

# Holly Hill Road East Community Development District

12051 Corporate Boulevard, Orlando, FL 32817; 407-723-5900

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

The following is the proposed agenda for the meeting of the Board of Supervisors for the Holly Hill Road East Community Development District, scheduled to be held **Wednesday, May 15, 2019 at 10:00 a.m. at the Offices of Cassidy Homes, 346 East Central Ave., Winter Haven, FL 33880.** Questions or comments on the Board Meeting or proposed agenda may be addressed to Jane Gaarlandt at [gaarlandtj@pfm.com](mailto:gaarlandtj@pfm.com) or (407) 723-5900. As always, the personal attendance of three (3) Board Members will be required to constitute a quorum.

If you would like to attend the Board Meeting by phone, you may do so by dialing:

Phone: **1-866-546-3377** Participant Code: **964985**

## **PROPOSED BOARD OF SUPERVISORS' MEETING AGENDA**

### **Administrative Matters**

- Roll Call to Confirm Quorum
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*
- 1. **Consideration of Resignation from the Board of Supervisors from John Mazuchowski**
- 2. **Consideration of the Minutes of the April 17, 2019 Board of Supervisors Meeting** *(provided under separate cover)*

### **Business Matters**

- 3. **Public Hearing on the Adoption of Amenity Facilities Policies**
  - o Public Comments and Testimony
  - o Board Comments
  - o **Resolution 2019-12, Adopting the Amenity Facilities Policies** *(provided under separate cover)*
- 4. **Consideration of Resolution 2019-13, Approving a Proposed Budget for Fiscal Year 2019-2020 and Setting a Public Hearing Date Thereon** *[suggested date: 7/17/19] (provided under separate cover)*
- 5. **Consideration of the Contract Agreement between the District and Polk County Property Appraiser**
- 6. **Consideration of Second Amendment to the Landscape Maintenance Services Agreement between the District and Creative Association Services, Inc.** *(provided under separate cover)*
- 7. **Consideration of Pool Maintenance Proposal(s)**
- 8. **Consideration of Janitorial Services Proposal(s)**
- 9. **Ratification of Payment Authorization Nos. 68 – 70**
- 10. **Review of Monthly Financials**

### **Other Business**

- 11. **Staff Reports**
  - District Counsel
  - Interim Engineer
  - District Manager
  - Polk County Supervisor of Election – Number of Registered Voters - 22

**Supervisor Requests and Audience Comments**

**Adjournment**





# **Holly Hill Road East Community Development District**

**Resignation from the Board of Supervisors from  
John Mazuchowski**

April 17, 2019

Holly Hill Road East Community Development District  
c/o PFM Group Consulting LLC, District Manager  
12051 Corporate Blvd  
Orlando, Florida 32817

To whom it may concern:

This is my written resignation from the Board of Supervisors of the Holly Hill Road East Community Development District effective April 17, 2019.

Please accept my resignation and feel free to contact me with any questions.

Sincerely,

A handwritten signature in blue ink that reads "John Mazuchowski". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent. Below the signature, the name "John Mazuchowski" is printed in a standard black font.

John Mazuchowski



# **Holly Hill Road East Community Development District**

## **Minutes**

*(provided under separate cover)*



**Holly Hill Road East  
Community Development District**

**Resolution 2019-12**

*(provided under separate cover)*





**Holly Hill Road East  
Community Development District**

**Resolution 2019-13**

*(provided under separate cover)*



**Holly Hill Road East  
Community Development District**

**Contract Agreement between the District and  
Polk County Property Appraiser**

## CONTRACT AGREEMENT

This Agreement made and entered into on Friday, December 07, 2018 by and between the Holly Hill Road East Community Development District, a local unit of special purpose government of the State of Florida hereinafter referred to as the 'Special District', and Marsha M. Faux, Polk County Property Appraiser, a Constitutional Officer of the State of Florida, whose address is 255 North Wilson Ave., Barrow, FL 33830, hereinafter referred to as the 'Property Appraiser'.

1. Section 197.3632 Florida Statutes, provides that special assessments of non-ad valorem taxes levied by the Special District may be included in the assessment rolls of the County and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser. Pursuant to that option, the Property Appraiser and the Special District shall enter into an agreement providing for reimbursement to the Property Appraiser of administrative costs, including costs of inception and maintenance, incurred as a result of such inclusion.
2. The parties herein agree that, for the 2019 tax year assessment roll, the Property Appraiser will include on the assessment rolls such special assessments as are certified to her by the Holly Hill Road East Community Development District.
3. The term of this Agreement shall commence on January 1, 2019 and shall run until December 31, 2019, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew.
4. The Special District shall meet all relevant requirements of Section 197.3632 & 190.021 Florida Statutes.
5. The Special District shall furnish the Property Appraiser with up-to-date data concerning its boundaries and proposed assessments, and other information as requested by the Property Appraiser to facilitate in administering the non-ad valorem assessment in question. Specifically, the Special District shall provide **proposed assessments no later than Friday, July 19, 2019**, for inclusion on the 2019 TRIM notice which is statutorily mailed within 55 days of July 1. The Special District's assessments shall, as far as practicable, be uniform (e.g. one uniform assessment for maintenance, etc.) to facilitate the making of the assessments by the mass data techniques utilized by the Property Appraiser.
6. The Special District shall certify to the Property Appraiser the Special District's annual installment and levy **no later than Friday, September 13, 2019**. The Property Appraiser shall, using the information provided by the Special District, place the Special District's non ad-valorem special assessments on properties within the district for inclusion on the 2019 tax roll.
7. The Property Appraiser shall be compensated by the Special District for the administrative costs incurred in carrying out this Agreement at the rate of 1% of the amount levied on the TRIM Notice. The Property Appraiser will require **payment on or before Friday, September 13, 2019** for processing within the Property Appraiser budget year (October 1st – September 30th).
8. If the actual costs of performing the services under this agreement exceed the compensation provided for in Paragraph 7, the amount of compensation shall be the actual costs of performing the services under this agreement.
9. If tax roll corrections are requested by the Special District, the Property Appraiser shall be compensated by the Special District for the administrative costs incurred at the rate of \$5.00 for each tax roll correction exceeding ten (10) corrections per tax year.

