

*Holly Hill Road East  
Community Development District*

*Agenda*

*February 16, 2021*

# AGENDA

# *Holly Hill Road East*

## *Community Development District*

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219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

February 9, 2021

**Board of Supervisors  
Holly Hill Road East  
Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of **Holly Hill Road East Community Development District** will be held **Tuesday, February 16, 2021 at 3:30 PM** at **The Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, FL 33880**. Masks are required to be worn at the meeting venue.

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

**Zoom Video Link:** <https://zoom.us/j/98076626990>

**Zoom Call-In Information:** 1-646-876-9923

**Meeting ID:** 980 7662 6990

Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period (<sup>1</sup>Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the December 15, 2020 and January 5, 2021 Board of Supervisors Meetings
4. Consideration of License Agreement for Installation of Improvements
5. Consideration of Audit Services Engagement Letter from McDirmit Davis

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<sup>1</sup> Comments will be limited to three (3) minutes

6. Consideration of Fee Increase Letter for District Counsel Services from Hopping, Green & Sams
7. Consideration of Resolution 2021-02 Appointing Treasurer for the District—  
**ADDED**
8. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Field Manager's Report
  - D. District Manager's Report
    - i. Ratification of Series 2020 AA4 Requisitions #39 and #40
    - ii. Approval of Check Register
    - iii. Balance Sheet & Income Statement
9. Other Business
10. Supervisors Requests and Audience Comments
11. Adjournment

# MINUTES

**MINUTES OF MEETING  
HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of the Holly Hill Road East Community Development District was held on Tuesday, **December 15, 2020** at 3:30 p.m. at The Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairwoman
Patrick Marone	Assistant Secretary
Andrew Rhinehart <i>via Zoom</i>	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	Hopping Green & Sams
Clayton Smith	GMS

*The following is a summary of the discussions and actions taken at the December 15, 2020 Holly Hill Road East Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order. There were four members present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted there was one member of the public present and opened the floor for their comments and there were none.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 20, 2020 Board of Supervisors Meeting and Audit Committee Meeting**

Ms. Burns presented the October 20, 2020 meeting minutes and asked for questions, comments, corrections, or concerns on the minutes. The Board had no changes.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Minutes of the October 20, 2020 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Playground Equipment  
and Installation Proposals**

**A. Proposal for Citrus Landing Playground Equipment from ProPlaygrounds**

Ms. Burns presented the documents for Citrus Landing. Ms. Burns stated the proposal for Citrus Landing from ProPlaygrounds was for \$25,684 as well as the installation quote for that section being \$10,000.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Proposal for Citrus Landing Playground Equipment from ProPlaygrounds, was approved.

**B. Quote for Citrus Landing Playground Equipment Labor and Installation from Polk Playgrounds, LLC**

Ms. Burns noted the total of \$35,684 for the purchase and installation of the Citrus Landing playground equipment.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Quote for Citrus Landing Playground Equipment Labor and Installation from Polk Playgrounds, LLC, was approved.

**C. Proposal for Citrus Reserve Playground Equipment from ProPlaygrounds**

Ms. Burns presented the documents for Citrus Reserve. Ms. Burns stated the proposal for Citrus Reserve was for \$20,799 with installation being \$11,000.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Proposal for Citrus Reserve Playground Equipment from ProPlaygrounds, was approved.

**D. Quote for Citrus Reserve Playground Equipment and Labor and Installation from Polk Playgrounds, LLC**

Ms. Burns stated the total of \$31,799 for the purchase and installation of the Citrus Reserve playground equipment.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Quote for Citrus Reserve Playground Equipment and Labor and Installation from Polk Playgrounds, LLC, was approved.

**E. Consideration of Financing Agreement from Navitas Credit for Citrus Landing and Citrus Reserve**

Ms. Burns noted both sections and the installation financing agreement with the total amount of \$67,483. That being 16 monthly payments of \$1,376 for both sections on one agreement.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Financing Agreement from Navitas Credit for Citrus Landing and Citrus Reserve, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-01 Re-Designating Administrative Office for the District**

Ms. Burns reported the updated resolution designating the primary headquarters of the office and the revised one is the administrative office. It appoints the office in Orlando as the administrative office.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2021-01 Re-Designating Administrative Office for the District, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of 2021 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns reported this administrative item outlines not disclosing any exempt parcels.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the 2021 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.



