest Lake Drive are required, including a right turn lane and left turn lane into the District. Forest Lake Drive is to be reconstructed by the Developer, and financed by the District, from U.S. 27 to Holly Hill Road and includes a right turn lane and left turn lane into the development. A portion of the development cost will be credited via impact fee credits for an approximate 550 lineal feet of Forest Lake Drive from U.S 27 to the Development west property line.

B. Utilities

The utilities within the District will consist of potable water, wastewater collection and transmission, and dry utility conduit. Costs for conduit to be used by private utilities such as electric, cable, and communication lines have not been included as CDD costs. The utility systems will be designed in accordance with the applicable standards of each type of system. Potable water and wastewater collection systems will be designed to City of Haines City and Florida Department of Environmental Protection (FDEP) specifications. City of Haines City affirmed that it has the capacity to wastewater treatment services to the District and will have capacity to provide water either directly or through a combination of public infrastructure and onsite wells.

The potable water lines will typically run within the right of way of all the roadways and at build out will provide a complete interconnected network of water lines. At build out, the water lines will connect to mains at US Highway 27 and Holly Hill Road. Fire hydrants will be installed according to the City of Haines City and Polk County Fire Codes.

The wastewater lines will consist of manholes and gravity PVC lines within the roadway rights-of-way. The lift station will then pump the wastewater via PVC force main to the existing city force main/sewage collection system on the west side of Holly Hill Road. When constructed, the wastewater lines will provide service to lots and parcels within the District.

The City of Haines City requires dry reclaim lines for irrigation be installed for future connection when reclaim lines extended by the City become available. In the interim, irrigation will be provided via temporary connection to the potable water system.

The District will not finance the cost of any water or wastewater lateral (service) lines to private lots.

C. Earthwork

The District consists of sloping terrain from east to west which required earthwork moving operations in order to construct roadways and storm water management. The material excavated will be moved and shaped to allow for controlled slopes within the District right-of-way and lot boundaries. Fill will not be carried to or used for grading of private lots.

D. Storm Water Management

The District storm water management system will consist of retention ponds, inlets, pipes, swales, berms, and control structures. The storm water management system will be designed in accordance with standards set by Polk County, the City of Haines City, Florida Department of Transportation (FDOT), and the Southwest Florida Water Management District (SWFWMD). A system of inlets, pipes, swales and berms will convey the runoff into retention ponds throughout the District's boundaries. The ponds will treat and attenuate the runoff to required standards.

E. Landscaping and Irrigation Improvements

Landscaping is proposed throughout the District boundaries in right of ways, open space areas, and boundary buffers. The landscaping will consist of shrub and tree plantings as well as a variety of perennial plants and material. Incorporated with the landscape improvements will also be pedestrian improvements such as sidewalks and entry features. Construction of sidewalks and other pedestrian improvements will be performed after the roadways are complete, and installation of landscape improvements will occur near the time of project construction completion. The development is required to provide irrigation.

F. Signage, Lighting, and Underground Electric

Per Florida Statute 190.012(1)(d), the District shall have the ability to fund basic infrastructure improvements and community facilities including streetlights (if owned by the District), landscaping, hardscaping, and the differential cost of undergrounding of electric utility lines. Signage and lighting improvements will be provided within the District's boundaries marking the entrance way, roadways and points of interest. Lighting will be constructed in pedestrian and parking areas and will be maintained by the District or by agreement with Duke Energy.

4. Opinion of Preliminary Probable Construction Costs

A summary of the opinion of the probable construction costs (OPCC) for the District infrastructure is provided in Table 2. The District will be financing all or a portion of the proposed infrastructure costs for the capital improvements noted in Table 2 with the proceeds of the 2022 Bonds. Any public improvements not financed by the District will be completed by the Developer and contributed to the District. The OPCC has assumed 2021 fees for design and construction of the anticipated improvements. Fluctuations do occur with material costs, permitting and design constraints that could impact the estimates. The costs do not include legal, administrative or financial services necessary to operate and maintain the District.

It is the professional opinion of Kimley-Horn and Associates, Inc. that the preliminary probable costs are reasonable based on the information available and the anticipated quality and quantity of work described, and that it is feasible to construct the CIP.

Table 2
Summary of Preliminary Probably Capital Costs for Capital Improvements of the Proposed Belle Haven Community Development District**

Category	
Roadways	$3,000,000
Drainage/Earthwork	$8,400,000
Utilities – Water	$1,800,000
Utilities – Sewer	$1,750,000
Utilities – Reclaimed	$1,300,000
Utilities – Offsite Force Main	$150,000
Forest Lake Road Improvements	$1,800,000
U.S. Highway 27 Turn Lanes	$3,500,000
Site Landscaping & Entry Features	$500,000
10% Contingency (Professional Fees, etc.)	$2,220,000
Total	$24,420,000

**Please note that the cost estimates and description of the CIP are based on current plans and market conditions, which are subject to change. That said, the CIP as defined herein, refers to the roadways, stormwater management systems, utilities, landscape/irrigation/hardscaping features, and underground differential costs of electric utilities necessary to support the development and sale of the planned residential units, which type and amount may be changed with the development of the CIP and/or any anticipated amendment to the District's boundaries.

Table 3 summarizes the ownership and maintenance responsibilities anticipated for the design components listed in this report. The financing entity is responsible for funding and construction of each infrastructure component. Upon completion of construction and final certification, the infrastructure component will then be turned over to the operation and maintenance entity.

Table 3
Infrastructure Ownership & Maintenance

Facility	Funded	Maintained	Ownership
Site Development (3 Phases)			
Public Roads	CDD	CDD	CDD
Earthwork	CDD	CDD	CDD
Stormwater Management	CDD	CDD	CDD
Roads (Offsite)			
Forest Lake Drive	CDD	County	County
U.S. 27 Turn Lanes	CDD	FDOT	FDOT
Utilities Water	CDD	City of Haines City	City of Haines City
Utilities Sewer	CDD	City of Haines City	City of Haines City
Utilities Sewer Offsite Force Main	CDD	City of Haines City	City of Haines City
Utilities Reclaimed	CDD	City of Haines City	City of Haines City
Site Landscaping & Entry Features	CDD	CDD	CDD

5. List of Approvals to Date

The following is a summary of approvals, to date.

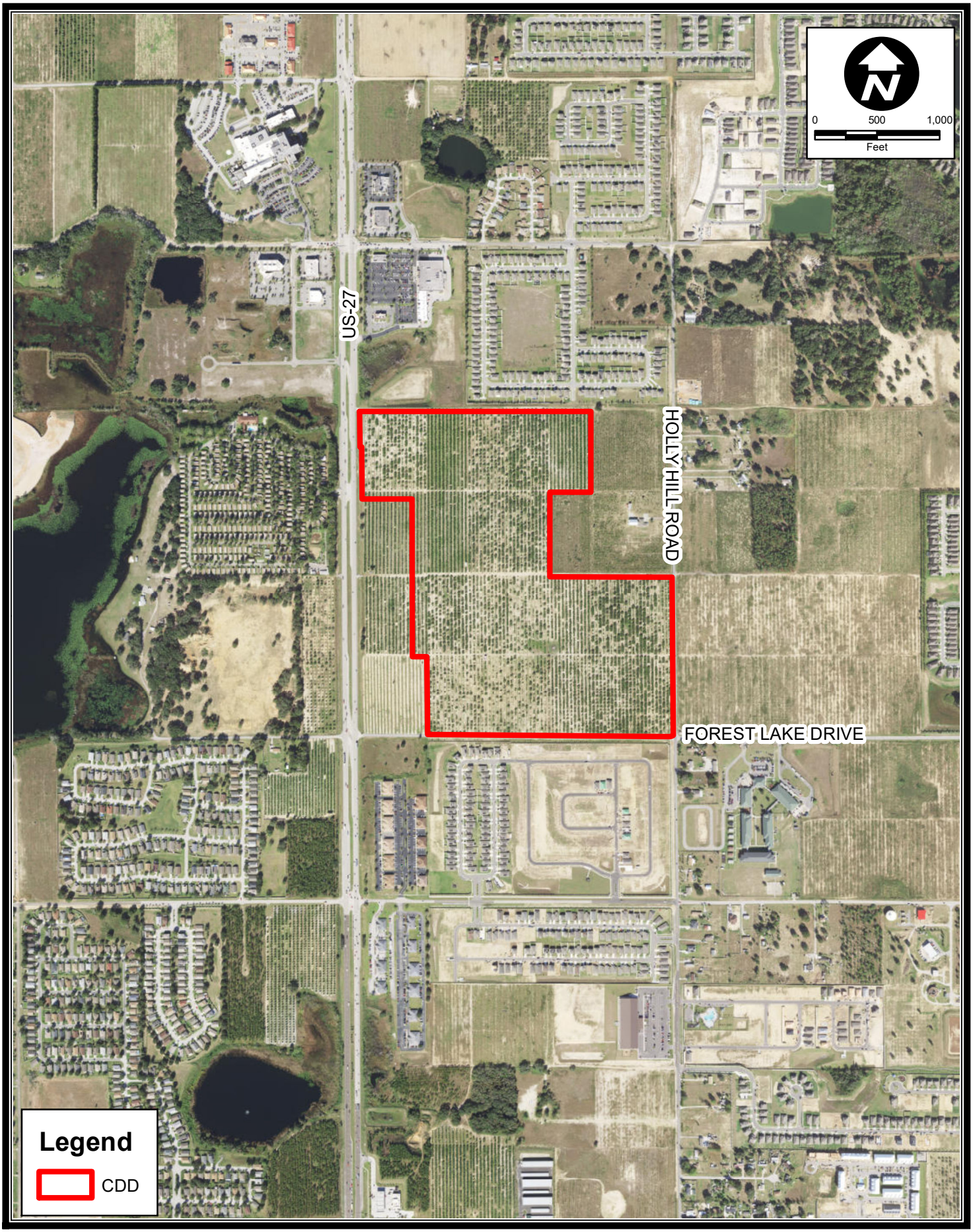
- Polk County Level 2 Permit
- Polk County Level 3 Planned Development (PD) Approval
- Polk County Mass Grading Permit
- City of Haines City Mixed-Use Planned Unit Development (MUPUD)
- City of Haines City Preliminary Plat
- Southwest Florida Water Management District (SWFWMD) Environmental Resource Permit (ERP)
- Florida Department of Environmental Protection (FDEP) Construction of a Domestic Wastewater Collection/Transmission System
- Department of Health Polk County Permit to Construction Public Water System Components (dry lines)

6. Conclusion

The special benefit to the assessable lands within the District from the financed CIP will be equal to or greater than the costs thereof. The District will pay the least of the actual costs or fair market value of the public improvements. All public improvements financed by the District will be on land owned by the District or another unit of local government or such entities will have a perpetual lease.

EXHIBIT A

LOCATION MAP



AERIAL MAP

HARTFORD TERRACE

MARCH 2022

KHA JOB 046489003

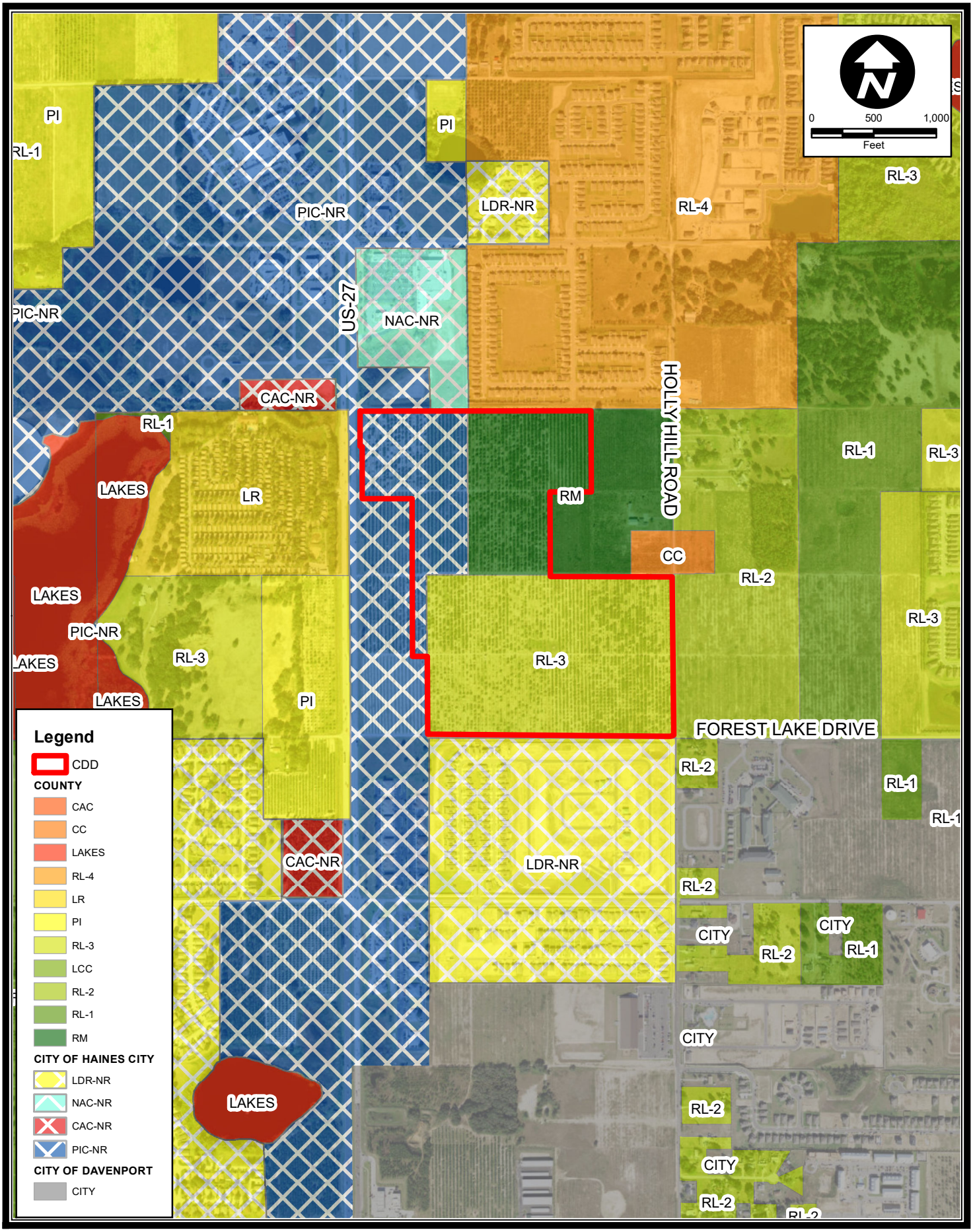
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109 South Kentucky Avenue, Lakeland, FL 33801
Phone: 863 701 8702
www.kimley-horn.com CA 00000696