The Special District shall indemnify and hold harmless, to the extent permitted by Florida law and without waiving its right of any applicable sovereign immunity, the Property Appraiser and all respective officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the Property Appraiser and all respective officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the negligent or intentional acts or omissions of the Special District or its employees, agents, servants, partners, principals, or subcontractors arising out of, relating to, or resulting from the performance of the Agreement. The Special District shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the Property Appraiser where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon.

EXECUTED on the date first above written  
By:

Marsha M. Faux, CFA, ASA  
Polk County Property Appraiser  
By:

Special District Representative



Print name

Marsha M. Faux, Property Appraiser

Title



**Holly Hill Road East  
Community Development District**

**Second Amendment to the Landscape  
Maintenance Services Agreement between the  
District and Creative Association Services, Inc.**

*(provided under separate cover)*





**Holly Hill Road East  
Community Development District**

**Pool Maintenance Proposal(s)**



## Complete Pool Care, Inc.

PO Box 2196

Winter Haven, FL 33883-2196

863-287-5015

### Chemical/Cleaning Service Contract: Hollyhill Rd.CDD

1. All balancing chemical provided and included as part of monthly service fee.
2. Proper chemical balance maintained as possible in pool(s) or spa(s).
3. Mechanical equipment checked and properly maintained.
4. Malfunctions reported to management promptly.
5. Equipment must be maintained in satisfactory operating order for Complete Pool Care, Inc. to perform maintenance functions.
6. Monthly Operating reports maintained on site and updated each service stop.
7. Copy of Contractors License also maintained on site with monthly operating report.
8. Heated Pools/Spas temperature monitored for designated levels. Any discrepancies remedied or management notified of problems.
9. Regular service stops are; cleaning only of the pool. Tile brushing and Filter cleaning performed on an as needed basis.
10. Pool service specified number of days per week, whether permitting. (Excluding holidays) with prior notice, personal vacation time will be taking during winter months. Monthly fees are still applicable.
11. Special Services: Pools requiring holiday trips or a special service call due to an Emergency On or Off Site will be billed additionally and will be due upon receipt of invoice. per hr (\$95.00 weekdays \$150.00 per hr nights/ weekends and holidays)
12. Sequestering agents Algae/phosphate removers and Cobalt removal agents added as needed, NOT included in monthly service bill.

**Monthly Service Fee:** 3x Per Week, \$1,525.00 Per Month.  
4x Per Week, \$1,750.00 Per Month.

Contact Based on Equipment being in satisfactory condition at start of Contract.

This agreement will continue in force until terminated by either party, provided such termination is by written notification with 30 day lead time.

Contractor will submit invoices on the 15th day of each service month. Payment is due no later than 15th of following month.

**Late Fees are as Follows:** \$10.00 charge if payment is not received by the 20th of the month.

Acceptance Date:

Representative:

Complete Pool Care, Inc.

---

---

---



# **Holly Hill Road East Community Development District**

## **Janitorial Services Proposal(s)**



Fuqua Janitorial Services  
5962 Murphy Road  
Bartow, FL 33830  
(863) 651-9348

## ESTIMATE

### ADDRESS

HOLLY HILL ROAD EAST  
CDD  
12051 CORPORATE BLVD.  
ORLANDO, FL 32817

### SHIP TO

HOLLY HILL ROAD EAST  
CDD  
500 HOLLY HILLS ROAD  
DAVENPORT, FL 33837

### ESTIMATE # 1042

DATE 04/07/2019  
EXPIRATION DATE 04/30/2020

QTY	DESCRIPTION	NET PRICE	EXT PRICE
1	CLUBHOUSE CLEANING ON MON., WED. AND FRI. (RATE IS PER CLEANING) EACH CLEANING INCLUDES: BATHROOMS CLEANED/SANITIZED AND RESTOCKED AS NEEDED, FLOORS TO BE SWEEP AND MOPPED, COBWEB INSIDE AND OUTSIDE BATHROOMS, ALL TABLES AROUND COMMON AREA TO BE CLEANED, COMMON AREA FLOORS TO BE SWEEP OR HOSED DOWN AND ALL TRASH CANS TO BE EMPTIED. SUPPLIES INCLUDED IN PRICE: PAPER TOWELS, TOILET PAPER, FEMININE BAGS, URINAL SCREENS, SOAP, 24X32 CAN LINERS AND 40X48 CAN LINERS. INITIAL CLEAN TO BE DETERMINED IF NEEDED	85.00	85.00

TOTAL

**\$85.00**

Accepted By

Accepted Date



**Holly Hill Road East  
Community Development District**

**Payment Authorization No. 68 – 69**

**HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 068**

4/5/2019

Item No.	Vendor	Invoice Number	General Fund
1	<b>Duke Energy</b> Acct: 57840 25499 ; Service 03/06/2019 - 04/04/2019		\$ 64.47
2	<b>Hopping Green &amp; Sams</b> General Counsel Through 02/28/2019	106373	\$ 2,913.02

**TOTAL      \$    2,977.49**

  
\_\_\_\_\_  
Board Member

Please Return To:  
Holly Hill Road East CDD  
c/o Fishkind & Associates  
12051 Corporate Boulevard  
Orlando, FL 32817