**SEVENTH ORDER OF BUSINESS**

**Ratification of Non-Ad Valorem Contract Agreement with Polk County Property Appraiser**

Ms. Burns reported that there is a current agreement in place by which they will provide parcels to the District so they can use the tax bill to collect the assessments. A new agreement is required each year. This is the agreement for November 2021.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk stated that he did not have anything further to report.

**B. Engineer**

There being none, the next item was followed.

**C. Field Manager's Report**

**i. Consideration of Quote for Speed Limit Signage**

Mr. Smith reported that the parking signage was in and had some basic amenity maintenance. He stated the dog park had a lot of holes that were filled. Gates were fixed as well as the bent pool gate door. The mowing of the large hill on track C was completed. Yellowstone was not bid for this area. Yellowstone has agreed to do the top portions and some of the bottom, but for additional money they would do the hill. Mr. Smith stated that Prince is cheaper and only needs to be done occasionally. He stated that the city requirements are the grass can be no longer than 10in. So, as long as the hill is kept at that level, it could be pushed out quarterly or as needed. Mr. Smith stated that he coordinated with the playground cover people. They have installed the cover and it is in place. The trails have been cleaned up as well.

Mr. Smith presented the two quotes for the premade speed limit signs. One is for a sticker that just goes over the 30. There are struggles with this because 4 bolts have to be unbolted and holes have to be added. Signs are \$300 and labor is \$850.

Mr. Heath questioned why bolts needed to be unbolted if it was just a sticker to be added over the sign.

Mr. Smith stated the signs are mounted on a round pole and the bracket is where it says 30.

Mr. Smith stated this total quote is \$1,150. The other quote to replace the whole sign itself at the same price. It was agreed to replace with new signs.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Quote for Speed Limit Signage, was approved.

**D. District Manager's Report**

Ms. Burns stated that the towing agreement is completed and notices have been resent to residents and builders. Towing will start taking place on Friday, Dec. 18th. Towing policies have been posted at the amenities.

**i. Check Register**

Ms. Burns reported that the check register was included in the agenda package.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that the financials are included in the package for review, there was no action that needed to be taken.

**iii. Summary of Series 2020 Requisition Ratifications**

**a. Series 2020 AA3 Requisitions Summary (#22 to #23; #25 and #26; #28 to #38)**

Ms. Burns presented the Series 2020 AA3 Requisitions Summary.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Series 2020 AA3 Requisitions Summary (#22 to #23; #25 and #26; #28 to #38), were ratified.

**b. Series 2020 AA4 Requisitions Summary (#4 to #19; #21 to #30; #32 and #33)**

Ms. Burns presented the Series 2020 AA4 Requisitions Summary.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Series 2020 AA4 Requisition Summary (#4 to #19; #21 to #30; #32 and #33), were ratified.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

A resident voiced concerns about parking on the odd side of the streets. She asked how much away from someone's driveway are they allowed to park. The resident also stated that on the pathway to the pool from Citrus Isle, people are not picking up after their dogs.

A resident commented that when you come through the gate at Citrus Point, coming towards Citrus Isle, there is not a trash receptacle for the dog waste or dog bags, until the halfway point to Citrus Isle.

Ms. Burns stated that the parking policy does not state a certain number of feet from the apron, so there is no number outlined other than you cannot block somebody's driveway. The dog waste, there is a policy in the HOA restrictions that direct residents to pick up after their animals. It is also a county ordinance to pick up after your pets as well. Ms. Burns suggested that HOA send out a reminder to the residents.

Ms. Burns stated another dog station could be added with approval.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Additional Dog Station, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

**MINUTES OF MEETING  
HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of the Holly Hill Road East Community Development District was held on Tuesday, **January 5, 2021** at 2:00 p.m. at 346 East Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Lauren Schwenk	Vice Chairwoman
Patrick Marone	Assistant Secretary
Andrew Rhinehart	Assistant Secretary
Scott Shapiro <i>by phone</i>	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	Hopping Green & Sams
Clayton Smith	GMS
Baron Hoffmeister	GMS

*The following is a summary of the discussions and actions taken at the January 5, 2021 Holly Hill Road East Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order. There were three members present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted there were no members of the public present and no comments.