Kimley»Horn

EXHIBIT B

DISTRICT BOUNDARY



FUTURE LAND USE MAP

HARTFORD TERRACE

MARCH 2022

KHA JOB 046489003

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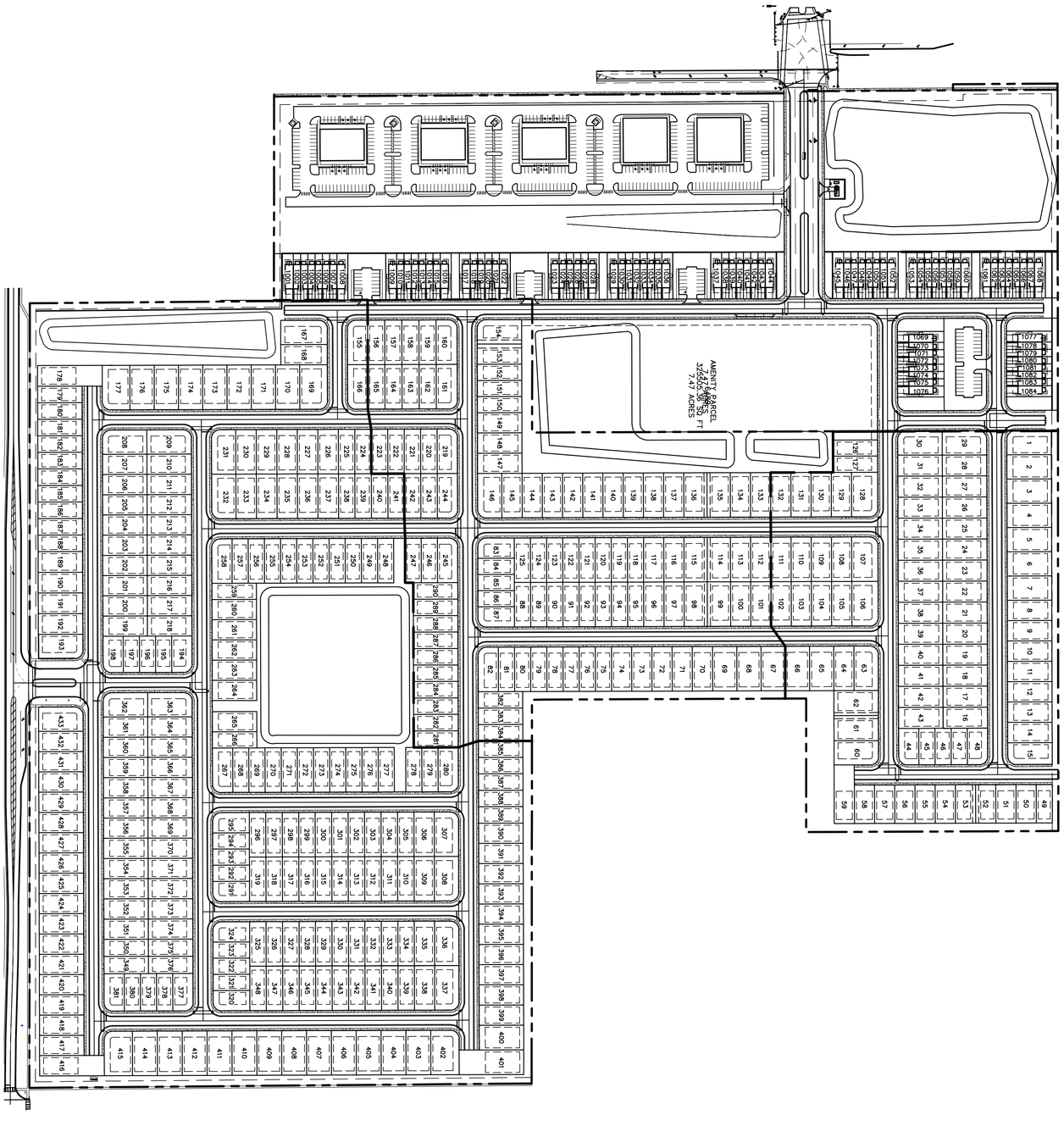
109 South Kentucky Avenue, Lakeland, FL 33801
Phone: 863 701 8702
www.kimley-horn.com CA 00000696

Kimley»Horn

EXHIBIT C

SITE PLAN

Plotted By: Alligood, Jason Sheet Set: Kha Layout: CDD SITE PLAN November 01, 2026 09:33:45am K:\LAK_Civil\046075001 – Hartford Terrace CDD\CDD Projects\Initial Reports and Documents\CDD\Engineers Report\CAD\CDD MASTER SITE PLAN.dwg
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



GRAPHIC SCALE IN FEET
0 75 150 300

NORTH

SHEET NUMBER
COM-1

MCKNIGHT PROPERTIES
PREPARED FOR
PULTE HOME CORPORATION

HAINES CITY FL

MASTER SITE PLAN

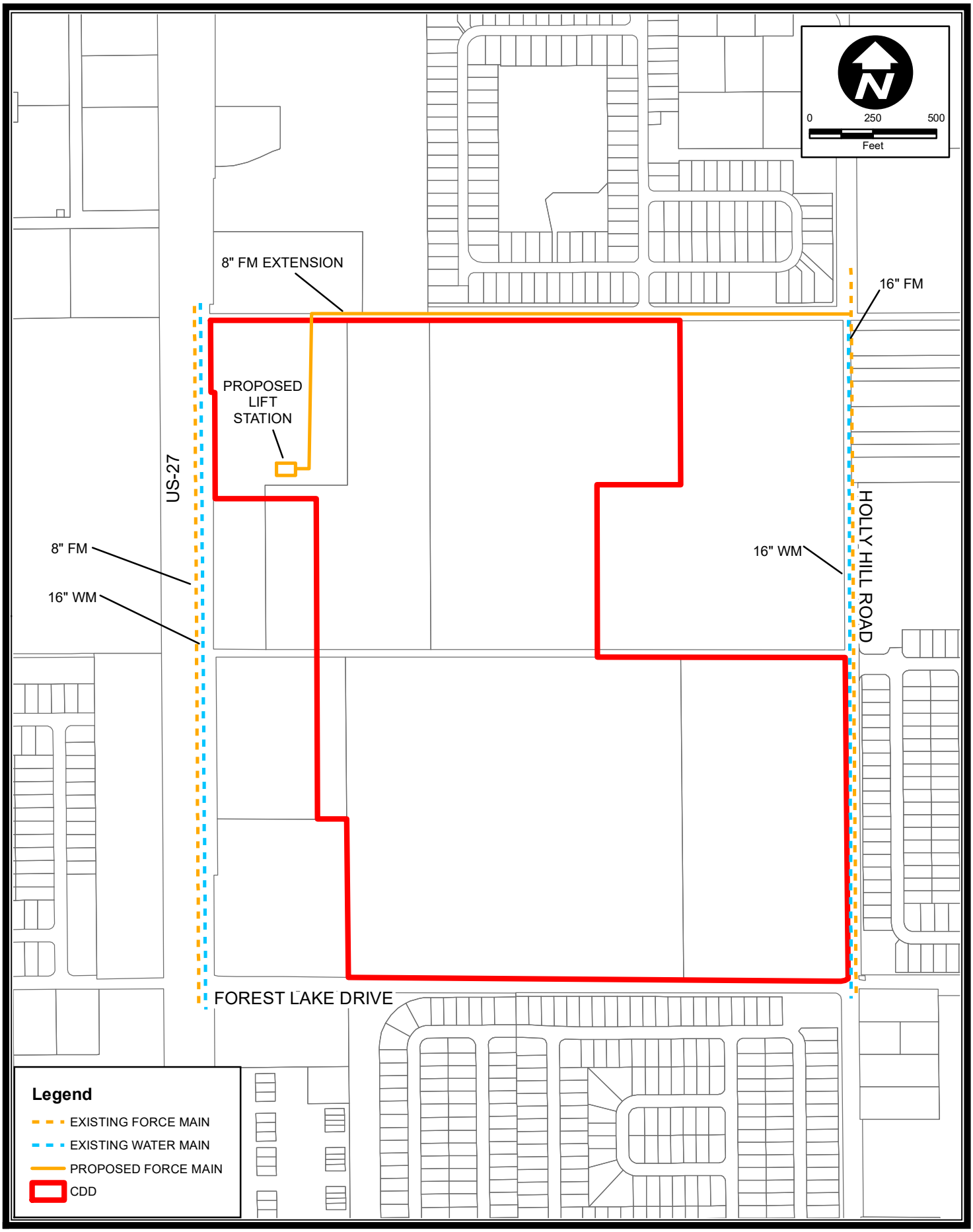
KHA PROJECT 046489001
DATE
SCALE AS SHOWN
DESIGNED BY ___
DRAWN BY ___
CHECKED BY ___

Kimley»Horn
© 2020 KIMLEY-HORN AND ASSOCIATES, INC.
109 S. KENTUCKY AVENUE, LAKELAND, FL 33801
PHONE: 863-701-8702
WWW.KIMLEY-HORN.COM
REGISTRY NO. 35106

No.	REVISIONS	DATE	BY

EXHIBIT D

UTILITIES MAP



EXISTING UTILITIES MAP

HARTFORD TERRACE

MARCH 2022

KHA JOB 046489003

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EXHIBIT E

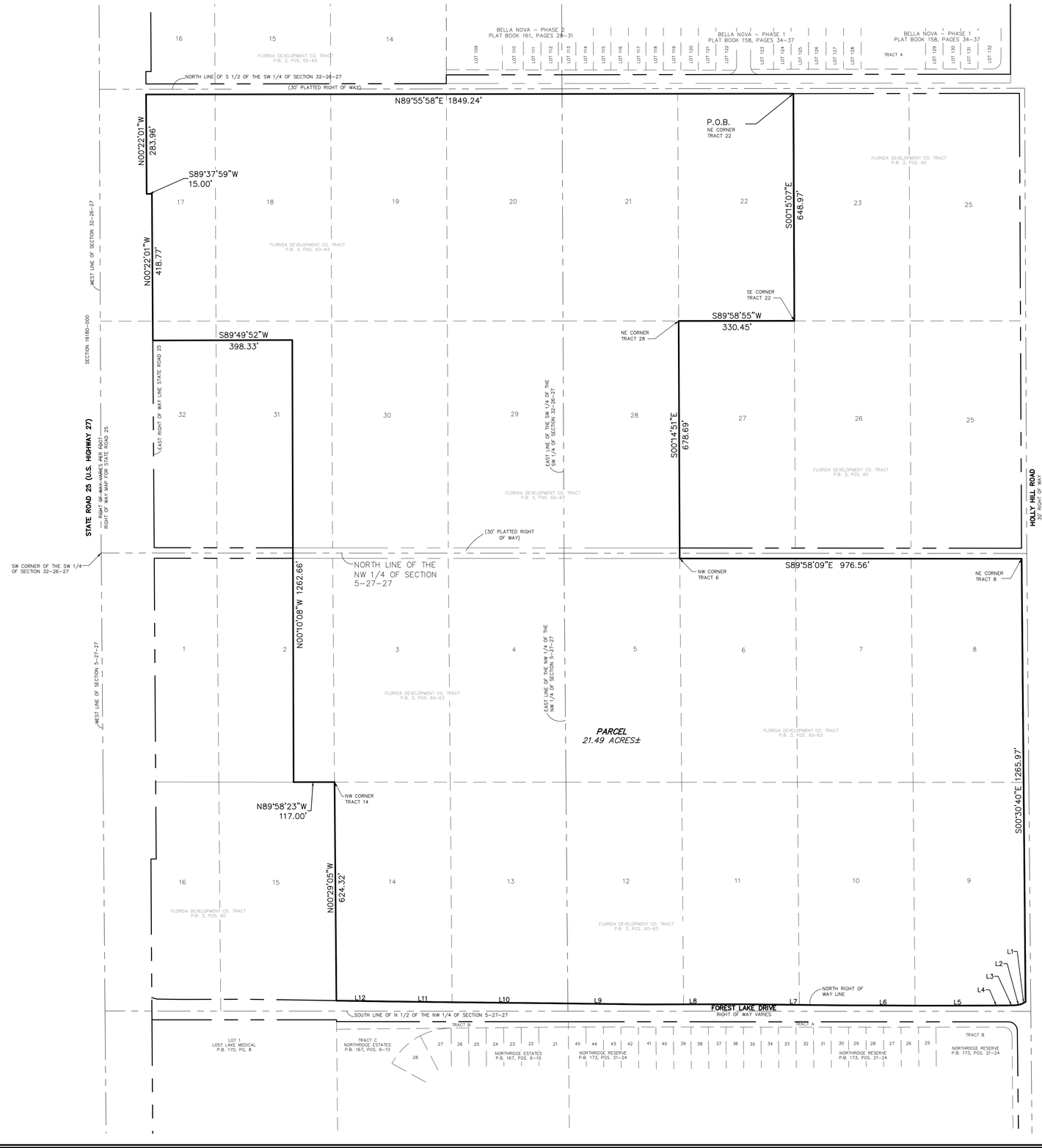
LEGAL DESCRIPTION

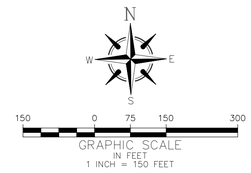
LEGAL DESCRIPTION:

Tracts 18 through 22 and 28 through 30 and a portion of Tracts 17, 31 and 32 in the Southwest 1/4 of Section 32, Township 26 South, Range 27 East, AND Tracts 3 through 14 and a portion of Tract 2 in the Northwest 1/4 of Section 5, Township 27 South, Range 27 East AND that portion of 30 foot platted Right of Way therein, all lying in FLORIDA DEVELOPMENT CO. TRACT, as recorded in Plat Book 3, Page 60 of the Public Records of Polk County, Florida being more particularly described as follows:

BEGIN at the Northeast corner of Tract 22 in the Southwest 1/4 of Section 32, Township 26 South, Range 27 East, FLORIDA DEVELOPMENT CO. TRACT, as recorded in Plat Book 3, Page 60 of the Public Records of Polk County, Florida; thence run S00°15'07"E, a distance of 648.97 feet to the Southeast corner of said Tract 22; thence run S89°58'55"W, a distance of 330.45 feet to the Northeast corner of Tract 28; thence run S00°14'51"E, a distance of 678.69 feet to the Northwest corner of Tract 6 in the Northwest 1/4 of Section 5, Township 27 South, Range 27 East; thence run S89°58'09"E, a distance of 976.56 feet to the Northeast corner of Tract 8; thence run S00°30'40"E, a distance of 1,265.97 feet to a point on the North Right of Way line of Forest Lake Drive; thence along said North Right of Way line the following twelve (12) courses: run S61°35'18"W, a distance of 14.01 feet; thence run S80°17'32"W, a distance of 15.71 feet; thence run S87°57'23"W, a distance of 22.67 feet; thence run S89°43'27"W, a distance of 61.85 feet; thence run S89°55'41"W, a distance of 176.93 feet; thence run N89°45'43"W, a distance of 246.61 feet; thence run N89°24'47"W, a distance of 277.06 feet; thence run S89°55'59"W, a distance of 276.37 feet; thence run N89°19'06"W, a distance of 260.77 feet; thence run N89°23'15"W, a distance of 289.47 feet; thence run N89°20'10"W, a distance of 189.39 feet; thence run N89°04'05"W, a distance of 139.77 feet; thence leaving said North Right of Way line run N00°29'05"W, a distance of 624.32 feet to the Northwest corner of Tract 14; thence run N89°58'23"W, a distance of 117.00 feet; thence run N00°10'08"W, a distance of 1,262.66 feet; thence run S89°49'52"W, a distance of 398.33 feet to a point on the East Right of Way line of State Road 25 (U.S. Highway 27); thence along said East Right of Way line the following three (3) courses: run N00°22'01"W, a distance of 418.77 feet; thence run S89°37'59"W, a distance of 15.00 feet; thence run N00°22'01"W, a distance of 283.96 feet; thence run N89°55'58"E, a distance of 1,849.24 feet to the POINT OF BEGINNING.