**RECEIVED APR 08 2019**





# STATEMENT OF ELECTRIC SERVICE

APRIL 2019

ACCOUNT NUMBER  
**57840 25499**

FOR CUSTOMER SERVICE OR  
PAYMENT LOCATIONS CALL:  
1-877-372-8477

WEB SITE: [www.duke-energy.com](http://www.duke-energy.com)

TO REPORT A POWER OUTAGE:  
1-800-228-8485

HOLLY HILL ROAD EAST CDD  
ATTN: JOE MCCLAREN  
12051 CORPORATE BLVD  
ORLANDO FL 32817

SERVICE ADDRESS  
569 CITRUS ISLE LOOP, WELL  
DAVENPORT FL 33837

DUE DATE TOTAL AMOUNT DUE  
APR 26 2019 64.47

NEXT READ DEPOSIT AMOUNT  
DATE ON OR ON ACCOUNT  
ABOUT  
MAY 07 2019 240.00

PIN: 568174431

## METER READINGS

METER NO. 001001682  
PRESENT (ACTUAL) 000883  
PREVIOUS (ACTUAL) 000573  
DIFFERENCE 000310  
TOTAL KWH 310

PAYMENTS RECEIVED AS OF MAR 22 2019

72.84 THANK YOU

GS-1 060 GENERAL SERVICE - NON DEMAND SEC

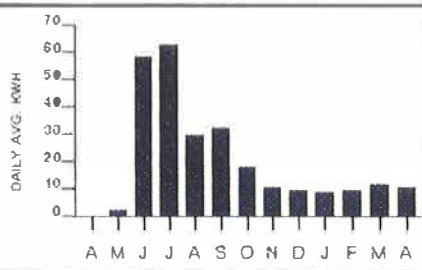
BILLING PERIOD: 03-06-19 TO 04-04-19 29 DAYS

CUSTOMER CHARGE			12.78
ENERGY CHARGE	310 KWH @	8.07800¢	25.04
FUEL CHARGE	310 KWH @	3.97400¢	12.32
ASSET SECURITIZATION CHARGE	310 KWH @	0.23600¢	0.73

*TOTAL ELECTRIC COST	50.87
GROSS RECEIPTS TAX	1.30
MUNICIPAL FRANCHISE FEE	3.34
MUNICIPAL UTILITY TAX	4.54
STATE AND OTHER TAXES ON ELECTRIC	4.42

TOTAL CURRENT BILL 64.47

TOTAL DUE THIS STATEMENT \$64.47



ENERGY USE  
DAILY AVG. USE- 11 KWH/DAY  
USE ONE YEAR AGO- 0 KWH/DAY  
\*DAILY AVG. ELECTRIC COST- \$1.75

Payment of this statement within 90 days from the billing date will avoid a 1% late charge being applied to this account. Learn how to lower your bill with a free on-site Business Energy Check. This no-cost analysis provides you with specific tips on how to save energy and qualify for valuable rebates for energy-savings measures. You may also qualify for a FREE Commercial Energy Savings Kit. Visit us at [duke-energy.com/FLbusiness](http://duke-energy.com/FLbusiness), or call 1-877-372-8477

RECEIVED APR 05 2019

DETACH AND RETURN THIS SECTION

EB72 0025905

Make checks payable to: Duke Energy

ACCOUNT NUMBER - 57840 25499

HOLLY HILL ROAD EAST CDD  
ATTN: JOE MCCLAREN  
12051 CORPORATE BLVD  
ORLANDO FL 32817 - 1450

P.O. BOX 1004  
CHARLOTTE,  
NC 28201-1004

DUE DATE

APR 26 2019

TOTAL DUE

64.47

PLEASE ENTER  
AMOUNT PAID

5784025499600000006447700000000000000000000644770100000000009

# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

RECEIVED APR 01 2019

===== STATEMENT =====

March 27, 2019

Holly Hill Road East CDD  
c/o PFM Group Consulting LLC  
12051 Corporate Blvd.  
Orlando, FL 32817

Bill Number 106373  
Billed through 02/28/2019

## General Counsel/Monthly Meeting

HHECDD 00001 RVW

### FOR PROFESSIONAL SERVICES RENDERED

02/01/19	MKR	Review revised engineering services agreement.	0.10 hrs
02/08/19	AHJ	Prepare master assessment resolution and updates to development status chart.	0.60 hrs
02/12/19	RVW	Review and edit resolutions regarding assessments and uniform method of collection.	1.60 hrs
02/12/19	AHJ	Prepare agenda items.	1.00 hrs
02/13/19	AHJ	Finalize master assessment resolution and resolution adopting uniform method of collection.	0.90 hrs
02/15/19	AHJ	Attend development status conference call; prepare updates to development status chart.	0.10 hrs
02/18/19	RVW	Review and edit notice of commencement; review agenda materials.	0.30 hrs
02/19/19	RVW	Travel to board meeting.	1.70 hrs
02/19/19	AHJ	Confer with Patil regarding agenda items; prepare updates to development status chart.	0.80 hrs
02/20/19	RVW	Prepare for and attend board meeting.	2.80 hrs
02/25/19	RVW	Review notice of commencement.	0.20 hrs
02/28/19	JLK	Continue Americans with Disabilities Act-related research and case law updates; continue negotiating ADA website agreement; confer with district manager regarding various posting and ADA-related issues.	0.10 hrs
02/28/19	MKR	Prepare for and attend developer conference call; follow-up.	0.10 hrs
02/28/19	LMF	Review website regarding regulatory compliance status and ADA compliance.	0.10 hrs