**THIRD ORDER OF BUSINESS**

**Consideration of Conveyance Documents  
for Common Areas of Citrus Reserve and  
Citrus Landing**

Mr. Van Wyk noted that an attorney's title of opinion has been requested and has not yet been received from the Developer's counsel. He doesn't anticipate any issues. Mr. Van Wyk asked the Board to transfer ownership of certain parcels within both Citrus Reserve and Citrus Landing.

He asked for questions and asked for the Board to authorize acceptance of those parcels. He noted the District Manager had reviewed the parcels and could give additional information on the status.

Ms. Burns reported that Mr. Smith conducted a field report and there are some pending items. Mr. Smith noted some of the items that aren't completed and items that need to be fixed and improved.

Mr. Van Wyk asked the Board to take them separately and accept the parcels listed in Exhibit 'A' to the warranty deed for Citrus Reserve. He asked for a motion to accept and authorize execution of the documents.

On MOTION by Mr. Rhinehart, seconded by Ms. Schwenk, with all in favor, Accepting the Parcels in Citrus Reserve and Authorization for the Chairman to Execute the Documents, was approved.
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Ms. Burns asked for a similar motion for the Citrus Landing documents. Mr. Van Wyk noted tracks A, B, C, D, E, G, H, and I together with listed roadways. He made note that the status of the improvements would carry over to Citrus Landing too. Mr. Van Wyk asked for a motion to accept the transfer of parcels and authorize execution of the documents to show the transfers.

On MOTION by Mr. Rhinehart, seconded by Ms. Schwenk, with all in favor, Acceptance of the Parcels in Citrus Landing and Authorization for the Chairman to Execute the Documents, was approved.
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#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Lighting Proposal from Duke Energy for Citrus Reserve and Citrus Landing**

Ms. Burns noted the Duke Energy Lighting Proposal was included in the agenda package. There was a correction that the monthly payment will be \$328.23, not the one-time payment amount. Ms. Burns stated the accounting software doesn't allow for there to be a notation for payments to be made for 10 years. She stated it has been noted/flagged in multiple places, including the records server for 9 years down the road so that hopefully someone will recognize that there is one year left.

On MOTION by Mr. Marone, seconded by Ms. Schwenk, with all in favor, the Lighting Proposal from Duke Energy for Citrus Reserve, was approved.

Ms. Burns noted that the Citrus Landing proposal was emailed to her and she presented it. The monthly amount is \$433.09 per month for 43 poles.

On MOTION by Mr. Marone, seconded by Ms. Schwenk, with all in favor, the Lighting Proposal from Duke Energy for Citrus Landing, was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Memorandum from Hopping, Green and Same Regarding E-Verify Requirements in 2021 – ADDED**

Mr. Van Wyk reviewed the memo. He stated the recent change in the Florida Statutes requiring that all public employers adopt and use the e-verify system. He requested that the method be set forth so that the district manager can complete, and the board can comply. He stated that the language also needed to be added to the contracts. He briefly described what is required. He noted Ms. Burns will be logging into the system and creating an account for the board. All future contracts will then include the language in page 2 under section 2 of the memo. He noted it doesn't apply to existing contracts or existing employees.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Authorizing the District Manager to Execute the E-Verify Documents, was approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. Attorney**

Mr. Van Wyk had nothing further to report.

##### **B. Engineer**

There being none, the next item was followed.

##### **C. Field Manager's Report**

Mr. Smith reported that there was some general maintenance items that were carried out. They got 15mph signs in and landscape items are being worked on. He noted there are 7 dead

palms, and presented a quote for palm removal at the Amenity Center. Ms. Burns noted the total cost is \$1,509.75 for the removal. They discussed what may have happened to the palms, it doesn't look like it was caused by beetles, but there is uncertainty of what killed them.

Ms. Burns addressed that since it is cold right now the facility isn't getting that much use. They discussed scaling the maintenance back to three days per week until April when it gets warmer.

On MOTION by Mr. Rhinehart, seconded by Ms. Schwenk, with all in favor, the Removal of Dead Palms, was approved.

On MOTION by Mr. Rhinehart, seconded by Mr. Marone, with all in favor, Reducing Maintenance at the Amenity Center to three days per week, was approved.

#### **D. District Manager's Report**

##### **i. Summary of Series 2020 Requisition Ratifications**

##### **a. Series 2020 AA3 Requisitions Summary (#39 and #40; #42 and #43)**

Ms. Burns stated that they were looking for a motion to ratify all requisitions.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Series 2020 AA3 Requisitions Summary (#39, #40, #42, #43), were ratified.