Containing 104.25 acres, more or less.





LEGAL DESCRIPTION:

(AS PREPARED BY SURVEYOR)

Tracts 18 through 22 and 28 through 30 and a portion of Tracts 17, 31 and 32 in the Southwest 1/4 of Section 32, Township 26 South, Range 27 East, AND Tracts 3 through 14 and a portion of Tract 2 in the Northwest 1/4 of Section 5, Township 27 South, Range 27 East AND that portion of 30 foot platted Right of Way therein, all lying in FLORIDA DEVELOPMENT CO. TRACT, as recorded in Plat Book 3, Page 60 of the Public Records of Polk County, Florida being more particularly described as follows:

BEGIN at the Northeast corner of Tract 22 in the Southwest 1/4 of Section 32, Township 26 South, Range 27 East, FLORIDA DEVELOPMENT CO. TRACT, as recorded in Plat Book 3, Page 60 of the Public Records of Polk County, Florida; thence run S00°15'07"E, a distance of 648.97 feet to the Southeast corner of said Tract 22; thence run S89°58'55"W, a distance of 330.45 feet to the Northeast corner of Tract 28; thence run S00°14'51"E, a distance of 678.69 feet to the Northwest corner of Tract 6 in the Northwest 1/4 of Section 5, Township 27 South, Range 27 East; thence run S89°58'09"E, a distance of 976.56 feet to the Northeast corner of Tract 8; thence run S00°30'40"E, a distance of 1,265.97 feet to a point on the North Right of Way line of Forest Lake Drive; thence along said North Right of Way line the following twelve (12) courses: run S61°35'18"W, a distance of 14.01 feet; thence run S80°17'32"W, a distance of 15.71 feet; thence run S87°57'23"W, a distance of 22.67 feet; thence run S89°43'27"W, a distance of 61.85 feet; thence run S89°55'41"W, a distance of 176.93 feet; thence run N89°45'43"W, a distance of 246.61 feet; thence run N89°24'47"W, a distance of 277.06 feet; thence run S89°55'59"W, a distance of 276.37 feet; thence run N89°19'06"W, a distance of 260.77 feet; thence run N89°23'15"W, a distance of 289.47 feet; thence run N89°20'10"W, a distance of 189.39 feet; thence run N89°04'05"W, a distance of 139.77 feet; thence leaving said North Right of Way line run N00°29'05"W, a distance of 624.32 feet to the Northwest corner of Tract 14; thence run N89°58'23"W, a distance of 117.00 feet; thence run N00°10'08"W, a distance of 1,262.66 feet; thence run S89°49'52"W, a distance of 398.33 feet to a point on the East Right of Way line of State Road 25 (U.S. Highway 27); thence along said East Right of Way line the following three (3) courses: run N00°22'01"W, a distance of 418.77 feet; thence run S89°37'59"W, a distance of 15.00 feet; thence run N00°22'01"W, a distance of 283.96 feet; thence run N89°55'58"E, a distance of 1,849.24 feet to the POINT OF BEGINNING.

Containing 104.25 acres, more or less.

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S61°35'18"W	14.01'
L2	S80°17'32"W	15.71'
L3	S87°57'23"W	22.67'
L4	S89°43'27"W	61.85'
L5	S89°55'41"W	176.93'
L6	N89°45'43"W	246.61'
L7	N89°24'47"W	277.06'
L8	S89°55'59"W	276.37'
L9	N89°19'06"W	260.77'
L10	N89°23'15"W	289.47'
L11	N89°20'10"W	189.39'
L12	N89°04'05"W	139.77'

SURVEYOR'S NOTES:

BEARINGS AS SHOWN HEREON ARE BASED ON THE EAST RIGHT OF WAY LINE OF S.R. 25 (U.S. HIGHWAY 27) AS N00°22'01"W.

THIS SURVEYOR HAS NOT MADE A SEARCH OF THE PUBLIC RECORDS FOR EASEMENTS, RESTRICTIONS, RESERVATIONS AND/OR RIGHT OF WAYS.

THIS SKETCH IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY NO CORNERS WERE FOUND OR SET AS A PART OF THIS SKETCH.

CERTIFICATION:

I HEREBY CERTIFY TO:

PULTE GROUP

RICHARD D. BROWN, P.S.M.
STATE OF FLORIDA
REGISTRATION NO. 5700
(NOT VALID WITHOUT EMBOSSED SEAL)

DATE

ABBREVIATIONS

P.B. PLAT BOOK	(C) CALCULATED	° DEGREES	ALL PROPERTY CORNERS AS NOTED.	EL. ELEVATION
D.B. DEED BOOK	(P) PLAT	' MINUTES	D.U.E. DRAINAGE AND	P.T. POINT OF TANGENCY
BK. BOOK	(D) DESCRIBED	" SECONDS	UTILITY EASEMENT	P.C. POINT OF CURVE
PG. PAGE	(M) MEASURED	± MORE OR LESS	ID IDENTIFICATION	P.R.C. POINT OF REVERSE CURVE
SECT. SECTION	C.B. CHORD BEARING	L.B. LICENSED BUSINESS	P.C.P PERMANENT CONTROL POINT	P.I. POINT OF INTERSECTION
TWP. TOWNSHIP	CH. CHORD	L.S. LICENSED SURVEYOR	P.O.B. POINT OF BEGINNING	N.&T. NAIL AND TAB
RGE. RANGE	R. RADIUS	B.W.F. BARBED WIRE FENCE	P.O.C. POINT OF COMMENCEMENT	C.M.P. CORRUGATED METAL PIPE
COR. CORNER	L. LENGTH	H.W.F. HOG WIRE FENCE	F/F FINISH FLOOR ELEVATION	R.C.P. REINFORCED CONCRETE PIPE
AC. ACRES	Δ DELTA	C.L.F. CHAIN LINK FENCE	L.F.E. LOWEST FLOOR ELEVATION	INV. INVERT
P.S.M. PROFESSIONAL	T TANGENT	W.F. WOOD FENCE	G.F.E. GARAGE FLOOR ELEVATION	FD. FOUND
SURVEYOR	C/L CENTERLINE	E/P EDGE OF PAVEMENT	R/W RIGHT OF WAY	P.R.M. PERMANENT REFERENCE
AND MAPPER		FRM. FRAME	O.R. OFFICIAL RECORDS	MONUMENT
BM BENCHMARK		O/S OFFSET	STY. STORY	TX TRANSFORMER
C.B.S. CONCRETE BLOCK & STUCCO			CONC. CONCRETE	

—BP— UNDERGROUND POWER LINE —BT— BURIED TELEPHONE LINE —W— BURIED WATER LINE
—OHE— OVERHEAD POWER LINE —GAS— BURIED GAS MAIN —SAN— BURIED SANITARY SEWER LINE

LEGEND

BENCHMARK
WOOD POWER POLE
CONCRETE POWER POLE
GUY WIRE ANCHOR
LIGHT POLE
SIGN
FIRE HYDRANT
SANITARY SEWER M.HOLE
SEWER M.HOLE
GAS VALVE
TELEPHONE RISER BOX
METAL LIGHT POLE
CLEAN OUT (SEWER)
GAS METER
UNDERGROUND GAS MARKER
FIBER OPTIC MARKER
WATER VALVE
WATER METER
CABLE TELEVISION RISER BOX
WOOD LIGHT POLE
WELL
ELECTRIC CONTROL BOX
ELECTRIC TRANSFORMER
FIBERGLASS LIGHT POLE

SKETCH OF DESCRIPTION

HARTFORD TERRACE CDD

REVISIONS	REVISIONS

SECT. 32 TWP. 26 S. RGE. 27 E.
SECT. 5 TWP. 27 S. RGE. 27 E.

CAD FILE# 21-027 CDD PARCEL S-L(rev).DWG
DATE OF SKETCH 3/25/22 | JOB #21-027 | SCALE: 1"=150' | DRAWN BY: BHJ | CHECKED BY: RDB

JOHNSTON'S SURVEYING INC.
900 Cross Prairie Parkway, Kissimmee, Florida 34744
(407) 847-2179 ● Fax (407) 847-6140
L.B. #966

SECTION VII

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Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road ▪ Suite 301
Boca Raton, Florida 33431
(561) 994-9299 ▪ (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

July 29, 2026

Board of Supervisors
Hartford Terrace Community Development District
219 East Livingston Street
Orlando, FL 32801

We are pleased to confirm our understanding of the services we are to provide Hartford Terrace Community Development District, Polk County, Florida ("the District") for the fiscal year ended September 30, 2026. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Hartford Terrace Community Development District as of and for the fiscal year ended September 30, 2026. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2026 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis

2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

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We will also issue a management letter as required by Chapter 10.550, Rules of the Auditor General of the State of Florida. As part of our audit, we will apply financial condition assessment procedures pursuant to Section 218.39(5), Florida Statutes, and Rule 10.556(8), Rules of the Auditor General, and will report, as applicable, whether the District met any of the conditions described in Section 218.503(1), Florida Statutes.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

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With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards.*

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession

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or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT: C/O GOVERNMENTAL MANAGEMENT SERVICES – CENTRAL FLORIDA LLC, 219 EAST LIVINGSTON STREET ORLANDO, FLORIDA 32801, OR RECORDREQUEST@GMSCFL.COM, PH: (407) 841-5524.

Our fee for these services will not exceed $6,200 for the September 30, 2026 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2025 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Hartford Terrace Community Development District and believe this letter accurately summarizes the terms of our engagement and, with any addendum, if applicable, is the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates

Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Hartford Terrace Community Development District.

By: DocuSigned by: Sean Bailey 2897E06F9EBA4F9...

Title: Land Development Manager

Date: 2026-10-14

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Florida Institute of Certified Public Accountants

AICPA Peer Review Program

Administered in Florida
by the Florida Institute of CPAs

November 18, 2025

Antonio Grau
Grau & Associates
1001 W. Yamato Road, Suite 301
Boca Raton, FL 33431-4403

Dear Antonio Grau:

It is my pleasure to notify you that on November 18, 2025, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2028. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
850.224.2727, x5957

cc: Daniel Hevia, David Caplivski

Firm Number: 900004390114 Review Number: 616829

SECTION VIII

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LANDSCAPE AND IRRIGATION MAINTENANCE AGREEMENT

THIS AGREEMENT ("**Agreement**") is made and entered into effective the 24th day of September 2026, by and between:

HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Polk County, Florida, whose mailing address is 219 East Livingston Street, Orlando, Florida 32801 ("**District**"); and

PRINCE AND SONS, INC., a Florida corporation, with an address of 200 F Street South, Haines City, Florida 33844 ("**Contractor**").

RECITALS

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including landscaping and irrigation; and

WHEREAS, the District has a need to retain an independent contractor to provide landscape and irrigation maintenance services for certain lands within and around the District; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified, willing and capable to serve as a landscape and irrigation maintenance contractor and provide such services to the District.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and Contractor have agreed upon:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

2. CONTRACTOR OBLIGATIONS.

A. ***Scope of Services***. Contractor shall provide the services described in components A, B, C, and D in the Scope of Services attached hereto as **Exhibit A** ("**Work**") in accordance with the terms of this Agreement, for the areas identified in the Landscape Maintenance Map attached hereto as **Exhibit B** ("**Landscape Maintenance Area**"), both of which are incorporated herein by this reference. Contractor acknowledges and agrees that the Landscape Maintenance Area may be reasonably adjusted, in the sole discretion of the District, to accurately reflect areas of the Work actually being performed, which adjustments shall not result in change in the price for the Work as reflected in Contractor's fee summary attached hereto as **Exhibit C** ("**Fee Summary**") and incorporated herein by this reference. Should any work and/or services be required which are not specified in this Agreement or any amendments, addenda, or change orders but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by Contractor as if described and delineated in this Agreement.

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B. ***Acceptance of Site***. By executing this Agreement, the Contractor agrees that the Contractor was able to inspect the site prior to the execution of this Agreement, and that the Contractor agrees to be responsible for the care, health, maintenance, and replacement, if necessary, of the existing landscaping, in its current condition, and on an "as is" basis. The Contractor shall be strictly liable for the decline or death of any plant material, regardless of whether such decline or death is due to the negligence of the Contractor or a former contractor, except that the Contractor shall not be responsible for fire, cold, storm or wind damage, incurable or uncontrollable diseases, or damage due to vandalism. Upon the occurrence of any such exceptions, Contractor shall immediately notify the District. Contractor shall replace, at Contractor's expense, all plant material that, in the opinion of the District, fails to maintain a healthy, vigorous condition as a result of the Contractor's failure to perform the Work specified herein. No changes to the compensation set forth in this Agreement shall be made based on any claim that the existing landscaping was not in good condition or that the site was unsuitable for such landscaping.

C. ***Manner of Contractor's Performance.*** The Contractor agrees, as an independent contractor, to undertake the Work as specified in this Agreement or any Work Authorization (defined herein) issued in connection with this Agreement. All Work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with all applicable industry standards, and as required by the Scope of Services. The performance of all Work and additional services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

D. ***Discipline, Employment, Uniforms.*** Contractor shall maintain at all times strict discipline among its employees, subcontractors, agents and assigns and represents to the District that it has performed all necessary background checks of the same. Contractor shall not employ for work on the project any person unfit or without sufficient skills to perform the job for which such person is employed. All laborers and foremen of the Contractor shall perform all Work on the premises in a uniform to be designed by the Contractor. No shirtless attire, no torn or tattered attire or slang graphic T-shirts are permitted. No smoking in or around the buildings will be permitted. Rudeness or discourteous acts by Contractor employees will not be tolerated. No Contractor solicitation of any kind is permitted on property.