Total fees for this matter

\$2,628.00

### DISBURSEMENTS

Document Reproduction	33.00
Travel	215.73
Travel - Meals	19.24
Conference Calls	17.05
Total disbursements for this matter	\$285.02

**MATTER SUMMARY**

Jaskolski, Amy H. - Paralegal	3.40 hrs	145 /hr	\$493.00
Kilinski, Jennifer L.	0.10 hrs	275 /hr	\$27.50
Fiore, Lydia M. - Paralegal	0.10 hrs	145 /hr	\$14.50
Rigoni, Michelle K.	0.20 hrs	235 /hr	\$47.00
Van Wyk, Roy	6.60 hrs	310 /hr	\$2,046.00

TOTAL FEES	\$2,628.00
TOTAL DISBURSEMENTS	\$285.02

<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$2,913.02</b>
--------------------------------------	-------------------

**BILLING SUMMARY**

Jaskolski, Amy H. - Paralegal	3.40 hrs	145 /hr	\$493.00
Kilinski, Jennifer L.	0.10 hrs	275 /hr	\$27.50
Fiore, Lydia M. - Paralegal	0.10 hrs	145 /hr	\$14.50
Rigoni, Michelle K.	0.20 hrs	235 /hr	\$47.00
Van Wyk, Roy	6.60 hrs	310 /hr	\$2,046.00

TOTAL FEES	\$2,628.00
TOTAL DISBURSEMENTS	\$285.02

<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$2,913.02</b>
------------------------------------	-------------------

**Please include the bill number on your check.**

**HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 069**

4/17/2019

Item No.	Vendor	Invoice Number	General Fund
1	<b>Creative Association Services</b> April Landscaping Services	6083	\$ 1,166.00
2	<b>Duke Energy</b> Acct: 95745 35139e Service 03/08/2019 - 04/09/2019	--	\$ 837.83

**TOTAL      \$    2,003.83**



Board Member

Please Return To:  
Holly Hill Road East CDD  
c/o Fishkind & Associates  
12051 Corporate Boulevard  
Orlando, FL 32817

**RECEIVED APR 24 2019**

**Creative Association Services, Inc.**

346 East Central Avenue  
Winter Haven, FL 33880

**Invoice**

Date	Invoice #
4/1/2019	6083

Bill To
---------

Holly Hill Road East CDD  
c/o Fishkind & Associates, Inc.  
12051 Corporate Blvd.  
Orlando, FL 32817

**RECEIVED APR 12 2019**

Service Month	Terms	Due Date
Apr 2019	Due on receipt	4/1/2019

Quantity	Description	Rate	Class	Amount
1	Monthly Landscaping Service-Citrus Isle	1,166.00	Landscaping	1,166.00

*Thank you for your prompt payment!*

Invoice Total	\$1,166.00
Applied Payments/Credits	\$0.00
Balance Due this Invoice	\$1,166.00

Phone # (863) 293-7400 Fax # (863) 508-1067

E-mail [info@creativeassociations.com](mailto:info@creativeassociations.com)



**HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 070**

4/26/2019

Item No.	Vendor	Invoice Number	General Fund
1	<b>Duke Energy</b> Acct: 66949 31127 ; Service 03/21/2019 - 04/24/2019	--	\$ 88.17
2	<b>The Ledger</b> Legal Advertising on 04/18/2019 Legal Advertising on 04/20/2019	L060G0IUSS LH340407	\$ 183.16 \$ 532.70
3	<b>PFM Group Consulting</b> DM Fee & Reimbursables: April 2019	DM-04-2019-0083	\$ 1,791.67
4	<b>Supervisor Fees - 04/17/2019 Meeting</b> Rennie Heath Scott Shapiro Lauren Schwenk Andrew Rhinehart	-- -- -- --	\$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00

**TOTAL           \$   3,395.70**

  
\_\_\_\_\_  
Board Member

Please Return To:  
Holly Hill Road East CDD  
c/o Fishkind & Associates  
12051 Corporate Boulevard  
Orlando, FL 32817

**RECEIVED APR 29 2019**

669493112720000000088179000000000000000000008817901000000000009



# THE LEDGER

LEGAL ADVERTISING

FEDERAL ID # 47 2464860

INVOICE NUMBER

L060G0IUSS

BILLED ACCOUNT NUMBER

755093

REMITTANCE ADDRESS

LAKELAND LEDGER PUBLISHING

PO BOX 913004

ORLANDO, FL 32891

BILLED ACCOUNT NAME AND ADDRESS

~~JANE GAARLANDT~~ Sonali Patel  
FISHKIND & ASSOCIATES, HOLLY HILL CDD  
12051 CORPORATE BLVD  
ORLANDO, FL 32817

PLEASE RETURN THIS INVOICE ALONG WITH YOUR REMITTANCE

DATE	NEWSPAPER REFERENCE	Description	Size	PAID	NET AMOUNT
4/18/2019	L060G0IUSS	RULE DEVELOPMENT	1 X 37		\$ 183.16
RECEIVED APR 22 2019					
BILLED ACCOUNT NUMBER:				TOTAL AMOUNT DUE	
755093				\$183.16	

# AFFIDAVIT OF PUBLICATION

## THE LEDGER

### Lakeland, Polk County, Florida

STATE OF FLORIDA)  
COUNTY OF POLK)

Before the undersigned authority personally appeared Brandy Arnett who on oath says that she is an Account Executive for Advertising at The Ledger, a daily newspaper published at Lakeland in Polk County, Florida; that the attached copy of advertisement, being a