##### **b. Series 2020 AA4 Requisitions Summary (#33 to #38)**

Ms. Burns stated that they were looking for a motion to ratify all requisitions.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Series 2020 AA4 Requisition Summary (#33 through #38), were ratified.

#### **SEVENTH ORDER OF BUSINESS**

#### **Other Business**

Ms. Burns noted this meeting was scheduled to do the conveyance and this is not the regular meeting date. There is a meeting scheduled in 2 weeks on the 19<sup>th</sup>. It was decided to cancel the meeting and meet in February.

January 5, 2021

Holly Hill Road East

**EIGHTH ORDER OF BUSINESS**

**Supervisors   Requests   and   Audience  
Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman



## SECTION IV

After recording, please return to:

District Manager  
Holly Hill Road East CDD  
c/o Governmental Management Services  
Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801

Parcel ID # \_\_\_\_\_

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## LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS

**THIS LICENSE AGREEMENT FOR IMPROVEMENTS INSTALLATION (“Agreement”)** is entered into as of this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and among \_\_\_\_\_ and \_\_\_\_\_ (together, “**Owner**”) residing at \_\_\_\_\_, and the **HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT (“CDD”)**, a local unit of special-purpose government created pursuant to Chapter 190, *Florida Statutes*, with a mailing address of 219 E. Livingston Street, Orlando, Florida 32801.

### RECITALS

**WHEREAS**, Owner is the owner of Lot \_\_\_\_, [Block or Neighborhood Reference] \_\_\_\_\_, as per the plat (“**Plat**”) of \_\_\_\_\_ recorded in Plat Book \_\_\_\_\_, Page \_\_\_\_\_ et seq., of the Official Records of Polk County, Florida (“**Property**”); and

**WHEREAS**, Owner desires to install a fence and related appurtenances (“**Improvements**”) within the \_\_\_\_\_ foot drainage and access for maintenance easement (“**Drainage Easement**”) located on said Property and as shown on the Plat (“**License Area**”); and

**WHEREAS**, due to the CDD’s legal interests in the Drainage Easement, among other reasons, Owner requires the CDD’s consent before constructing improvements within any portion of the surface water management system, including the Drainage Easement; and

**WHEREAS**, the CDD has agreed to consent to the installation of the Improvements within the License Area, subject to the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, in consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is understood and agreed as follows:

**1. RECITALS.** The recitals set forth above are acknowledged as true and correct and are incorporated herein by reference.

**2. LICENSE FOR IMPROVEMENTS INSTALLATION AND MAINTENANCE; LIMITATION.** Subject to the terms of this Agreement, the CDD hereby grants Owner the right, privilege, and permission to install and maintain removable Improvements on the License Area.

**3. OWNER RESPONSIBILITIES.** The Owner has the following responsibilities:

a. The Owner shall be fully responsible for the installation and maintenance of the Improvements.

b. The Owner shall be responsible for ensuring that the installation and maintenance of the Improvements are conducted in compliance with all applicable laws (including but not limited to building codes, set back requirements, etc.).

c. CDD, by entering into this Agreement, does not represent that CDD has authority to provide all necessary approvals for the installation of the Improvements. Instead, the Owner shall be responsible for obtaining any and all applicable permits and approvals relating to the work (including but not limited to any approvals of the Prime Community Management (“**Association**”), as well as any other necessary legal interests and approvals).

d. The Owner shall ensure that the installation and maintenance of the Improvements does not damage any property of CDD or any third party’s property, and, in the event of any such damage, the Owner shall immediately repair the damage or compensate the CDD for such repairs, at the CDD’s option.

e. Owner’s exercise of rights hereunder shall not interfere with CDD’s rights under the Drainage Easement, or with any other applicable rights. For example, if the Improvements include a fence, such fence shall be installed within the Drainage Easement a few inches higher than ground level, so as not to impede the flow of water, or shall otherwise be constructed so as not to impede the flow of water. Further, the Improvements shall be installed in such a manner as to not interfere with or damage any culvert pipe that may be located within the Drainage Easement, or any utilities within the public utility easement, if any. It shall be Owner’s responsibility to locate and identify any such stormwater improvements and/or utilities. Further, the Owner shall pay a licensed and insured professional contractor to mark any existing improvements and/or utilities prior to installation of the Improvements.

f. Upon completion of the installation, the Improvements will be owned by the Owner. Owner shall be responsible for the maintenance and repair of any such Improvements, and agrees to maintain the Improvements in good and working condition.

g. Additionally, the Owner shall keep the License Area free from any materialmen’s or mechanic’s liens and claims or notices in respect to such liens and claims, which arise by reason of the Owner’s exercise of rights under this Agreement, and the Owner shall immediately discharge any such claim or lien.