E. ***Rain Days***. In the event that time is lost due to heavy rains ("**Rain Days**"), Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services during the same week as any Rain Days. Contractor shall provide services on Saturdays, if needed to make up Rain Days, with prior notification to and approval by the District Representative(s) (defined herein).

F. ***Protection of Property.*** Contractor shall use all due care to protect against any harm to persons or property while performing the Work. If Contractor's acts or omissions result in any damage to property within the District, including but not limited to damage to landscape lighting and irrigation system components, entry monuments, etc., the Contractor shall immediately notify the District and promptly repair all damage – and/or promptly replace damaged property – to the sole satisfaction of the District. If Contractor fails to do so, the District reserves the right to make such repairs and Contractor shall reimburse the costs of such repair or replacement.

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G. ***District Representative; Reporting***. The District shall designate in writing a person to act as the District Representative with respect to the Work to be performed under this Agreement. The District Representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to Contractor's services, including the Work.

i. The District hereby designates the District's field manager, currently Ashley Hilyard or his/her designee, to act as the District Representative.

ii. The District shall have the right to change its designated Representative with written notice to Contractor.

iii. Contractor agrees to meet with the District's representative no less than bi-weekly to walk the property and discuss conditions, schedules, and items of concern regarding this Agreement and to provide a monthly written report summarizing, at minimum, the Work performed during the month, any issues and/or areas of concern and the schedule of Work to be performed for the upcoming month.

iv. Contractor agrees to attend the regularly scheduled meetings of the Board of Supervisors of the District, upon request.

H. ***Deficiencies***. Contractor shall identify and promptly notify the District Representative of any deficient areas by written communication, including any explanations of proposed actions to remedy such deficiencies. Upon approval by the District Representative, the Contractor shall take such actions as are necessary to address the deficiencies within a reasonable time period specified by the District Representative, or if no time is specified by the District, within three (3) days and prior to submitting any invoices to the District. Contractor and the District recognize that time is of the essence with this Agreement and that the District will suffer financial loss if the deficiencies are not timely addressed. Should the Contractor fail to address any deficiencies within the time set forth by the District Representatives, the District shall have the rights to, among other remedies available at law or in equity, fine the Contractor one hundred dollars ($100.00) per day; to withhold some or all of the Contractor's compensation under this Agreement; and to contract with outside sources to perform necessary work with all charges for such services to be reimbursed by Contractor or deducted from the Contractor's compensation.

I. ***Compliance with Laws***. The Contractor shall keep, observe, and perform all requirements of applicable local, state and federal laws, rules, regulations, ordinances, permits, licenses, or other requirements or approvals. Further, the Contractor shall notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, state, or federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any act or omission of the Contractor or any of its agents, servants, employees, or material men, or appliances, or any other requirements applicable to provision of services. Additionally, the Contractor shall promptly comply with any requirement of such governmental entity after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation.

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J. ***Safety***. Contractor shall provide for and oversee all safety orders, precautions, and programs necessary for the Work. Contractor shall maintain an adequate safety program to ensure the safety of employees and any other individuals working under this Agreement. Contractor shall comply with all OSHA standards. Contractor shall take precautions at all times to protect any persons and property in performing the Work, utilizing safety equipment including but not limited to bright vests and traffic cones.

K. ***Environmental Activities*.** The Contractor agrees to use best management practices, consistent with presently accepted industry standards, with respect to the storage, handling and use of chemicals (e.g., fertilizers, pesticides, etc.) and fuels. The Contractor shall keep all equipment clean (e.g., chemical sprayers) and properly dispose of waste. Further, the Contractor shall immediately notify the District of any chemical or fuel spills. The Contractor shall be responsible for any environmental cleanup, replacement of any turf or plants harmed from chemical burns, and correcting any other harm resulting from the Work to be performed by Contractor.

L. ***Payment of Taxes; Procurement of Licenses and Permits.*** Contractor shall pay all taxes required by law in connection with the Work, including sales, use, and similar taxes, and shall secure all licenses and permits necessary for proper completion of the Work, paying the fees therefore and ascertaining that the permits meet all requirements of applicable federal, state and local laws or requirements.

M. ***Subcontractors*.** Contractor shall not assign any portion of the Work to subcontractors without prior, written approval of the District. In the event any portions of the Work are assigned to subcontractors, Contractor shall be responsible for the satisfactory performance of such work by subcontractors. Nothing in this Agreement shall be construed to create a contractual relationship between any subcontractor and the District.

N. ***Independent Contractor Status*.** In all matters relating to this Agreement, Contractor shall be acting as an independent contractor. Neither Contractor nor employees of Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of Contractor, if any, in the performance of this Agreement. Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

3. COMPENSATION; TERM.

A. ***Term***. The term of this Agreement shall be from the effective date hereof to September 30, 2026, unless terminated earlier in accordance with the terms of this Agreement. Thereafter, this Agreement may be renewed in additional, one (1) year terms commencing October 1 of each year for so long as the total compensation under each year and corresponding agreement, including any applicable work authorizations, amendments and change orders thereto, do not exceed the bidding threshold for CATEGORY FOUR pursuant to Sections 190.033 and 287.017, *Florida Statutes*, and the District's Rules of Procedure. Renewal must be agreed to by the parties, in writing, including any increases in price for the renewal year; any renewal or increase in price without such written agreement by the parties shall be null and void.

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B. ***Compensation***. As compensation for the Work, the District agrees to pay Contractor an annual amount not-to-exceed **Sixty-Nine Thousand Six Hundred Dollars and No Cents ($69,600.00)** annually for Essential Services in accordance with the Fee Summary attached hereto as **Exhibit C**. The Extra Services set forth in the Fee Summary are not included in Essential Services or Scope of Services but may be added as provided in subsection 3.C. herein.

C. ***Additional Work.*** Should the District desire that the Contractor provide additional work and/or services relating to the District's landscaping and/or irrigation systems (e.g., additional services or services for other areas not specified in this Agreement), such additional work and/or services shall be fully performed by the Contractor after prior approval of a required Work Authorization. The Contractor agrees that the District shall not be liable for the payment of any additional work and/or services unless the District first authorizes the Contractor to perform such additional work and/or services through an authorized and fully executed Work Authorization, a form of which is attached hereto as **Exhibit D**. The Contractor shall be compensated for such agreed additional work and/or services based upon a payment amount derived from the prices set forth in the Contractor's Fee Summary attached hereto as **Exhibit C**. If pricing for any such additional work or services is not specifically provided for in the exhibits hereto, Contractor agrees to negotiate in good faith on such pricing. Nothing herein shall be construed to require the District to use the Contractor for any such additional work and/or services, and the District reserves the right to retain a different contractor to perform any additional work and/or services.

D. ***Payments by the District.*** The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. Each monthly invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, section 218.70, et seq., *Florida Statutes*, these monthly invoices are due and payable within forty-five (45) days of receipt by the District.

E. ***Payments by Contractor***. Subject to the terms herein, Contractor will promptly pay in cash for all costs of labor, materials, services and equipment used in the performance of the Work, and upon the request of the District, Contractor will provide proof of such payment. Contractor agrees that it shall comply with Section 218.735(6), *Florida Statutes*, requiring payments to subcontractors, material men, suppliers or laborers be made within ten (10) days of receipt of payment from the District. The District may require, as a condition precedent to making any payment to Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that Contractor provide an affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from Contractor, in a form satisfactory to the District, that any indebtedness of Contractor, as to services to the District, has been paid and that Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's

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Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

4. TERMINATION. The District agrees that the Contractor may terminate this Agreement for cause by providing sixty (60) days' written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that, notwithstanding any other provision of this Agreement, and regardless of whether any of the procedural steps set forth in Section 2(H) of this Agreement are taken, the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Any termination by the District shall not result in liability for consequential damages, lost profits, or any other damages or liability. However, upon any termination of this Agreement by the District, the Contractor shall be entitled to payment for all Work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor. On a default by Contractor, the District may elect not to terminate the Agreement, and instead to demand that Contractor cure any failure constituting default and make appropriate deduction or revision to the payment to become due to Contractor. Furthermore, the District reserves the right to pursue any and all available remedies under the law, including but not limited to equitable and legal remedies and withhold payment pending outcome of such dispute.

5. INSURANCE.

A. ***Insurance Required***. Before commencing any Work, the Contractor shall furnish the District with a Certificate of Insurance evidencing compliance with the requirements of this section. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be primary and written on forms acceptable to the District. Additionally, insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of A-VII. The procuring of required policies of insurance shall not be construed to limit Contractor's liability or to fulfill the indemnification provisions and requirements of this Agreement.

B. ***Types of Insurance Coverage Required***. Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:

i. Worker's Compensation Insurance in accordance with the laws of the State of Florida. In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Minimum Premium Workers' Compensation policy, along with a Waiver of Subrogation in favor of the District. All documentation must be provided to the District at the address listed below. No contractor or sub-contractor operating under a worker's compensation exemption shall access or work on the site.

ii. Employer's Liability Coverage with limits of at least $1,000,000 (one million dollars) per accident or disease.

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iii. Commercial General Liability Insurance covering Contractor's legal liability for bodily injuries, property damage, contractual, products and completed operations, and personal injury, with limits of not less than $2,000,000 per occurrence, and further, including, but not being limited to, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.

iv. Automobile Liability Insurance for bodily injuries in limits of not less than $2,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

v. Umbrella Excess Liability Insurance to cover any liability in excess of the limits of coverage already required and with limits of at least $1,000,000 per occurrence and $1,000,000 on aggregate.

C. ***Additional Insured***. All policies required by this Agreement, with the exception of Workers' Compensation, or unless specific approval is given by the District, are to be written on an occurrence basis, and shall name the District, and its supervisors, officers, staff, agents, employees, and representatives as additional insured (with the exception of Workers' Compensation insurance) as their interest may appear under this Agreement. Insurer(s), with the exception of Workers' Compensation on non-leased employees, shall agree to waive all rights of subrogation against the District and its supervisors, officers, staff, agents, employees, and representatives.

D. ***Sub-Contractors.*** Insurance requirements itemized in this Agreement and required of the Contractor shall be provided on behalf of all sub-contractors, if any and if approved, to cover their operations performed under this Agreement. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to sub-contractors.

E. ***Payment of Premiums.*** The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Agreement and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject, whether or not the District is an insured under the policy.

F. ***Notice of Claims.*** Notices of accidents (occurrences) and notices of claims associated with work being performed under this Agreement shall be provided to the Contractor's insurance company and to the District as soon as practicable after notice to the insured.

G. ***Failure to Provide Insurance.*** The District shall retain the right to review, at any time, coverage, form, and amount of insurance. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance to the District and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance. If Contractor fails to pay such cost to the District, the District may deduct such amount from any payment due the Contractor.

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6. INDEMNIFICATION.

A. The Contractor shall indemnify, defend, and hold harmless, the District, the District's Board of Supervisors, District staff and the District's agents, officers, employees, contractors, and representatives from and against any and all liability, actions, claims, demands, loss, damage, injury, or harm of any nature whatsoever, arising from the acts or omissions of Contractor, or the Contractor's officers, directors, agents, assigns, employees, subcontractors, or representatives.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay, awards, court costs, mediation costs, litigation expenses, attorney fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), or other amounts of any kind.

C. The Contractor agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's or its staff, supervisors or consultant's limitations on liability contained in section 768.28, *Florida Statutes*, or other law. Any subcontractor retained by the Contractor shall acknowledge the same in writing, and it shall be Contractor's responsibility to secure such acknowledgments. Further, nothing herein shall be construed to limit or restrict the District's rights against the Contractor under applicable law.

D. In any and all claims against the District or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workmen's compensation acts, disability benefit acts, or other employee benefit acts.

E. It is understood and agreed that this Agreement is not a construction contract as that term is referenced in Section 725.06, *Florida Statutes*, and that said statutory provision does not govern, restrict or control this Agreement

7. MISCELLANEOUS PROVISIONS

A. ***Default and Protection Against Third-party Interference.*** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

B. ***Custom and Usage.*** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing or due to oversight; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

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C. ***Successors.*** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the parties to this Agreement, except as expressly limited in this Agreement.

D. ***Assignment.*** Neither the District nor Contractor may assign this Agreement without the prior written approval of the other, which approval shall not be unreasonably withheld. Any purported assignment without such written approval shall be void.

E. ***Headings for Convenience Only.*** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

F. ***Attorneys' Fees.*** In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and costs for trial, alternative dispute resolution, or appellate proceedings.

G. ***Agreement.*** This instrument, together with its Exhibits, shall constitute the final and complete expression of this Agreement between the District and Contractor relating to the subject matter of this Agreement. All prior agreements regarding the matters provided herein are hereby superseded and replaced by this Agreement. The Exhibits attached herein are incorporated to the extent that it clarifies certain terms of the Agreement, and to the extent there are any inconsistencies or conflict between this instrument and the Exhibits, this instrument shall control.

H. ***Amendments.*** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and Contractor.

I. ***Authorization.*** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and Contractor, both the District and Contractor have complied with all the requirements of law, and both the District and Contractor have full power and authority to comply with the terms and provisions of this instrument.

J. ***Notices.*** All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered via hand delivery, mailed by United States certified mail, or by overnight delivery service, to the parties, as follows:

A. **If to the District:** Hartford Terrace
Community Development District
219 East Livingston Street
Orlando, Florida 32801
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. **If to Contractor:** Prince and Sons, Inc.
200 F Street South

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Haines City, Florida 33844
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

K. ***Third Party Beneficiaries.*** This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective Representative, successors, and assigns.

L. ***Controlling Law; Venue.*** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Parties consent to and agree that the exclusive venue for any litigation arising out of or related to this Agreement shall be in a court of appropriate jurisdiction in and for Polk County, Florida.

M. ***Public Records.*** Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **George Flint** ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records

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

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT GFLINT@GMSCFL.COM, (407) 841-5524, AND 219 EAST LIVINGSTON STREET, ORLANDO, FLORIDA 3332801619.

N. ***Severability*.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

O. ***Arm's Length Transaction*.** This Agreement has been negotiated fully between the District and Contractor as an arm's length transaction. The District and Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

P. ***Counterparts*.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

Q. ***Statement Regarding Chapter 287 Requirements*.** Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law ("Public Integrity Laws") apply to this Agreement:

a. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
b. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
c. Section 287.135, Florida Statutes, titled *Prohibition against contracting with scrutinized companies*;
d. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
e. Section 287.138, Florida Statutes, titled *Contracting with entities of foreign countries of concern prohibited*.

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District ("Prohibited Criteria"). Contractor certifies that in entering into this Contract, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity,

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meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District.