#### PUBLIC NOTICE

In the matter of RULE DEVELOPMENT

Concerning HOLLY HILL RD E CDD

was published in said newspaper in the issues of

4-18, 2019

Affiant further says that said The Ledger is a newspaper published at Lakeland, in said Polk County, Florida, and that the said newspaper has hereto been continuously published in said Polk County, Florida, daily, and has been entered as second class matter at the post office in Lakeland, in said Polk County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signed

*Brandy Arnett*

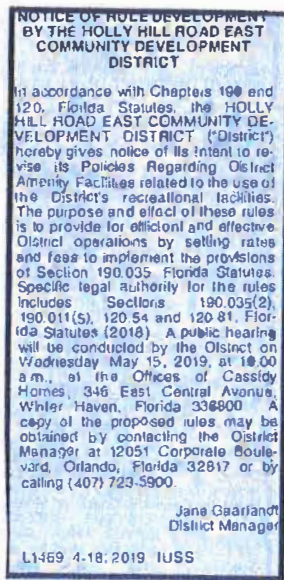
Brandy Arnett  
Advertising Account Executive  
Who is personally known to me.

Sworn to and subscribed before me this 18<sup>th</sup> day of April, A.D. 2019

*Patricia Ann House*

Notary Public

SEAL



# THE LEDGER

LEGAL ADVERTISING

FEDERAL ID # 47 2464860

INVOICE NUMBER

LH340407

BILLED ACCOUNT NUMBER

755093

Amount Due: \$532.70

BILLED ACCOUNT NAME AND ADDRESS

JANE GAARLANDT  
HOLLY HILL ROAD EAST CDD  
12051 CORPORATE BLVD  
ORLANDO, FL 32817

Remittance Address

THE LEDGER  
PO BOX 913004  
ORLANDO, FL 32891

PLEASE RETURN THIS INVOICE ALONG WITH YOUR REMITTANCE

DATE	NEWSPAPER REFERENCE	Description	Size	PAID	NET AMOUNT
4/20/2019	LH340407	RULEMAKING NOTIC E	2 X 7		\$ 532.70
RECEIVED APR 26 2019					
BILLED ACCOUNT NUMBER: 755093				AMOUNT DUE	
				\$532.70	

PATTI ROUSE 863-802-7370

NEWS CHIEF & THE LEDGER, LEGAL ADVERTISING, PO BOX 408, LAKELAND, FL 33801

# AFFIDAVIT OF PUBLICATION THE LEDGER Lakeland, Polk County, Florida

STATE OF FLORIDA)  
COUNTY OF POLK)

Before the undersigned authority personally appeared brandy Arnett who on oath says that she is an Account Executive for Advertising at The Ledger, a daily newspaper published at Lakeland in Polk County, Florida; that the attached copy of advertisement, being a

## PUBLIC NOTICE

In the matter of RULEMAKING

Concerning HOLLY HILL RD E CDD & NORTH  
BLVD CDD

was published in said newspaper in the issues of

4-20, 2019

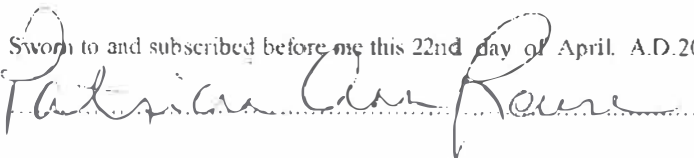
Affiant further says that said The Ledger is a newspaper published at Lakeland, in said Polk County, Florida, and that the said newspaper has hereto been continuously published in said Polk County, Florida, daily, and has been entered as second class matter at the post office in Lakeland, in said Polk County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signed

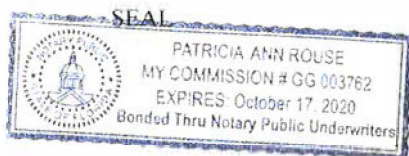


Brandy Arnett  
Advertising Account Executive  
Who is personally known to me.

Sworn to and subscribed before me this 22nd day of April, A.D. 2019



Notary Public



### NOTICE OF RULEMAKING FOR AMENITY CENTER RULES AND RATES BY HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT & NORTH BOULEVARD COMMUNITY DEVELOPMENT DISTRICT

A public hearing will be conducted by the Boards of Supervisors ("Boards") of the Holly Hill Road East Community Development District and North Boulevard Community Development District ("Districts") on Wednesday, May 15, 2019, at 10:00 a.m., at the Offices of Cassidy Homes, 346 East Central Avenue, Winter Haven, Florida 33880.

In accordance with Chapters 190 and 120, Florida Statutes, the Districts hereby give the public notice of its intent to adopt proposed rules related to the use of the Holly Hill Road East Community Development District's recreational facilities. The public hearing will provide an opportunity for the public to address proposed rules that: (1) address the requirements for the use and suspension and termination from use of the District's facilities including but not limited to its clubhouse, playground, and swimming pool facility; (2) establish the non-resident user and rental fees for the use of such facilities; and (3) establish violation and penalty policies. The proposed fees are as follows:

Category	Proposed Rate/Fee
Non-Resident User Fee	\$2500.00
Initial Key Card	\$10.00
Replacement of Damaged Key Card	\$30.00
Replacement of Lost or Stolen Key Card	\$50.00
Rental Fees	\$75.00 (Less than 25 guests) \$125.00 (26 to 50 guests) \$175.00 (50+ guests)
Rental Deposit*	150.00*
*Refundable subject to proper care and cleaning of facilities.	*If cost of repairs or cleaning exceeds deposit, actual costs may be charged.