**4. REMOVAL AND/OR REPLACEMENT OF IMPROVEMENTS.** The permission granted herein is given to Owner as an accommodation and is revocable at any time. Owner acknowledges the legal interest of the CDD in the Drainage Easement described above and agrees never to deny such interest or to interfere in any way with CDD’s use. Owner will exercise the privilege granted herein at Owner’s own risk, and agrees that Owner will never claim any damages against CDD for any injuries or damages suffered on account of the exercise of such privilege, regardless of the fault or negligence of the CDD. Owner further acknowledges that, without notice, the CDD may remove all, or any portion or portions, of the Improvements installed upon the License Area at Owner’s expense, and that the CDD is not obligated to re-install the Improvements to its original location and is not responsible for any damage to the Improvements, or its supporting structure as a result of the removal.

**5. INDEMNIFICATION.** Owner agrees to indemnify, defend and hold harmless Polk County, the CDD, Southwest Florida Water Management District, the Association, and any property management

company of the Association, as well as any officers, supervisors, staff, agents and representatives, and successors and assigns, of the foregoing, against all liability for damages and expenses resulting from, arising out of, or in any way connected with, this Agreement or the exercise of the privileges granted hereunder.

**6. COVENANTS RUN WITH THE LAND.** This Agreement, and all rights and obligations contained herein, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns, including, but without limitation, all subsequent owners of any portions of the property described herein and all persons claiming under them. Whenever the word “Owner” is used herein, it shall be deemed to mean the current owner of the Property and its successors and assigns. Upon the sale of the Property, the Owner shall advise the subsequent owner of the terms and conditions of this Agreement.

**7. SOVEREIGN IMMUNITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the CDD beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

**8. ATTORNEY’S FEES AND COSTS.** The prevailing party in any litigation to enforce the terms of this Agreement shall be entitled to reasonable attorney’s fees and costs.

**9. COUNTERPARTS.** This Agreement may be executed in any number of counterparts. Any party hereto may join into this Agreement by executing any one counterpart. All counterparts when taken together shall constitute but one and the same instrument constituting this Agreement.

*[Signature pages follow]*







## SECTION V





934 North Magnolia Avenue, Suite 100  
Orlando, Florida 32803  
407-843-5406  
[www.mcdermittdavis.com](http://www.mcdermittdavis.com)

January 5, 2021

Board of Supervisors  
*Holly Hill Road East Community Development District*  
219 East Livingston Street  
Orlando, FL 32801

The following represents our understanding of the services we will provide *Holly Hill Road East Community Development District*.

You have requested that we audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of *Holly Hill Road East Community Development District*, as of September 30, 2020, and for the year then ended and the related notes to the financial statements, which collectively comprise *Holly Hill Road East Community Development District's* basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit applicable to those basic financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by GASB, 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 required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis

#### **Auditor Responsibilities**

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements regarding the District's general fund. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

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. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the basic financial statements are 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 opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of *Holly Hill Road East Community Development District's* compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Management Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit; and
  - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by the entity's auditor;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of the audit, we will assist preparation of your financial statements and related notes. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and that you have accepted responsibility for them.

With respect to any nonattest services we perform, such as drafting the financial statements and proposing adjusting or correcting journal entries to be reviewed and approved by management, we will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the engagement are as follows:

- We will perform the services in accordance with applicable professional standards, including Government Auditing Standards
- The engagement is limited to the drafting of financial statements as previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account codings and approving journal entries.

*Government Auditing Standards* require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of the preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

### Reporting

We will issue a written report upon completion of our audit of *Holly Hill Road East Community Development District's* basic financial statements. Our report will be addressed to the governing body of *Holly Hill Road East Community Development District*. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

### Other

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

### Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We expect to begin our audit in January 2021 and the audit reports and all corresponding reports will be issued no later than June 1, 2021.