R. ***E-Verify***. The Contractor agrees that it shall bear the responsibility for verifying the employment status of all persons it employs or subcontracts in the performance of this Agreement and agrees to otherwise comply with all applicable federal and Florida law, including but not limited to the Immigration Reform and Control Act of 1986, as amended, and Section 448.095, Florida Statutes. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

S. ***Compliance with section 20.055, Florida Statutes***. The Contractor agrees to comply with section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with section 20.055(5), *Florida Statutes.*

[Remainder of this page intentionally left blank]

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IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

ATTEST:

DocuSigned by:
George Flint
B61B5DE431644AD...

By: George Flint

☒ Secretary
☐ Assistant Secretary

HARTFORD TERRACE COMMUNITY DEVELOPMENT DISTRICT

DocuSigned by:
Sean Bailey
289E06F9EBA4F9...

By: Sean Bailey

☒ Chairperson
☐ Vice Chairperson

WITNESS:

By: _____
Its: _____

PRINCE AND SONS, INC.

Lucas Martin

By: **Lucas Martin**
Its: **Vice President**

Exhibit A: Scope of Services
Exhibit B: Landscape Maintenance Map
Exhibit C: Fee Summary
Exhibit D: Form of Work Authorization

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Exhibit A: Scope of Services

Hartford Terrace CDD

LANDSCAPE SCOPE OF WORK

The work for the landscape maintenance is to include the furnishing of all labor, materials, equipment, accessories, and services necessary or incidental to meet the requirements outlined in this scope below. The intention is to sustain all turf and plant materials in a healthy, vigorous growing condition, free from weeds, diseases, insects, and nutritional deficiencies as well as a completely operational irrigation system. All associated planted areas are to be kept in a continuous healthy, neat, clean and debris free condition for the entire life of the contract. The below scope is divided into "elements" to define the elements involved and required in the maintenance of the property.

General Services- Component "A"

Turf Maintenance

Turf maintenance is defined as all mowing, edging, trimming and cleanup of lawn areas. High traffic and high-profile areas such as the entrances and Amenity/clubhouse areas will be completely mowed, edged, trimmed and cleaned up prior to normal business hours of operation. In the event it becomes necessary to make a change in the mowing schedule for any reason, the CDD Management must be notified prior to adjustment of schedule. Mowing during inclement weather will not alleviate the contractor of responsibility for damage caused by the mowing of wet areas.

Mowing

Prior to mowing, remove and dispose of normal litter and debris from all landscape areas. Contractor will not run over litter with mowers.

Irrigated common area turf of all turf types (St Augustine, Zoysia, Bermuda, Irrigated Bahia) shall be mowed weekly during the growing season from April 1st through September 30th and bi-weekly during the winter season. It is understood that the contractor may be required to periodically add or delete mowing cycles based on weather or other factors with the consent of the CDD Management. Contractor should anticipate 42 mows annually for all common areas. Unirrigated bahia and pond areas and banks will be mowed 32 times annually as needed.

St. Augustine, zoysia and Bahia turf shall be cut with rotary mowers to maintain a uniform height. Bahia will be cut between 3.5" and 4.5". St Augustine will be cut between 4.5" and 5.5". Mowing heights will be set at 2"–3" for Zoysia turf. Bermuda turf shall be cut at a height of no more than 2.5". Mowing blades shall be kept sufficiently sharp and properly adjusted to provide a cleanly cut grass blade. Variation in the mowing pattern shall be carried out when possible so as to not rut or cause paths.

Mowing of all ponds or wetland buffer areas shall be done with a 50" mower or larger **discharging clippings away from the water**. Any pond edges that cannot be reached with the full size mower will be string trimmed every other mow cycle at minimum. Additional pond edge string trimming can be requested as needed to maintain an intended look as per the discretion of CDD management.

Visible clippings that may be left following mowing operations shall be removed from the site each visit. Discharging grass clippings into beds, tree rings or maintenance strips is prohibited and if it occurs they shall be removed prior to the end of each service day.

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Contractor will take special care to prevent damage to plant material as a result of the mowing. Contractor is responsible for damages they cause while mowing.

Edging

Sidewalks, curbs, and concrete slabs, and other paved surfaces will be edged in conjunction with mowing operations each time. Beds, tree rings, and other landscape edges will be edged once during each detail rotation, every three weeks. Edging is defined as removal of unwanted turf and vegetation along the above borders by use of a mechanical edger. String trimmers are not to be used for edging and a proper edger will be used. Care will be taken to maintain bed edges as designed in either straight or curvilinear lines.

String Trimming

String Trimming shall be performed around road signs, guard posts, trees, shrubs, utility poles,and other obstacles where mowers cannot reach. Grass shall be trimmed to the same desired height as determined by the turf height specifications. String trimming shall be completed with each mowing cycle.

Maintaining grass-free areas by use of chemicals may be the preferred method in certain applications. Such use will only be done with prior approval of the CDD management.

Turf around the edge of all waterways shall be mowed or string trimmed to the natural water's edge during every other mowing cycle at minimum.

Blowing

When using mechanical blowers to clean curbs, sidewalks and other paved surfaces, care must be taken to prevent blowing grass clippings into beds, onto vehicles or onto other hardscape surfaces. In addition, care also must be taken to not disrupt mulch from beds and any mulch blown out of beds must be placed back and raked smooth.

Damage Prevention/Repair

Special care shall be taken to protect building foundations, fencing, light poles, sign posts, monuments and other hardscape elements from mowing, edging or string trimming equipment damage. Contractor will agree to have repairs made by specialized contractors or reimburse the CDD or homeowners within 30 days for any damage to property caused by their crew members or equipment.

Detailing

Detailing of planted areas will be performed weekly in a sectional method, each section representing one-third of the entire property. **Based on three sections, the contractor will completely detail the entire property once every three weeks at least.** The exception will be the entrances, clubhouse areas and any other high profile or focal areas which should be tended to each week the crew is onsite. The detailing process will include trimming, pruning and shaping of all shrubbery, ornamental trees and groundcover, removal of tree suckers, structural pruning or cutbacks of select varieties of plant material and ornamental grasses as directed, as well as the defining of bed lines, tree saucers and the removal of all unwanted vegetation. A detail crew will be onsite at least one day per week 52 times per year to

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accomplish the full amount of detail rotations. The size and duration the detail crew is onsite should depend on the extent needed to accomplish the rotation.

Pruning

Prune trees, shrubs and groundcovers to encourage healthy growth and create a natural appearance. Prune to control the new plant growth, maintain the desired plant shape and remove dead, damaged, or diseased portions of the plant.

Use only hand pruners or loppers on trees and shrubs, particularly groundcover Juniper varieties. Hand shears or Topiary shears will be the preferred method of trimming most formal shrubs. Only use power shears on formal hedges where previous practice was to shear, or as directed by the CDD management.

Pruning of trees up to a height of 12 feet and palms up to 15' is included in the scope of the work. If pruning is required above the height of 12 feet for non palms, contractor shall propose an extra service to the CDD representative and acquire approval prior to performing the work. Palm pruning of palms over 15' is defined in **Component E.3.**

The branching height of trees shall be raised only for the following reasons:

1. **Provide clearance for pedestrians, vehicles, mowers and buildings. Minimum 8ft of clearance is required along all walkways and parking areas.**
2. **Maintain clearance from shrubs in bed areas.**
3. **Improve visibility in parking lots and around entries. Extra care should be taken when considering sight lines on the road and the vendor should report any identified visibility concerns to CDD management.**
4. **Prune trees to remove weak branching patterns and provide corrective pruning for proper development. Cut back to the branch collar without leaving stubs. Provide clean and flush cut with no tearing of the tree bark.**
5. **Prune to contain perimeter growth within intended bed areas. Established groundcover shall be maintained 4" to 6" away from adjacent hardscape and turf. Bevel or roll leading edges to avoid creating a harsh boxed look. Mature groundcover shall be maintained at a consistent, level height to provide a smooth and even appearance and separation from adjacent plant material.**

Structural pruning will be required for several varieties of plants bi-annually, annually or semi- annually to maintain their scale and performance within the landscape. The methodology employed is to structurally prune one plant group throughout the entire property during the sectional detail rotation. All needed structural pruning will be done once per year at minimum. All Ornamental Grasses are to be haystack cut one time per year.

Crepe Myrtles are to be trimmed once per year in the winter months. Trimming should include removal of old blooms, sucker growth and any cross branching. Trimming should be done in such a way that cuts are no less than 12" away from previous year's cuts.

Pruning of all palms less than 15' in height will be included in the sectional rotation. Pruning consists of removal of all dead fronds, seedpods, and any loose boots.

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Weed Control

Bed areas are to be left in a weed free condition after each detail service. While pre and post- emergent chemicals are acceptable means of control, weeds in bed areas larger than 3" shall be pulled by hand or string trimmed.

Hardscape cracks and expansion joints are to be sprayed in conjunction with the detail cycle to control weeds. Chemical practices shall not be a substitute for hand weeding where the latter is required.

Trash Removal

Removing trash from all landscape areas will be the responsibility of the contractor. The contractor will remove trash from all focal areas, including medians, around amenity areas, and monuments every visit. Other trash will be removed during normal detail rotations.

Policing

Contractor will police the grounds during each service visit to remove trash, debris and fallen tree litter as needed prior to mowing and edging. Contractor is not responsible for removal of excessive storm debris which would be performed with prior approval with a supplemental proposal.

As needed, the contractor will dedicate supplemental personnel and specialized equipment to the removal of seasonal leaf drop from all landscape and hardscape areas during the months of November through April.

All litter shall be removed from the property and disposed of off-site.

Communication

Daily, the contractor will communicate with the CDD representative for any landscape issues requiring immediate attention.

Communication is of the utmost importance. The contractor will provide a weekly written report in a form approved by the CDD representative which highlights the main aspects of the previous week's maintenance activities. This can just be a checklist sent via email on Fridays or Mondays.

When requested by CDD management, the contractor will provide a Monthly Service Calendar for the upcoming period**. A copy of the preceding month's Irrigation Maintenance report and Lawn and Ornamental Fertilization report will be provided monthly**. A copy of these documents should be submitted to the CDD representative by the 5th of each month electronically, or in person. This is only necessary should management request, likely due to performance concerns, however the vendor should always have them should management request.

Contractor agrees to take part in regular weekly, bi-weekly or monthly inspections, as decided by CDD management, of the property to ensure their performance is satisfactory. *Contractor also agrees to complete any work that appears on punch lists resulting from inspections or reviews within three weeks of receiving them.* Contractor will have their Account Manager participate on its behalf and have their Lawn and Ornamental and Irrigation Managers or Technicians available for inspection meetings as needed or requested by CDD management.

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Staffing

The Contractor shall have a well-experienced Foreman/Supervisor supervising all work onsite. This person should have knowledge of horticultural practices and be capable of properly supervising others. The Foreman/Supervisor should communicate regularly, daily when needed, with CDD management. Further, In order to maintain continuity, the same Foreman/Supervisor shall direct the scheduled maintenance operations throughout the year. Any anticipated changes in supervisory personnel shall be brought to the attention of the CDD representative prior to any such change. The intent is for maintenance personnel to familiarize themselves with the site.
The crew members should be properly trained to carry out their assigned task and should work in a safe professional manner. Each crew member should be in full uniform at all times.

Contractor is expected to staff the property with trained personnel experienced in commercial landscape maintenance. All personnel applying fertilizers, insecticides, herbicides, and fungicides must be certified by the state of FL. These individuals should be Best Management Practices Certified and hold a Limited Certification for Urban Landscape Commercial Fertilizer or a Certified Pest Control Operator or an employee with an ID card working under the supervision of a CPCO.

Contractor agrees to screen all crew members for criminal background. Also, contractor agrees to follow all INS guidelines for hiring and to maintain an I-9 and other required documents on each employee.

Holidays observed that do not require staffing include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, and any other day agreed to by CDD Management. Normal working hours are from 7:00 AM until 7:00 PM. No power equipment will be operated near homes before 9:00 AM. Efforts will be made such that ALL work performed around the Amenity Areas and pool area is to be completed prior to busy attendance hours. Saturdays will be made available for makeup work due to inclement weather from 8:00 AM until 5 PM.

Component "B" – Turf Care Program - Fertilization and Pest Control

Application Maintenance Information

All hardscape surfaces are to be blown off immediately following a fertilizer application to prevent staining.

The irrigation system will be fully operational prior to any fertilizer application.

Soils shall be tested at a reliable testing facility once per year to monitor for pH, Nematodes, and other relevant factors based on turf types.Take All Root Rot and chemical make-up. The results will be provided to management along with the contractor's recommendation as to any changes in the turf care program based on these results.

St. Augustine

Application Schedule – Minimum schedule, if more is needed it is up to the contractor to recommend.

Monthly Application schedule – St. Augustine

- January: Winter fertilization, broadleaf weed control and disease control
- March: Spring granular fertilization, broadleaf weed control, insect, and disease control
- May: Late spring heavy, 100% slow-release Nitrogen fertilization with Arena and weed Control

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- October: Heavy fall granular fertilization and broadleaf weed/disease control

Application Requirements: ST AUGUSTINE

Contractor will submit a schedule of materials to be used under this program along with application rates. The annual program will include a maximum of 4 lbs. of N/1000 square feet with a minimum of 50% slow release and a high Potassium blend in the fall fertilization to promote root development unless soil samples indicate the presence of sufficient Potassium. The winter liquid fertilization should contain a maximum of .5lbs of N/1000 square feet.

BAHIA – Where Applicable (Irrigated areas only)

Application Schedule - Minimum schedule, if more is needed it is up to the contractor to recommend.

Monthly Application Schedule - Bahia

- March: Complete liquid fertilizer and broadleaf weed control to include blanket pre-emergent herbicide application.
- June: Chelated Iron application and Mole Cricket control.
- October: Complete liquid fertilizer and broadleaf weed control to include blanket pre-emergent.

Application Requirements: BAHIA

Contractor will submit a schedule of materials to be used under this program along with application rates. Annual program will include a minimum of 2 lbs. of N/1000 square feet with a minimum of 30% slow release and a high Potassium blend in the late summer fertilization to promote root development unless soil samples indicate the presence of sufficient potassium.

Bermuda - SPORTS Field

Application Schedule – Minimum schedule, if more is needed it is up to the contractor to recommend.

- January:Liquid or granular Fertilization - Disease & Insect Control
- February:Liquid or granular Fertilization
- March: Core Aeration
- April: Liquid or granular Fertilization Sedge & Broadleaf Weed Control/Disease & Insect Control
- June: Disease & Insect Control as needed.
- July: Liquid or granular Fertilization
- August: Sedge & Broadleaf Weed Control/Disease & Insect Control
- September: Liquid or granular Fertilization
- October: Disease & Insect Control
- December: Liquid or granular Fertilization

Bermuda - Standard

Application Schedule – Minimum schedule, if more is needed it is up to the contractor to recommend.

- January:Liquid or granular Fertilization - Disease & Insect Control
- March: Spring Granular fertilization with broadleaf weed control, insect and disease control
- May: Slow release with Weed Control
- July: Slow Release (Nitrogen) with insect and weed control
- October: Liquid or Granular and Disease & Insect Control

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Application Requirements: BERMUDA

All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.