The proposed rates may be adjusted at the public hearing pursuant to discussion by the Boards and public comment. The purpose and effect of the Amenity Center Rules & Rates is to provide for efficient Districts' operations by setting policies, regulations, rates and fees to implement the provisions of Section 190.035, Florida Statutes (2018). Specific legal authority for the rule includes Sections 190.035(2), 190.011(5) and 120.54, Florida Statutes. Prior Notice of Rule Development was published in The Business Observer on April 19, 2019.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.54(1), Florida Statutes, must do so in writing within twenty-one (21) days after publication of this notice.

The public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered at the public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, one or more Supervisors may participate in the public hearing by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this hearing is asked to advise the District Office at least forty-eight (48) hours before the hearing by contacting the District Manager at (407) 723-5900. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

A copy of the proposed rules may be obtained by contacting the District Manager at 12051 Corporate Boulevard, Orlando, Florida 32817 or by calling (407) 723-5900 ("District Office").

W43240407

L1478 4-20; 2019





Date	Invoice Number
April 17, 2019	DM-04-2019-0083
Payment Terms	Due Date
Upon Receipt	April 17, 2019

Bill To:  
Holly Hill Road East Community Development District  
c/o PFM Group Consulting District Accounting  
Department  
12051 Corporate Blvd  
Orlando, FL 32817  
United States of America

RECEIVED APR 18 2019

Company Address:  
1735 Market Street  
43rd Floor  
Philadelphia, PA 19103  
+1 (215) 567-6100  
Federal Tax ID: 81-1642478

**Remittance Options:**

Via ACH (preferred):

PFM Group Consulting LLC  
Bank Name: M&T Bank  
ACH# (ACH): 031302955  
Account #: 8865883822

Via Wire:

Bank Name: M&T Bank  
ABA# (Wire): 022000046  
Account #: 8865883822

Via Mail:

PFM Group Consulting LLC  
PO Box 5126  
Baltimore, MD 21264-5126  
United States of America

District Management Fee: April 2019  
Website Fee

\$1,666.67  
\$125.00

**Total Amount Due**

**\$1,791.67**

## Holly Hill Road East Community Development District

Date of Meeting: April 17, 2019

Board Members:	Attendance	Fee
1. Rennie Heath	<u>x</u>	<u>\$200</u>
2. Scott Shapiro	<u>x (p)</u>	<u>\$200</u>
3. Lauren Schwenk	<u>x</u>	<u>\$200</u>
4. John Mazuchowski	<u></u>	<u>\$0</u>
6. Andrew Rhinehart	<u>x</u>	<u>\$200</u>
		<u>\$800</u>

Approved For Payment:

Tom Gendert  
Manager

4/18/19  
Date

RECEIVED APR 18 2019



# **Holly Hill Road East Community Development District**

## **Monthly Financials**



**Holly Hill Road East CDD**  
Statement of Financial Position  
As of 4/30/2019

	General Fund	Debt Service Fund	Capital Projects Fund	Amenity Capital Projects Fund	Long-Term Debt	Total
<u>Assets</u>						
<u>Current Assets</u>						
General Checking Account	\$101,728.97					\$101,728.97
Accounts Receivable - Due from Developer	6,950.11					6,950.11
Prepaid Expenses	619.56					619.56
Deposits	720.00					720.00
Debt Service Reserve A1 Bond		\$114,878.12				114,878.12
Debt Service Reserve A2 Bond		141,759.38				141,759.38
Revenue A1 Bond		245,244.76				245,244.76
Revenue A2 Bond		1,540.69				1,540.69
Interest A2 Bond		65,621.88				65,621.88
Prepayment A1 Bond		3,336.02				3,336.02
Redemption Account A1 Bond		179.12				179.12
Acquisition/Construction A1 Bond			\$9,910.74			9,910.74
Acquisition/Construction A2 Bond			46,382.10			46,382.10
Cost of Issuance A2 Bond			0.08			0.08
Acquisition/Construction A1 Bond				\$6.49		6.49
Total Current Assets	\$110,018.64	\$572,559.97	\$56,292.92	\$6.49	\$0.00	\$738,878.02
<u>Investments</u>						
Amount Available in Debt Service Funds					\$572,559.97	\$572,559.97
Amount To Be Provided					3,002,440.03	3,002,440.03
Total Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$3,575,000.00	\$3,575,000.00
<b>Total Assets</b>	<b>\$110,018.64</b>	<b>\$572,559.97</b>	<b>\$56,292.92</b>	<b>\$6.49</b>	<b>\$3,575,000.00</b>	<b>\$4,313,878.02</b>

**Holly Hill Road East CDD**  
Statement of Financial Position  
As of 4/30/2019

	General Fund	Debt Service Fund	Capital Projects Fund	Amenity Capital Projects Fund	Long-Term Debt	Total
<u>Liabilities and Net Assets</u>						
<b><u>Current Liabilities</u></b>						
Accounts Payable	\$88.17					\$88.17
Accounts Payable			\$53,332.21			53,332.21
Retainage Payable			179,727.71			179,727.71
Deferred Revenue			6,950.11			6,950.11
Total Current Liabilities	<u>\$88.17</u>	<u>\$0.00</u>	<u>\$240,010.03</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$240,098.20</u>
<b><u>Long Term Liabilities</u></b>						
Revenue Bonds Payable - Long-Term					\$3,575,000.00	\$3,575,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,575,000.00</u>	<u>\$3,575,000.00</u>
<b>Total Liabilities</b>	<u>\$88.17</u>	<u>\$0.00</u>	<u>\$240,010.03</u>	<u>\$0.00</u>	<u>\$3,575,000.00</u>	<u>\$3,815,098.20</u>
<b><u>Net Assets</u></b>						
Net Assets, Unrestricted	\$28,907.63					\$28,907.63
Current Year Net Assets, Unrestricted	(21,957.52)					(21,957.52)
Net Assets - General Government	27,153.80					27,153.80
Current Year Net Assets - General Government	75,826.56					75,826.56
Net Assets, Unrestricted		\$227,501.62				227,501.62
Current Year Net Assets, Unrestricted		345,058.35				345,058.35
Net Assets, Unrestricted			\$359,611.69			359,611.69
Current Year Net Assets, Unrestricted			22,494.31			22,494.31
Net Assets - General Government			(396,988.85)			(396,988.85)
Current Year Net Assets - General Government			(168,834.26)			(168,834.26)
Net Assets, Unrestricted				\$5.99		5.99
Current Year Net Assets, Unrestricted				0.50		0.50
<b>Total Net Assets</b>	<u>\$109,930.47</u>	<u>\$572,559.97</u>	<u>(\$183,717.11)</u>	<u>\$6.49</u>	<u>\$0.00</u>	<u>\$498,779.82</u>
<b>Total Liabilities and Net Assets</b>	<u>\$110,018.64</u>	<u>\$572,559.97</u>	<u>\$56,292.92</u>	<u>\$6.49</u>	<u>\$3,575,000.00</u>	<u>\$4,313,878.02</u>