Tamara Campbell is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising McDermitt Davis & Company, LLC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for these services described in this letter will be \$4,000 for the year ended September 30, 2020 (\$4,000 for September 30, 2021; \$4,000 for September 30, 2022; \$4,100 for September 30, 2023; and \$4,100 for September 30, 2024), inclusive of all costs and out-of-pocket expenses, unless the scope of the engagement is changed; the assistance that *Holly Hill Road East Community Development District* has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding.

Our invoices for fees shall be rendered upon completion of the work, shall provide sufficient detail to demonstrate that fees charged are solely for the specified services as actually rendered and shall demonstrate compliance with the terms of this agreement.

This Agreement provides for the agreement period of one (1) year, unless terminated earlier in accordance with this Agreement. This agreement may be renewed for four additional years subject to the mutual agreement by both parties to the terms and fees for such renewal. The District agrees that Auditor may terminate this Agreement with or without 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. Auditor agrees that the District may terminate this Agreement immediately with cause. Auditor further agrees that the District may terminate this Agreement by providing thirty (30) days' written notice of termination to Auditor. Upon any termination of this Agreement, Auditor shall be entitled to payment for all work and/or services rendered up until the effective termination date, subject to whatever claims or off-sets the District may have against Auditor.

Whenever possible, we will attempt to use *Holly Hill Road East Community Development District's* personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

This audit engagement letter with any addendum, if any, constitute the complete and exclusive statement of the agreement between the parties.

#### **Public Records**

Auditor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and. Accordingly, Auditor 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 Government Management Services ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Auditor 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 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 Auditor'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 Auditor, Auditor 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 THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT 407-841-5524, JBURNS@GMSFCFL.COM, OR AT 219 EAST LIVINGSTON ST., ORLANDO, FL 32801.**

At the conclusion of our audit engagement, we will communicate to the Board of Supervisors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of McDirmitt Davis, LLC and constitutes confidential information. However, we may be requested to make certain audit documentation available to a federal or state 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, pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of McDirmitt Davis, LLC's 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 of information contained therein to others, including other governmental agencies.

In accordance with the requirements of Government Auditing Standards, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



McDirmitt Davis, LLC  
Orlando, FL

\*\*\*\*\*

RESPONSE:

This letter correctly sets forth our understanding.

Holly Hill Road East Community Development District

Acknowledged and agreed on behalf of Holly Hill Road East Community Development District by:

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

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



PRIDA, GUIDA & PEREZ, P.A.  
CERTIFIED PUBLIC ACCOUNTANTS  
1106 N. FRANKLIN STREET  
TAMPA, FLORIDA 33602  
TELEPHONE: (813) 226-6091  
FAX: (813) 229-7754

## Report on the Firm's System of Quality Control

August 21, 2020

To the Owners of McDirmit Davis, LLC  
And the Peer Review Committee of the  
Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC (the firm), in effect for the year ended June 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC in effect for the year ended June 30, 2020 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. McDirmit Davis, LLC has received a peer review rating of *pass*.

Prida Guida & Perez, P.A.

## SECTION VI

# Hopping Green & Sams

Attorneys and Counselors

January 28, 2021

Holly Hill Road East Community Development District  
c/o District Manager  
Governmental Management Services-Central Florida  
219 East Livingston Street  
Orlando, Florida 32801

Re: Holly Hill Road East Community Development District

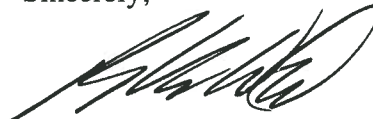
Dear District Manager:

The fee agreement in place between our firm and the District contemplates annual adjustments to the hourly billing after an annual evaluation by our firm. The firm is respectfully submitting this notification of increase in our standard hourly rates. The District will still benefit from a reduction in hourly rates as an existing client of the firm. My hourly rate will be \$365. The hourly rate of the associate most likely to provide services to the District will range from \$265 to \$285. The rate for paralegal services will be \$160. The updated hourly rates will become effective with the February billing statement, covering January 2021 time.

As always, we will continue to implement cost-effective strategies to minimize legal expenses for the District while at the same time providing thoughtful and comprehensive services.

If you have any questions, please feel free to call. We thank you for the opportunity to be of service.