Zoysia

Application Schedule - Minimum schedule, if more is needed it is up to the contractor to recommend.

Monthly Application Schedule - Zoysia

- January: IPM spot treatment for weeds as necessary and inspect/treat fungal activity. February: Pre-emergent herbicide/spot treatment for weeds and fungal activity.
- March: Fertilization. Spot treat weeds and treat fungal and insect activity as necessary.
- April: Liquid Fertilization with .5lb N, with Iron, post emergent weed control, insect/disease control as necessary.
- May: Fertilization
- June: Insect/weed/disease control as necessary.
- July:Insect/weed/disease control as necessary.
- August: spot treat weeds as necessary, inspect/treat fungal activity.
- September: Liquid Fertilization with emergent weed control, insect/disease control as necessary. October: Fertilization - Weed/insect/disease control as necessary.
- November: Blanket Pre-emergent herbicide, w/Liquid Iron. Spot treat weeds and inspect/treat fungal activity.
- December: Blanket potash - weeds as necessary, inspect/treat fungal activity.

Application Requirements: ZOYSIA

All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of grasses are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.

General

Insect/Disease Control - ALL TURF

The reduction of irrigation water during the winter season will dramatically reduce the potential for fungus/disease problems. Contractor will be responsible for managing settings of irrigation timers and should always have the irrigation times adjusted and set appropriately based on turf type and season.

Supplemental insecticide applications will be provided by the contractor when the contractor identifies a need for supplemental programs in order to control pests.

Contractor will provide recommendations for TopChoice applications when needed. They will also keep ant bait treatment on mowers or detail vehicles for spot treatment. Ants should be treated near any walking or amenity areas or common use areas such as parks.

Weed Control - ALL TURF

Weed control will be limited to the broadleaf variety and sedge type grasses under this program.

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Contractor shall alert management of outbreaks of Crabgrass, wild Bermuda, Alexander and Dove grasses. Failure to do so will make the contractor liable for resulting turf loss. Supplemental insecticide applications will be provided in addition to the normal preventive program as needed to provide control.

Warranty - ALL TURF

If the grass covered under this turf care program dies due to insect infestation, disease or improper fertilizer application, the affected grass will be replaced at no charge. The contractor will not be held responsible for turf loss due to conditions beyond their control. This includes nematodes, diseases such as Take-All Root Rot and weeds such as Crabgrass which are untreatable with currently available chemicals, high traffic areas, drainage problems, or acts of God. In the event these conditions exist, the contractor is responsible to employ whatever cultural practices can be reasonably performed to extend the life of the affected material.

Component "C" – Tree/Shrub Care Program

Application Schedule – Trees and Shrubs

Monthly Application Schedule -

- March/April: Insect/disease control/fertilization. May/June: Insect/disease control as needed.
- July/August: Minor nutrient blend with insect/disease control.
- October: Disease control as needed December. Insect/disease control/fertilization as needed.

Application Requirements: Fertilization

Contractor will submit a schedule of materials to be used under this program along with application rates. Fertilizers selected must be appropriate for the plant material to be fertilized such as an acid forming fertilizer for Azaleas which require a lower soil pH.

Contractor will submit a schedule of materials to be used under this program along with application rates. Annual program will include a minimum of 50% slow-release Nitrogen and a high Potassium blend in the fall fertilization to promote root development unless soil sample results indicate the presence of sufficient Potassium.

All fertilizers utilized under this program are to be custom blended with a balanced nutrient package. A complete minor and trace element package will be included with each application to ensure that all the requirements of plant material are met. If soil samples indicate a high pH, all fertilizers utilized will be Sulphur coated products.

This program covers all fertility requirements on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 35'. All native trees or transplanted trees over 35' in overall height will require special consideration and are therefore excluded from this program.

There will be a deep root feeding on an as needed basis to establish newly planted trees. Fertilizer will be distributed evenly under the drip zone of each plant. Special care will be taken not to "clump" fertilizer neither at the base nor in the crown of plants.

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The irrigation system will be fully operational prior to any fertilizer application.

Soil testing will be carried out when needed at contractors' recommendation. Any changes to the fertilization schedule, products used, or techniques will be discussed with CDD management and agreed to by CDD management.

Insect/Disease Control

Insect and disease control is intended to mean a thorough inspection of all plantings for the presence of insect or disease activity and the appropriate treatment applied. All insect and disease infestations require follow-up applications for control and are included in this program.

Contractor is responsible for the continuous monitoring for the presence of damaging insects or disease. Any problems noted between regularly scheduled visits will be treated as a service call and responded to within 48 hours. Service calls due to active infestations are included in this program.

This program covers all disease and insect activity on all existing shrubs and palms, as well as all newly installed shrubs, trees, and palms up to 35'. All native trees or transplanted trees over 35' in overall height will require special consideration and are therefore excluded from this program.

Contractor will be required to apply all pesticides in accordance with labeled directions including the use of any Personal Protective Equipment.

Specialty Palms

Considering the investment in Specialty Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Senegal Date etc.), contractor will include in their proposed Tree/Shrub program, a comprehensive quarterly fertilization and root/bud Drench and or OTC Injections for potential disease and infestation. Only those treatments relevant to the variety of palm should be included.

When applicable, the contractor will monitor site tubes that have been installed to monitor ground water build up around the root ball of specimen palms to de-water them as necessary.

Warranty

If a plant or tree dies from insect or disease damage while under this Tree/Shrub Care Program, it will be replaced with one that is reasonably available by the contractor if it is reasonably decided to be from negligence by the contractor determined by CDD management. Exclusions to this warranty would be Acts of God, along with pre- existing conditions, i.e. soil contamination or poor drainage, nematodes, borers, locusts and insects such as Asian Cycad Scale. Also excluded are diseases such as Verticillium and Fusarium Wilt, TPDD, Lethal Bronzing, Entomosporium Leaf Spot Fungus and Downey Mildew that are untreatable with currently available chemicals. In the event these conditions exist, the contractor is responsible to promptly report any detection to the CDD representative.

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Component "D" – Irrigation Maintenance

Frequency of Service

Contractor will perform the following itemized services under "Specifications" on a monthly basis completing 25% of the inspection each week. The irrigation inspection should be performed during the same week(s) each month. Repairs under $500 should be carried out each month with just verbal confirmation. Anything over $500 requires written approval.

Specifications

- Activate each zone of the system.
- Visually check for any damaged heads or heads needing repair.
- Visually check all landscape areas irrigated with Netafim drip lines to ensure proper water flow and pressure.
- Clean filters located at each zone valve monthly if applicable. Clean, straighten or adjust any heads not functioning properly.
- Straighten, re-attach to bracing and touch up paint on riser heads as needed. Report any valve or valve box that may be damaged in any way.
- Leave areas in which repairs or adjustments are made free of debris.
- Adjust controllers to the watering needs as dictated by weather conditions, seasonal requirements, and water management district restrictions including adjusting of rain sensors.
- Contractor will provide a written report of the findings by zone.
- Repairs that become necessary and that are over and above the routine monthly inspections will be done on a time and material basis. Hourly irrigation repair rates will be defined in the overall landscape maintenance contract.
- Request for authorization must be submitted to the CDD representative for approval. A description of the problem, its location and estimated cost should be included. All repairs must be approved by the CDD representative prior to initiating any work. It is up to CDD management's discretion to allow the contractor to proceed with repairs at an agreed threshold without prior approval.

Service Calls

Service Calls required between scheduled visits will be billed on a time and material basis at the rates extra pricing rates.

When not an emergency, request for authorization must be submitted in written form to the CDD representative for approval. A description of the problem, its location and estimated cost should be included. All repairs must be approved by the CDD representative prior to initiating any work.

Contractor will pay special attention during irrigation (IMC) maintenance inspections to ensure that sprinkler heads are positioned so that water does not spray directly onto buildings, windows, or parking areas.

Contractor will be held responsible for any accident that arises from the over spray of water on hard surfaces if it is determined that the contractor was negligent in performing monthly irrigation maintenance.

Damage resulting from contractor's crews working on the property (i.e., mower and edger cuts) will be repaired at no charge to the CDD within 24 hours of being detected.

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Contractor shall not be held responsible for any system failure caused by lightning, construction work, pre-existing conditions, freeze or other acts of God.

Contractor shall not be held responsible for damage to the landscape caused by mandatory water restrictions placed on the property by the governing water management district.

Contractor will visually inspect the irrigation system weekly while performing routine maintenance.
Contractor will provide a 24 hour "Emergency" number for irrigation repairs.
Contractor shall take all required readings from meters or at pump stations as required and work with the CDD representative to file all quarterly and/or semi-annual reports to the Water Management District.

Component "E" – Additional Services

To be priced separately but as part of the landscape contract. These services are subject to bids at management's discretion at any point.

Note: Additional services work is to be considered as a supplement of the overall Landscape Maintenance contract. All Special Services work is to be performed by supplemental crews. CDD management can bid out these services at their discretion and work is to be completed according to this scope, or as CDD Management agrees. In addition, contractors should and are expected to recommend when they believe these services should be carried out in their bid documents. Additionally, all "Additional Services" will be billed in the month they are performed as a separate line item on that month's invoice. Additional services costs will not be spread out across the full annual contract.

E. 1 - Bedding Plants – Annuals (If Applicable)

The nature and purpose of "Flower Beds" is to draw attention to the display. The highest level of attention should be placed on their on-going care.

Schedule

The most appropriate seasonal annuals will be used. A standard yearly rotation includes but is not limited to: All flower beds on the property will be changed out four (4) times per year during the months of January, April, July, and October. Changes to the amounts of annuals, rotations timing, or date of installation can be made at CDD management discretion.

Contractor recognizes that flower beds are intended to highlight and beautify high profile areas and should be selected for color, profusion, and display.

All newly planted beds will have a minimum of 50% of the plants in bloom at the time of installation and they shall be 4 ½" individual pots.

Contractor will obtain prior approval of plant selection from the CDD representative 2 weeks before installation.

Installation

Plants are to be installed utilizing a triangular spacing of 9" O.C. between plants.

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Annually, prior to the Spring change out, existing soil will be removed to a depth of 6" in all annual beds and replaced with a clean growing medium composed of 60% peat and 40% fine aged Pine Bark.

All beds will be cleaned, and hand or machine cultivated to a depth of 6" prior to the installation of new plants.

Create a 2" trench where the edge of the bed is adjacent to turf or hardscape.

A granular time-release fertilizer and a granular systemic fungicide will be incorporated into the bedding soil at the time of installation.

All beds should be covered with 1" layer of Pine bark Fines after planting.

Follow-up applications of fertilizer, fungicide and insecticide are provided as needed.

Annuals that require replacement due to over-irrigation or under-irrigation will be replaced immediately by contractor without charge to the CDD.

Maintenance

Flower beds unique to the property will be reviewed daily or at each service visit for the following:

Removal of all litter and debris.
Beds are to remain weed – free at all times.
All declining blooms are to be removed immediately.
Inspect for the presence of insect or disease activity and treat immediately.

Seed heads are to be removed from plants as soon as they appear. "Pinching" of certain varieties weekly is to be a part of the on-going maintenance as well. Frequent "pinching" will result in healthier, more compact plants.

Prolific bloomers such as Salvia require that 10% to 20% of healthy blooms are to be removed weekly.
Pre-emergent herbicides are not to be used in annual beds.
Contractor guarantees the survivability and performance of all annual plantings for a period of 90 days. Any plant that fails to perform during this period will be immediately replaced at the contractor's expense.

Warranty
Any bedding plant that dies due to insect damage or disease will be replaced under warranty.
Exclusions to this warranty would be freeze, theft, or vandalism.

E.2 - Bed Dressing

Application of designated mulching to community bed spaces.

Schedule
Mulching will be carried out atleast once per year. However in many cases the mulch application will be divided into one heavy application in Spring and one lighter application in the fall. The most desirable months are May and Early November. Mulch will be priced "per yard". Application will be

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completed within a two-week time period.

Installation

Prior to application, areas will be prepared by removing all foreign debris and establishing a defined, uniform edge to all bed and tree rings as well as a 1" to 2" deep trench along all hardscape surfaces to include equipment pads, in order to hold the mulch in place. Bed dressing should be installed in weed free beds that have been properly edged and prepared.

Bed Dressing should be installed to maintain a 2" thickness in all bed areas, including tree rings in lawn areas and maintenance strips unless otherwise directed by the CDD representative. Some areas will require more mulch than others. Focal areas are to be prioritized. If at any point the application does not allow enough yards to maintain 2-inch depth across beds, then an additional proposal will be created by the contractor for the additional needed yards.

E.3 - Palm Trimming Schedule

Specimen Date Palms such as Phoenix varieties (i.e. Dactylifera, Sylvester, Senegal Date,etc.) in excess of 15' will be trimmed at least once per year in May.. All vegetation will be removed from their trunk. Any palm nuts and loose or excessive boots will be removed and/or cross cut during this process. Contractor will monitor for disease and recommend treatment if necessary Full Debooting is a separate billable job.

All palms less than 15' will be trimmed as needed by the detail crew during the regular detail rotation as outlined in General Services.

All palms in excess 15' will be trimmed at least once per year in the month of May. Any additional trimmings can be added at the discretion of the board or management and will be done at the same cost and rate as the proposed may trimming. This is why per palm costs is to be included in the fee summary.

Trimming shall include removal of all dead fronds, loose boots and seed stalks.

Trim palms so that the lowest remaining fronds are left at a ten and two o'clock profile or nine and three o'clock at the discretion of management. "Hurricane" cuts are only to be done at the direction of the CDD representative.

When trimming, cut the frond close to the trunk without leaving "stubs".

It is imperative that the contractor use clean and sanitized tools, sanitizing their tools thoroughly from tree to tree.