# Holly Hill Road East CDD

## Statement of Activities

As of 4/30/2019

	General Fund	Debt Service Fund	Capital Projects Fund	Amenity Capital Projects Fund	Long-Term Debt	Total
<b><u>Revenues</u></b>						
On-Roll Assessments	\$139,870.18					\$139,870.18
Off-Roll Assessments	16,939.89					16,939.89
Other Income & Other Financing Sources	265.41					265.41
Inter-Fund Transfers In	(21,957.52)					(21,957.52)
On-Roll Assessments		\$232,322.93				232,322.93
Debt Proceeds		207,381.26				207,381.26
Developer Contributions			\$37,338.30			37,338.30
Developer Advance			353,479.44			353,479.44
Inter-Fund Transfers In			21,957.52			21,957.52
Debt Proceeds			2,522,618.74			2,522,618.74
Total Revenues	<u>\$135,117.96</u>	<u>\$439,704.19</u>	<u>\$2,935,394.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,510,216.15</u>
<b><u>Expenses</u></b>						
Supervisor Fees	\$6,800.00					\$6,800.00
D&O Insurance	2,250.00					2,250.00
Trustee Services	3,097.82					3,097.82
Management	11,666.69					11,666.69
Engineering	1,807.50					1,807.50
Dissemination Agent	5,000.00					5,000.00
District Counsel	13,750.40					13,750.40
Bond Counsel	1,250.00					1,250.00
Assessment Administration	5,000.00					5,000.00
Audit	4,000.00					4,000.00
Travel and Per Diem	212.67					212.67
Telephone	35.31					35.31
Postage & Shipping	157.47					157.47
Copies	819.30					819.30
Legal Advertising	3,036.53					3,036.53
Property Taxes	64.08					64.08
Web Site Maintenance	875.00					875.00
Dues, Licenses, and Fees	175.00					175.00

**Holly Hill Road East CDD**  
**Statement of Activities**  
**As of 4/30/2019**

	General Fund	Debt Service Fund	Capital Projects Fund	Amenity Capital Projects Fund	Long-Term Debt	Total
Electric	320.38					320.38
Equipment Rental	295.00					295.00
General Insurance	2,750.00					2,750.00
Other Insurance	2,744.00					2,744.00
Irrigation	384.89					384.89
Landscaping Maintenance & Material	9,264.00					9,264.00
Streetlights	5,071.16					5,071.16
Swimming Pools	921.71					921.71
Principal Payments		\$15,000.00				15,000.00
Interest Payments		83,519.38				83,519.38
Trustee Services			\$4,750.00			4,750.00
Management			25,000.00			25,000.00
Engineering			49,508.75			49,508.75
District Counsel			70,093.64			70,093.64
Trustee Counsel			5,000.00			5,000.00
Bond Counsel			26,000.00			26,000.00
Developer Advance Repayment			168,834.26			168,834.26
Landscaping Maintenance & Material			141,237.00			141,237.00
Contingency			2,600,392.62			2,600,392.62
<b>Total Expenses</b>	<b>\$81,748.91</b>	<b>\$98,519.38</b>	<b>\$3,090,816.27</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,271,084.56</b>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>						
Interest Income	\$499.99					\$499.99
Interest Income		\$3,873.54				3,873.54
Interest Income			\$9,082.32			9,082.32
Interest Income				\$0.50		0.50
<b>Total Other Revenues (Expenses) &amp; Gains (Losses)</b>	<b>\$499.99</b>	<b>\$3,873.54</b>	<b>\$9,082.32</b>	<b>\$0.50</b>	<b>\$0.00</b>	<b>\$13,456.35</b>
<b>Change In Net Assets</b>	<b>\$53,869.04</b>	<b>\$345,058.35</b>	<b>(\$146,339.95)</b>	<b>\$0.50</b>	<b>\$0.00</b>	<b>\$252,587.94</b>
<b>Net Assets At Beginning Of Year</b>	<b>\$56,061.43</b>	<b>\$227,501.62</b>	<b>(\$37,377.16)</b>	<b>\$5.99</b>	<b>\$0.00</b>	<b>\$246,191.88</b>
<b>Net Assets At End Of Year</b>	<b>\$109,930.47</b>	<b>\$572,559.97</b>	<b>(\$183,717.11)</b>	<b>\$6.49</b>	<b>\$0.00</b>	<b>\$498,779.82</b>