Sincerely,



Roy Van Wyk

RVW/lk

cc: Rennie Heath, Chairman

Accepted:

\_\_\_\_\_  
Chair, Board of Supervisors

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



## SECTION VII

**RESOLUTION 2021-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE REMOVAL AND APPOINTMENT OF TREASURER OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Holly Hill Road East Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, and situated entirely within the City of Davenport, Polk County, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to provide for the removal and appointment of a Treasurer.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. George Flint is appointed Treasurer effective immediately. Effective immediately, the existing Treasurer, Ariel Lovera, is removed.

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

**PASSED AND ADOPTED THIS 16<sup>th</sup> DAY OF FEBRUARY 2021**

**ATTEST:**

**HOLLY HILL ROAD EAST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**SECRETARY/ASSISTANT SECRETARY**

\_\_\_\_\_  
**CHAIR**

## SECTION VIII

# SECTION C

# Holly Hill Road East CDD

## Field Management Report



February 16<sup>th</sup>, 2021

GMS

# Completed



- ✚ Added an additional dog station to trail between citrus Pointe and Citrus Isles
- ✚ Landscaper is clear on emptying and restocking requirements.

- ✚ Routinely checking and repairing turf issues within the dog park.
- ✚ Regular damage to the park.
- ✚ Some resident concerns regarding access to the dog park and non residents.



# Complete

- Dead palm trees were removed from the pool area.
- 7 trees in total were removed.





# Upcoming Projects

- ✚ Cleaning up fallen trees along trail etc.





# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at [csmith@gmscfl.com](mailto:csmith@gmscfl.com). Thank you.

Respectfully,  
Clayton Smith

# SECTION D

# SECTION 1

**HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT**  
**SPECIAL ASSESSMENT BONDS, ASSESSMENT AREA 4**  
(Acquisition and Construction)

The undersigned, a Responsible Officer of the Holly Hill Road East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor trustee (the "Trustee"), dated as of November 1, 2017, as supplemented by that certain Fourth Supplemental Trust Indenture dated as of August 1, 2020 (collectively, the "Assessment Area 4 Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Assessment Area 4 Indenture):

- (A) Requisition Number: 39
- (B) Identify Acquisition Agreement, if applicable:
- (C) Name of Payee pursuant to Acquisition Agreement: Danielle Fence
- (D) Amount Payable: \$10,701.21
- (E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments): Invoice # 99996 - Fence installation
- (F) Fund or Account and subaccount, if any, from which disbursement to be made:  
  
Assessment Area 4 Acquisition and Construction Account of the Acquisition and Construction Fund.

The undersigned hereby certifies that:

- 1. obligations in the stated amount set forth above have been incurred by the District,
- 2. each disbursement set forth above is a proper charge against the Assessment Area 4 Acquisition and Construction Account; and
- 3. each disbursement set forth above was incurred in connection with the Cost of the Assessment Area 4 Project.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto or on file with the District are copies of the invoice(s) or applicable contracts from the vendor of the property acquired or the services rendered, as well as applicable conveyance instruments (e.g. deed(s), bill(s) of sale, easement(s), etc.) with respect to which disbursement is hereby requested


**HOLLY HILL ROAD EAST COMMUNITY  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

Date: 1-18-21

**CONSULTING ENGINEER'S APPROVAL FOR  
NON-COST OF ISSUANCE OR [NON-OPERATING COSTS REQUESTS ONLY]**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof. The Consulting Engineer further certifies and agrees that for any acquisition: (a) the portion of the Project that is the subject of this requisition is complete, and (b) the purchase price to be paid by the District for the portion of the Project to be acquired with this disbursement is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements.

  
Consulting Engineer

Date: 1-17-20

Daniella Fene  
Req 39  
\$ 10,701.21

**HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT**  
**SPECIAL ASSESSMENT BONDS, ASSESSMENT AREA 4**  
(Acquisition and Construction)

The undersigned, a Responsible Officer of the Holly Hill Road East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor trustee (the "Trustee"), dated as of November 1, 2017, as supplemented by that certain Fourth Supplemental Trust Indenture dated as of August 1, 2020 (collectively, the "Assessment Area 4 Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Assessment Area 4 Indenture):

- (A) Requisition Number: 40
- (B) Identify Acquisition Agreement, if applicable:
- (C) Name of Payee pursuant to Acquisition Agreement: Wood & Associates Engineering
- (D) Amount Payable: \$1,210.00
- (E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments): Invoice # 924 – Engineering Services from 7/13/20 – 11/2/20
- (F) Fund or Account and subaccount, if any, from which disbursement to be made:  
  
Assessment Area 4 Acquisition and Construction Account of the Acquisition and Construction Fund.