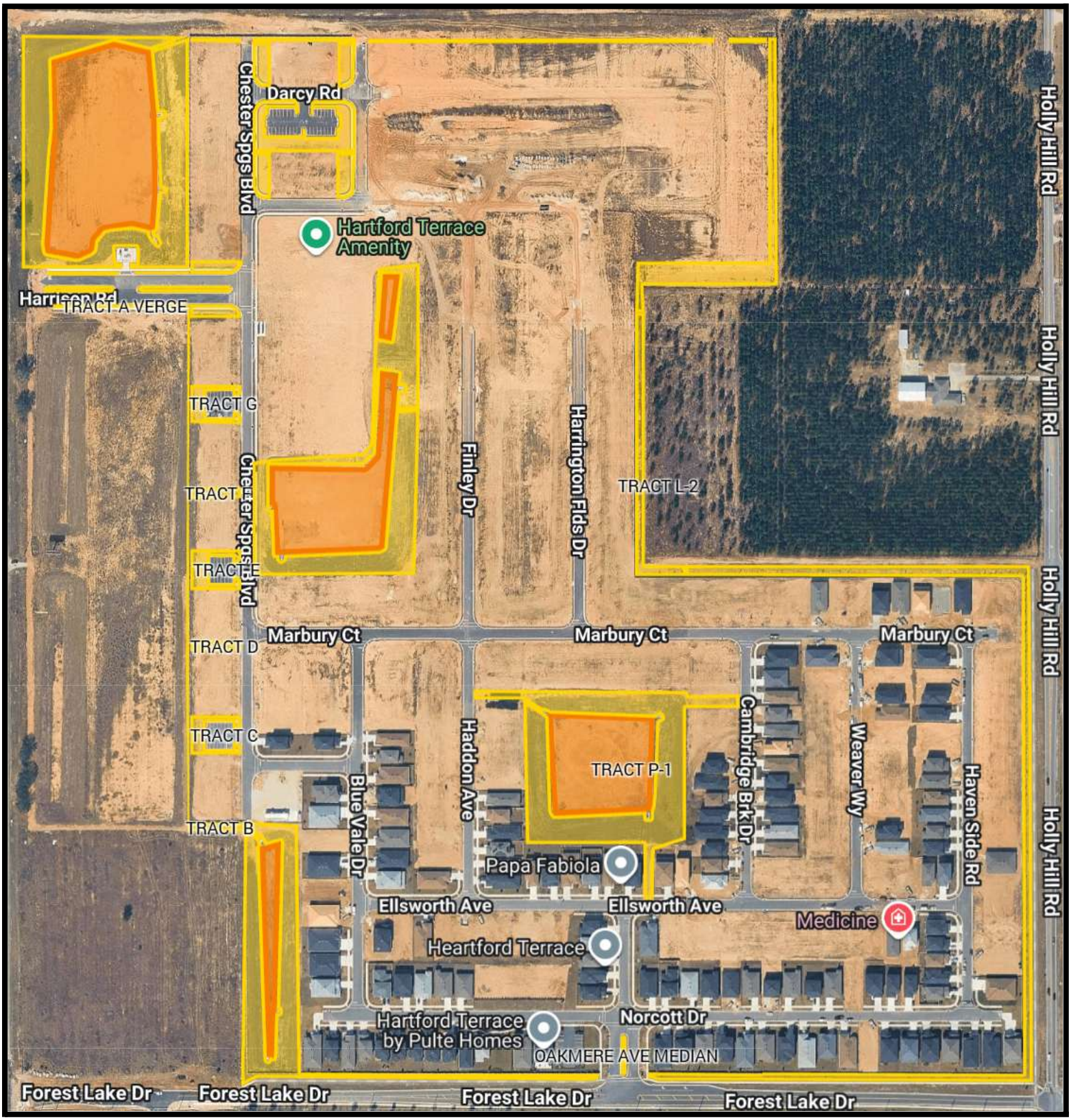
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Exhibit B: Landscape Area Map

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HARTFORD TERRACE CDD FY2027 LANDSCAPE MAINTENANCE MAP



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Exhibit C: Fee Summary

Docusign Envelope ID: AA618715-6A25-83C1-80E3-FE507457C327

Hartford Terrace Community Development District Landscape Fee Summary

Contractor: Prince and Sons, Inc.

Address: 200 South F Street
Haines City, FL 33844
Phone: (863) 422-5207
Fax:
Contact:
Email: lmartin@princeandsonsinc.com

Property: Hartford Terrace CDD

Address: 219 E Livingston ST
Orlando, FL 32801
Phone: 407-577-0918

Contact: Jarett Wright
Email: jwright@gmscfl.com

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
Turf Maintenance and Detailing (Component A) - *Turf Maintenance/Detailing/Communication/Staffing*	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$5,580.00	$66,960.00
TURF CARE (Component B) Bahia/St Augustine/Zoysia													$0.00
TREE/SHRUB CARE Includes OTC if Applicable (NO OTC) (Component C) Tree/Shrub Fert/OTC/Drenching													$0.00
IRRIGATION MAINT. (Component D) *Irrigation Inspections*	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$220.00	$2,640.00
ANNUAL CHANGES - **(Component E.1)** *Per Annual Pricing: $2.50/ Flower*													$0.00
BED DRESSING - Estimate mulch yds 1 x Per Year (Component E.2) *[Mulch Type] Per Yard Pricing: $60/ Yard*								$3,600.00 *60*					$3,600.00
PALM TRIMMING 1 x Per Year (Component E.3) *Per Palm Price: $50* *Palm counts: 4*											$192.00 *4*		$192.00
TOTAL FEE PER MONTH:	$5,800.00	$5,800.00	$5,800.00	$5,800.00	$5,800.00	$5,800.00	$5,800.00	$9,400.00	$5,800.00	$5,800.00	$5,992.00	$5,800.00	$73,392
Fee Schedule with Extra Services	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	$6,116.00	
Fee Schedule Essential Services Only	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	$5,800	

Essential Services **Mowing/Detailing/Irrigation/Fert and Pest**	$69,600.00
Extra Services **Annual Changes, Palm Pruning, Mulch**	$3,792.00
TOTAL	$73,392.00

Initials_____ _____

SECTION IX

SECTION C

SECTION 1

Hartford Terrace
Community Development District

Summary of Check Register

October 2, 2026 to November 5, 2026

Fund	Date	Check No.'s		Amount
General Fund				
	10/8/2026	153-153	$	5,800.00
	10/13/2026	154-155	$	5,986.01
	10/22/2026	156-158	$	14,640.40
	10/27/2026	159-159	$	2,198.00
			$	28,624.41
		Total Amount	**$**	**28,624.41**

*** CHECK DATES 10/02/2026 - 11/05/2026 *** HARTFORD TERRACE GENERAL FUND
BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
10/08/26	00021	10/01/26	26851	202610	320-53800-46200				*	5,800.00		
			LANDSCAPE MAINT OCT26									
								PRINCE & SONS INC			5,800.00	000153
10/13/26	00004	10/01/26	82	202610	310-51300-34000				*	3,541.67		
			MANAGEMENT FEES OCT26									
		10/01/26	82	202610	310-51300-35200				*	105.00		
			WEBSITE ADMIN OCT26									
		10/01/26	82	202610	310-51300-35100				*	157.50		
			INFORMATION TECH OCT26									
		10/01/26	82	202610	310-51300-31300				*	583.33		
			DISSEMINATION SVC OCT26									
		10/01/26	82	202610	310-51300-51000				*	.06		
			OFFICE SUPPLIES									
		10/01/26	82	202610	310-51300-42000				*	1.57		
			POSTAGE									
		10/01/26	83	202610	320-53800-34000				*	1,250.00		
			FIELD MANAGEMENT OCT26									
								GOVERNMENTAL MANAGEMENT SERVICES-CF			5,639.13	000154
10/13/26	00020	9/30/26	00079092	202609	310-51300-48000				*	346.88		
			NOT FY27 MTG DATE 9/24/26									
								USA TODAY MEDIA CORP			346.88	000155
10/22/26	00014	10/14/26	1859	202610	310-51300-31302				*	750.00		
			DISCLOSURES FY27									
								DISCLOSURE TECHNOLOGY SERVICES, LLC			750.00	000156
10/22/26	00004	10/08/26	84	202610	310-51300-31700				*	5,500.00		
			ASSESSMENT ROLL CERT FY27									
								GOVERNMENTAL MANAGEMENT SERVICES-CF			5,500.00	000157
10/22/26	00011	10/12/26	4652489	202610	300-15500-10000				*	5,671.97		
			CDD DEBT 1% ADMIN FEE									
		10/12/26	4652490	202610	300-15500-10000				*	2,718.43		
			CDD MAINT 1% ADMIN FEE									
								POLK COUNTY PROPERTY APPRAISER			8,390.40	000158
10/27/26	00003	8/31/26	3795434	202607	310-51300-31500				*	1,750.00		
			GENERAL COUNSEL JUL26									
		10/20/26	3831014	202609	310-51300-31500				*	448.00		
			GENERAL COUNSEL SEPT26									
								KUTAK ROCK LLP			2,198.00	000159
									TOTAL FOR BANK A	28,624.41		

*** CHECK DATES 10/02/2026 - 11/05/2026 *** HARTFORD TERRACE GENERAL FUND
BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #

TOTAL FOR REGISTER 28,624.41

SECTION 2

Hartford Terrace

Community Development District

Unaudited Financial Reporting

September 30, 2026

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4	Debt Service Fund Series 2024
5	Debt Service Fund Series 2026
6	Capital Projects Fund Series 2024
7	Capital Projects Fund Series 2026
8	Month to Month
9	Long Term Debt Schedule
10	Assessment Receipt Schedule

Hartford Terrace

Community Development District

Combined Balance Sheet

September 30, 2026

	General Fund	Debt Service Fund	Capital Projects Fund	Totals Governmental Funds
Assets:				
Cash:				
Operating Account	$ 133,857	$ -	$ -	$ 133,857
Investments:				
Series 2024				
Reserve	$ -	$ 160,403	$ -	$ 160,403
Revenue	$ -	$ 148,532	$ -	$ 148,532
Construction	$ -	$ -	$ 12,530	$ 12,530
Series 2026				
Reserve	$ -	$ 157,670	$ -	$ 157,670
Revenue	$ -	$ 255	$ -	$ 255
Interest	$ -	$ 66,441	$ -	$ 66,441
Construction	$ -	$ -	$ 3,904	$ 3,904
Cost of Issuance	$ -	$ -	$ 110	$ 110
Assessments Receivable	$ 855	$ 1,194	$ -	$ 2,049
Due From Other	$ 292	$ -	$ -	$ 292
Prepaid Expenses	$ 10,781	$ -	$ -	$ 10,781
Total Assets	**$ 145,785**	**$ 534,495**	**$ 16,544**	**$ 696,823**
Liabilities:				
Accounts Payable	$ 6,654	$ -	$ -	$ 6,654
Total Liabilities	**$ 6,654**	**$ -**	**$ -**	**$ 6,654**
Fund Balance:				
Restricted for:				
Debt Service - Series 2024	$ -	$ 310,129	$ -	$ 310,129
Debt Service - Series 2026	$ -	$ 224,366	$ -	$ 224,366
Capital Projects - Series 2024	$ -	$ -	$ 12,530	$ 12,530
Capital Projects - Series 2026	$ -	$ -	$ 4,014	$ 4,014
Unassigned	$ 139,131	$ -	$ -	$ 139,131
Total Fund Balances	**$ 139,131**	**$ 534,495**	**$ 16,544**	**$ 690,169**
Total Liabilities & Fund Balance	$ 145,785	$ 534,495	$ 16,544	$ 696,823

Hartford Terrace

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Amended Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments - Tax Roll	$ 230,145	$ 230,145	$ 231,856	$ 1,711
Interest	$ -	$ -	$ 2,939	$ 2,939
Developer Contributions	$ 54,274	$ 54,274	$ -	$ (54,274)
Total Revenues	**$ 284,419**	**$ 284,419**	**$ 234,795**	**$ (49,624)**
Expenditures:				
General & Administrative:				
Engineering	$ 10,000	$ 10,000	$ 6,998	$ 3,002
Attorney	$ 20,000	$ 20,000	$ 7,552	$ 12,448
Annual Audit	$ 4,600	$ 4,600	$ 4,600	$ -
Assessment Administration	$ 5,000	$ 5,000	$ 5,000	$ -
Arbitrage	$ 900	$ 900	$ 900	$ -
Disclosure Software	$ 2,500	$ 2,500	$ 2,500	$ -
Dissemination	$ 7,000	$ 7,000	$ 5,150	$ 1,850
Trustee Fees	$ 9,000	$ 9,000	$ 4,246	$ 4,754
Management Fees	$ 42,500	$ 42,500	$ 42,500	$ -
Information Technology	$ 1,890	$ 1,890	$ 1,890	$ -
Website Maintenance	$ 1,260	$ 1,260	$ 1,260	$ -
Telephone	$ 300	$ 300	$ -	$ 300
Postage & Delivery	$ 1,000	$ 1,000	$ 1,066	$ (66)
Insurance	$ 6,219	$ 6,219	$ 5,732	$ 487
Printing & Binding	$ 1,000	$ 1,000	$ 43	$ 957
Legal Advertising	$ 10,000	$ 10,000	$ 4,919	$ 5,081
Other Current Charges	$ 5,000	$ 5,000	$ 709	$ 4,291
Office Supplies	$ 625	$ 625	$ 1	$ 624
Travel Per Diem	$ 660	$ 660	$ -	$ 660
Dues, Licenses & Subscriptions	$ 175	$ 175	$ 175	$ -
Total General & Administrative:	**$ 129,629**	**$ 129,629**	**$ 95,241**	**$ 34,388**

Hartford Terrace

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Amended Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Operations & Maintenance				
Field Expenditures				
Property Insurance	$ 3,500	$ 3,500	$ -	$ 3,500
Field Management	$ 15,000	$ 15,000	$ 15,000	$ -
Field Contingency	$ 7,000	$ 7,000	$ -	$ 7,000
Landscape Maintenance	$ 61,200	$ 61,200	$ -	$ 61,200
Landscape Replacement	$ 5,000	$ 5,000	$ -	$ 5,000
Streetlights	$ 23,590	$ 23,590	$ 33,506	$ (9,916)
Electric	$ 2,000	$ 2,000	$ -	$ 2,000
Water and Sewer	$ 20,000	$ 20,000	$ -	$ 20,000
Irrigation Repairs	$ 7,500	$ 7,500	$ -	$ 7,500
General Repairs and Maintenance	$ 10,000	$ 10,000	$ -	$ 10,000
Total Operations & Maintenance:	**$ 154,790**	**$ 154,790**	**$ 48,506**	**$ 106,284**
Total Expenditures	**$ 284,419**	**$ 284,419**	**$ 143,747**	**$ 140,672**
Excess (Deficiency) of Revenues over Expenditures	$ -		$ 91,048	
Fund Balance - Beginning	$ -		$ 48,083	
Fund Balance - Ending	$ -		$ 139,131	

Hartford Terrace

Community Development District
Debt Service Fund Series 2024
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Assessments - Tax Roll	$ 320,806	$ 320,806	$ 323,538	$ 2,732
Interest	$ 7,267	$ 7,267	$ 11,615	$ 4,348
Total Revenues	**$ 328,073**	**$ 328,073**	**$ 335,153**	**$ 7,080**
Expenditures:				
Series 2024				
Interest - 11/1	$ 124,853	$ 124,853	$ 124,853	$ -
Principal - 5/1	$ 70,000	$ 70,000	$ 70,000	$ -
Interest - 5/1	$ 124,853	$ 124,853	$ 124,853	$ -
Total Expenditures	$ 319,706	$ 319,706	$ 319,706	$ -
Excess (Deficiency) of Revenues over Expenditures	$ 8,366		$ 15,447	
Other Financing Sources/(Uses):				
Transfer In/(Out)	$ -	$ -	$ (5,799)	$ (5,799)
Total Other Financing Sources/(Uses)	**$ -**	**$ -**	**$ (5,799)**	**$ (5,799)**
Net Change in Fund Balance	**$ 8,366**		**$ 9,647**	
Fund Balance - Beginning	$ 138,693		$ 300,481	
Fund Balance - Ending	$ 147,059		$ 310,129	