**Holly Hill Road East CDD**  
**Budget to Actual**  
**For the Month Ending 04/30/2019**

	Year To Date			FY 2019 Adopted Budget
	Actual	Budget	Variance	
<b><u>Revenues</u></b>				
On-Roll Assessments	\$ 139,870.18	\$ 80,682.00	\$ 59,188.18	\$ 138,312.00
Off-Roll Assessments	16,939.89	27,818.00	(10,878.11)	47,688.00
Other Income & Other Financing Sources	265.41	-	265.41	-
Inter-Governmental Revenue (North Blvd CDD)	-	14,583.33	(14,583.33)	25,000.00
<b>Net Revenues</b>	<b>\$ 157,075.48</b>	<b>\$ 123,083.33</b>	<b>\$ 33,992.15</b>	<b>\$ 211,000.00</b>
<b><u>General &amp; Administrative Expenses</u></b>				
Supervisor Fees	\$ 6,800.00	\$ 3,500.00	\$ 3,300.00	\$ 6,000.00
D&O Insurance	2,250.00	1,633.33	616.67	2,800.00
Trustee Services	3,097.82	3,500.00	(402.18)	6,000.00
Management	11,666.69	11,666.67	0.02	20,000.00
Engineering	1,807.50	8,750.00	(6,942.50)	15,000.00
Dissemination Agent	5,000.00	2,916.67	2,083.33	5,000.00
District Counsel	13,750.40	14,583.33	(832.93)	25,000.00
Bond Counsel	1,250.00	-	1,250.00	-
Assessment Administration	5,000.00	-	5,000.00	-
Audit	4,000.00	3,500.00	500.00	6,000.00
Travel and Per Diem	212.67	291.67	(79.00)	500.00
Telephone	35.31	116.67	(81.36)	200.00
Postage & Shipping	157.47	175.00	(17.53)	300.00
Copies	819.30	291.67	527.63	500.00
Legal Advertising	3,036.53	4,666.67	(1,630.14)	8,000.00
Bank Fees	-	145.83	(145.83)	250.00
Miscellaneous	-	2,974.99	(2,974.99)	5,100.00
Property Taxes	64.08	-	64.08	-
Web Site Maintenance	875.00	1,691.67	(816.67)	2,900.00
Dues, Licenses, and Fees	175.00	145.83	29.17	250.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 59,997.77</b>	<b>\$ 60,550.00</b>	<b>\$ (552.23)</b>	<b>\$ 103,800.00</b>

**Holly Hill Road East CDD**  
**Budget to Actual**  
**For the Month Ending 04/30/2019**

	Year To Date			FY 2019 Adopted Budget
	Actual	Budget	Variance	
<b><u>Field Expenses</u></b>				
General Insurance	\$ 2,750.00	\$ 1,808.33	\$ 941.67	\$ 3,100.00
Irrigation	384.89	583.33	(198.44)	1,000.00
Landscaping Maintenance & Material	9,264.00	11,666.67	(2,402.67)	20,000.00
Flower & Plant Replacement	-	3,208.33	(3,208.33)	5,500.00
Fertilizer / Pesticides	-	1,458.33	(1,458.33)	2,500.00
Contingency	-	7,096.25	(7,096.25)	12,165.00
Streetlights	5,071.16	5,712.00	(640.84)	9,792.00
<b>Total Field Expenses</b>	<b>\$ 17,470.05</b>	<b>\$ 31,533.24</b>	<b>\$ (14,063.19)</b>	<b>\$ 54,057.00</b>
<b><u>Cabana &amp; Pool Expenses</u></b>				
Security	\$ -	\$ 4,083.33	\$ (4,083.33)	\$ 7,000.00
Maintenance Staff	-	5,104.17	(5,104.17)	8,750.00
Electric	320.38	6,465.08	(6,144.70)	11,083.00
Clubhouse Electric	-	680.75	(680.75)	1,167.00
Pool Electric	-	7,809.67	(7,809.67)	13,388.00
Equipment Rental	295.00	-	295.00	-
Cable Television	-	306.25	(306.25)	525.00
Property & Casualty	-	2,041.67	(2,041.67)	3,500.00
Other Insurance	2,744.00	-	2,744.00	-
Equipment Repair & Maintenance	-	1,191.17	(1,191.17)	2,042.00
Pest Control	-	340.08	(340.08)	583.00
Signage & Amenities Repair	-	255.50	(255.50)	438.00
Swimming Pools	921.71	2,722.42	(1,800.71)	4,667.00
<b>Total Cabana &amp; Pool Expenses</b>	<b>\$ 4,281.09</b>	<b>\$ 31,000.09</b>	<b>\$ (26,719.00)</b>	<b>\$ 53,143.00</b>
<b>Total Expenses</b>	<b>\$ 81,748.91</b>	<b>\$ 123,083.33</b>	<b>\$ (41,334.42)</b>	<b>\$ 211,000.00</b>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>				
Interest Income	\$ 499.99	\$ -	\$ 499.99	\$ -
<b>Total Other Revenues (Expenses) &amp; Gains (Losses)</b>	<b>\$ 499.99</b>	<b>\$ -</b>	<b>\$ 499.99</b>	<b>\$ -</b>
<b>Net Income (Loss)</b>	<b>\$ 75,826.56</b>	<b>\$ -</b>	<b>\$ 75,826.56</b>	<b>\$ -</b>





April 17, 2019

Sonali Patil - Asst District Manager  
Fishkind & Associates - PFM  
12051 Corporate Blvd.  
Orlando, Florida 32817-1450

**RE: Holly Hill Road Community Development District Registered Voters**

Dear Ms. Patil,

In response to your request, there are currently **22** voters within the Holly Hill Road Community Development District. This number of registered voters in said District is as of **April 15, 2019**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

Lori Edwards  
Supervisor of Elections  
Polk County, Florida