Hartford Terrace

Community Development District
Debt Service Fund Series 2026
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues:				
Interest	$ -	$ -	$ 859	$ 859
Total Revenues	**$ -**	**$ -**	**$ 859**	**$ 859**
Expenditures:				
Series 2026				
Interest - 11/1	$ -	$ -	$ -	$ -
Principal - 5/1	$ -	$ -	$ -	$ -
Interest - 5/1	$ -	$ -	$ -	$ -
Total Expenditures	$ -	$ -	$ -	$ -
Excess (Deficiency) of Revenues over Expenditures	$ -		$ 859	
Other Financing Sources/(Uses):				
Bond Proceeds	$ -	$ -	$ 224,111	$ 224,111
Transfer In/(Out)	$ -	$ -	$ (604)	$ (604)
Total Other Financing Sources/(Uses)	**$ -**	**$ -**	**$ 223,507**	**$ 223,507**
Net Change in Fund Balance	**$ -**		**$ 224,366**	
Fund Balance - Beginning	$ -		$ -	
Fund Balance - Ending	$ -		$ 224,366	

Hartford Terrace

Community Development District

Capital Projects Fund Series 2024

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues				
Interest	$ -	$ -	$ 337	$ 337
Total Revenues	**$ -**	**$ -**	**$ 337**	**$ 337**
Expenditures:				
Capital Outlay	$ -	$ -	$ -	$ -
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
Excess (Deficiency) of Revenues over Expenditures	**$ -**		**$ 337**	
Other Financing Sources/(Uses)				
Transfer In/(Out)	$ -	$ -	$ 5,799	$ 5,799
Total Other Financing Sources (Uses)	**$ -**	**$ -**	**$ 5,799**	**$ 5,799**
Net Change in Fund Balance	**$ -**		**$ 6,136**	
Fund Balance - Beginning			$ 6,394	
Fund Balance - Ending			$ 12,530	

Hartford Terrace

Community Development District

Capital Projects Fund Series 2026

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2026

	Adopted Budget	Prorated Budget Thru 09/30/26	Actual Thru 09/30/26	Variance
Revenues				
Interest	$ -	$ -	$ 13	$ 13
Total Revenues	**$ -**	**$ -**	**$ 13**	**$ 13**
Expenditures:				
Capital Outlay	$ -	$ -	$ 4,126,442	$ (4,126,442)
Capital Outlay -COI	$ -	$ -	$ 296,050	$ (296,050)
Total Expenditures	**$ -**	**$ -**	**$ 4,422,492**	**$ (4,422,492)**
Excess (Deficiency) of Revenues over Expenditures	**$ -**		**$ (4,422,479)**	
Other Financing Sources/(Uses)				
Bond Proceeds	$ -	$ -	$ 4,425,889	$ 4,425,889
Transfer In/(Out)	$ -	$ -	$ 604	$ 604
Total Other Financing Sources (Uses)	**$ -**	**$ -**	**$ 4,426,493**	**$ 4,426,493**
Net Change in Fund Balance	**$ -**		**$ 4,014**	
Fund Balance - Beginning			$ -	
Fund Balance - Ending			$ 4,014	

Hartford Terrace

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments - Tax Roll	$ (2,472)	$ 7,236	$ 213,727	$ 2,245	$ 1,635	$ 4,956	$ 6	$ 889	$ 2,765	$ 14	$ -	$ 855	$ 231,856
Interest	$ -	$ -	$ 1	$ 418	$ 331	$ 368	$ 346	$ 332	$ 313	$ 305	$ 278	$ 250	$ 2,939
Total Revenues	**$ (2,472)**	**$ 7,236**	**$ 213,728**	**$ 2,663**	**$ 1,966**	**$ 5,323**	**$ 351**	**$ 1,221**	**$ 3,078**	**$ 319**	**$ 278**	**$ 1,105**	**$ 234,795**
Expenditures:													
General & Administrative:													
Engineering	$ -	$ 5,053	$ 1,945	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,998
Attorney	$ 256	$ 240	$ 216	$ 188	$ 448	$ 737	$ 2,288	$ 160	$ 519	$ 1,750	$ 303	$ 448	$ 7,552
Annual Audit	$ -	$ -	$ -	$ -	$ -	$ 4,600	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,600
Assessment Administration	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000
Arbitrage	$ -	$ -	$ 450	$ -	$ -	$ -	$ -	$ -	$ 450	$ -	$ -	$ -	$ 900
Disclosure Software	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
Dissemination	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 429	$ 5,150
Trustee Fees	$ 2,831	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,415	$ -	$ -	$ -	$ 4,246
Management Fees	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 3,542	$ 42,500
Information Technology	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 158	$ 1,890
Website Maintenance	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 105	$ 1,260
Telephone	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Postage & Delivery	$ 24	$ 37	$ 22	$ 209	$ 4	$ 31	$ 1	$ 37	$ 599	$ 16	$ 87	$ 1	$ 1,066
Insurance	$ 5,732	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,732
Printing & Binding	$ -	$ -	$ -	$ -	$ -	$ -	$ 4	$ 8	$ -	$ -	$ 31	$ -	$ 43
Legal Advertising	$ -	$ -	$ -	$ -	$ -	$ -	$ 323	$ -	$ 3,845	$ 404	$ -	$ 347	$ 4,919
Other Current Charges	$ 23	$ 37	$ 45	$ 41	$ 39	$ 39	$ 39	$ 139	$ 39	$ 40	$ 189	$ 39	$ 709
Office Supplies	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 1
Travel Per Diem	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Dues, Licenses & Subscriptions	$ 175	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 175
Total General & Administrative	**$ 20,774**	**$ 9,600**	**$ 6,911**	**$ 4,672**	**$ 4,724**	**$ 9,640**	**$ 6,888**	**$ 4,577**	**$ 11,100**	**$ 6,443**	**$ 4,844**	**$ 5,068**	**$ 95,241**
Operations & Maintenance													
Field Expenditures													
Property Insurance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Field Management	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 15,000
Field Contingency	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Landscape Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Landscape Replacement	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Streetlights	$ 4,761	$ 2,380	$ 2,235	$ 2,188	$ 2,188	$ 2,188	$ 2,188	$ 2,180	$ 2,180	$ 2,817	$ 4,092	$ 4,109	$ 33,506
Electric	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water and Sewer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Irrigation Repairs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Repairs and Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Operations & Maintenance	**$ 6,011**	**$ 3,630**	**$ 3,485**	**$ 3,438**	**$ 3,438**	**$ 3,438**	**$ 3,438**	**$ 3,430**	**$ 3,430**	**$ 4,067**	**$ 5,342**	**$ 5,359**	**$ 48,506**
Total Expenditures	**$ 26,785**	**$ 13,230**	**$ 10,395**	**$ 8,110**	**$ 8,162**	**$ 13,078**	**$ 10,327**	**$ 8,007**	**$ 14,530**	**$ 10,510**	**$ 10,186**	**$ 10,427**	**$ 143,747**
Net Change in Fund Balance	**$ (29,257)**	**$ (5,995)**	**$ 203,333**	**$ (5,447)**	**$ (6,196)**	**$ (7,755)**	**$ (9,975)**	**$ (6,786)**	**$ (11,452)**	**$ (10,192)**	**$ (9,908)**	**$ (9,322)**	**$ 91,048**

Hartford Terrace

Community Development District

Long Term Debt Report

SERIES 2024, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	4.500%, 5.375%, 5.625%	
MATURITY DATE:	5/1/2054	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	$160,403	
RESERVE FUND BALANCE	$160,403	
BONDS OUTSTANDING - 5/22/24		$4,675,000
LESS: Principal Payment - 05/01/25		($65,000)
LESS: Principal Payment - 05/01/26		($70,000)
CURRENT BONDS OUTSTANDING		**$4,540,000**

SERIES 2026, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	4.350%, 5.200%, 5.600%	
MATURITY DATE:	5/1/2056	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	$157,670	
RESERVE FUND BALANCE	$157,670	
BONDS OUTSTANDING - 7/15/26		$4,650,000
CURRENT BONDS OUTSTANDING		**$4,650,000**

Hartford Terrace

COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Receipts

Fiscal Year 2026

ON ROLL ASSESSMENTS

Gross Assessments	$ 247,187.48	$ 344,952.65	$ 592,140.13
Net Assessments	$ 229,884.36	$ 320,805.96	$ 550,690.32
	42%	58%	100%

Date	*Distribution*	*Gross Amount*	*Discount/Penalty*	*Commission*	*Interest*	*Net Receipts*	*General Fund*	*2024 Debt Service*	*Total*
11/21/2025	ACH	$12,095.30	($483.82)	($232.23)	$0.00	$11,379.25	$4,750.24	$6,629.01	$11,379.25
11/26/2025	ACH	$6,328.23	($253.17)	($121.50)	$0.00	$5,953.56	$2,485.30	$3,468.26	$5,953.56
11/26/2025	1% Fee Adj	($5,921.40)	$0.00	$0.00	$0.00	($5,921.40)	($2,471.87)	($3,449.53)	($5,921.40)
12/8/2025	ACH	$24,892.05	($995.74)	($477.93)	$0.00	$23,418.38	$9,775.95	$13,642.43	$23,418.38
12/19/2025	ACH	$206,456.78	($8,258.38)	($3,963.97)	$0.00	$194,234.43	$81,082.70	$113,151.73	$194,234.43
12/31/2025	ACH	$312,836.03	($12,495.66)	($6,006.81)	$0.00	$294,333.56	$122,868.84	$171,464.72	$294,333.56
1/9/2026	ACH	$4,639.69	($142.03)	($89.95)	$0.00	$4,407.71	$1,839.99	$2,567.72	$4,407.71
1/29/2026	ACH	$0.00	$0.00	$0.00	$970.19	$970.19	$405.00	$565.19	$970.19
2/12/2026	ACH	$4,078.53	($81.58)	($79.94)	$0.00	$3,917.01	$1,635.15	$2,281.86	$3,917.01
3/13/2026	ACH	$12,113.26	$0.00	($242.27)	$0.00	$11,870.99	$4,955.52	$6,915.47	$11,870.99
4/30/2026	ACH	$0.00	$0.00	$0.00	$3.97	$3.97	$1.66	$2.31	$3.97
4/30/2026	ACH	$0.00	$0.00	$0.00	$9.65	$9.65	$4.03	$5.62	$9.65
5/13/2026	ACH	$2,172.69	$0.00	($43.45)	$0.00	$2,129.24	$888.85	$1,240.39	$2,129.24
6/24/2026	ACH	$6,759.59	$0.00	($135.19)	$0.00	$6,624.40	$2,765.34	$3,859.06	$6,624.40
7/31/2026	ACH	$0.00	$0.00	$0.00	$14.18	$14.18	$14.18	$0.00	$14.18
11/2/2026	Excess	$2,048.86	$0.00	$0.00	$0.00	$2,048.86	$855.29	$1,193.57	$2,048.86
	Total	$ 588,499.61	$ (22,710.38)	$ (11,393.24)	$ 997.99	$ 555,393.98	$ 231,856.17	$ 323,537.81	$ 555,393.98

100.85%	Net Percent Collected
0	Balance Remaining to Collect

SECTION D

HARTFORD TERRACE CDD

Field Manager Report

NOVEMBER 19, 2026

Board of Supervisors Meeting

Jarett Wright

GMS-CFL Field Services

Site inspection: November 12, 2026



Completed items



Maintenance responsibilities

The CDD assumed full maintenance of all CDD tracts effective October 1, 2026, including landscaping and Phase 1 pond discing.

Completed status recorded October 31.

North-side bush hogging

Bush hogging was conducted on the north side of the property to allow for ongoing maintenance.

Source: supplied Action Item List, p. 1; Field Manager bush-hogging update and supplied photo.

Fence repairs & leaning streetlight



Vinyl fence repairs

IN PROGRESS - GMS STAFF

Minor repairs are being scheduled to correct top-rail positioning along Holly Hill Road.



Leaning streetlight

PENDING - UTILITY PROVIDER

Leaning light poles are being reported to the utility provider for repair.

Source: supplied Action Item List, p. 1; supplied fence and streetlight photographs.

Pond discing pricing



PENDING

All phases

Pricing is being gathered from Toole's Tractor Services and Prince & Sons for bi-monthly pond discing across all phases.

Pricing will be available for Board review at the next meeting.

Source: supplied Action Item List, p. 1; supplied retention-pond photograph.

Monument lettering repairs



PENDING - GMS STAFF

Paint deterioration

Monument lettering is chipped and faded.

Recommend repainting with direct-to-metal, corrosion- and rust-resistant paint to improve appearance.

Source: supplied Action Item List, p. 1; supplied monument-lettering photograph.

Main entrance landscape & irrigation



01 Ornamental grasses

Trim ornamental grasses at the main entrance.



02 Dead palm

Provide a proposal to replace the dead palm at the main entrance.



03 Irrigation boxes

Provide pricing to replace two broken irrigation boxes and install sod.

Source: November 12, 2026 Site Inspection, pp. 1-3. Issues 2 and 3 request proposals.

Landscape bed & plant replacements



04 Soil & mulch

Quote removal of 3 inches of soil and mulch installation in the identified area.



05 Plant material

Provide a proposal to replace damaged plant material.



06 Holly Hill Road oak

Provide a proposal to replace the oak tree on Holly Hill Road.

Source: November 12, 2026 Site Inspection, pp. 3-5. Proposals requested for all three items.

Holly Hill Road grading & ant treatment



07 Grading & sod installation

Provide a proposal for grading and sod installation along Holly Hill Road.



08 Ant treatment

Provide pricing for ant treatment service along Holly Hill Road.

Source: November 12, 2026 Site Inspection, pp. 5-6. Proposals requested for both items.

Retention pond maintenance





Proposal scope: all CDD retention ponds

Obtain pricing for discing all CDD retention ponds. The two inspection entries describe the same requested scope.

Source: November 12, 2026 Site Inspection, pp. 7-8. Both entries request pond discing proposals.

Palm replacement & pruning



11 Dead palm replacement

4822 Finley Drive

Provide a proposal to replace the dead palm.



12 Palm pruning & ties

3951 Marbury Court

Provide a proposal to trim the palms and remove ties from the palm fronds.

Source: November 12, 2026 Site Inspection, pp. 8-9. Proposals requested for both items.