The undersigned hereby certifies that:

- 1. obligations in the stated amount set forth above have been incurred by the District,
- 2. each disbursement set forth above is a proper charge against the Assessment Area 4 Acquisition and Construction Account; and
- 3. each disbursement set forth above was incurred in connection with the Cost of the Assessment Area 4 Project.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto or on file with the District are copies of the invoice(s) or applicable contracts from the vendor of the property acquired or the services rendered, as well as applicable conveyance instruments (e.g. deed(s), bill(s) of sale, easement(s), etc.) with respect to which disbursement is hereby requested

**HOLLY HILL ROAD EAST COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

Responsible Officer

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

**CONSULTING ENGINEER'S APPROVAL FOR  
NON-COST OF ISSUANCE OR [NON-OPERATING COSTS REQUESTS ONLY]**

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof. The Consulting Engineer further certifies and agrees that for any acquisition: (a) the portion of the Project that is the subject of this requisition is complete, and (b) the purchase price to be paid by the District for the portion of the Project to be acquired with this disbursement is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements.

\_\_\_\_\_  
Consulting Engineer

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

Wood & Associates

Rcy 40

\$1210.00

## SECTION 2



# Holly Hill Road East

## Community Development District

### Summary of Checks

December 01, 2020 to February 8, 2021

Bank	Date	Check No.'s	Amount
General Fund	12/4/20	056-059	\$ 6,918.36
	12/11/20	060-062	\$ 5,545.68
	12/18/20	63	\$ 17,133.02
	12/29/20	064-070	\$ 6,280.07
	1/7/21	071-072	\$ 1,694.50
	1/22/21	073-080	\$ 12,845.00
			<hr/>
			\$ 50,416.63
			<hr/>
			<b>\$ 50,416.63</b>

DATE CHECK	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
12/04/20	00041	11/23/20	5152 202011 310-51300-49000 CLEANING SVC NOV 20	CLEAN STAR SERVICES OF CENTRAL FL	*	950.00	950.00 000056
12/04/20	00001	10/31/20	10 202010 330-53800-48500 POOL FURNITURE CLEANING		*	367.34	
		10/31/20	9 202010 330-53800-48500 AMENITY MAINT OCT 20		*	1,009.02	
				GOVERNMENTAL MANAGEMENT SERVICES-CF			1,376.36 000057
12/04/20	00052	11/03/20	1844 202011 310-51300-49000 INSTALL TOWING SIGN		*	567.00	
				PBM SPECIALTIES			567.00 000058
12/04/20	00040	10/01/20	OS 15716 202010 320-53800-46200 LANDSCAPE MAINT OCT 20		*	3,025.00	
		10/01/20	OS 15716 202010 330-53800-48200 AMENITY LANDSCAPE OCT 20		*	1,000.00	
				YELLOWSTONE LANDSCAPE			4,025.00 000059
12/11/20	00001	12/01/20	11 202012 310-51300-34000 MANAGEMENT FEES DEC 20		*	2,916.67	
		12/01/20	11 202012 310-51300-35100 INFORMATION TECH DEC 20		*	225.00	
		12/01/20	11 202012 310-51300-51000 OFFICE SUPPLIES DEC 20		*	.51	
		12/01/20	11 202012 310-51300-42000 POSTAGE DEC 20		*	8.50	
		12/01/20	12 202012 320-53800-12000 FIELD MANAGEMENT DEC 20		*	1,250.00	
				GOVERNMENTAL MANAGEMENT SERVICES-CF			4,400.68 000060
12/11/20	00021	11/06/20	20419166 202011 330-53800-48000 PEST CONTROL NOV 20		*	45.00	
				ORKIN			45.00 000061
12/11/20	00025	12/02/20	3085 202012 320-53800-46200 MOW SLOPE		*	1,100.00	
				PRINCE & SONS INC.			1,100.00 000062
12/18/20	00029	12/17/20	121720 202012 300-20700-10000 ASSESSMENT TXFER - S2017		*	11,128.64	
		12/17/20	121720 202012 300-20700-10000 ASSESSMENT TXFER - S2018		*	6,004.38	
				US BANK AS TRUSTEE FOR HOLLY H			17,133.02 000063

HHRD HOLLY HILL CDD IAGUILAR

\*\*\* CHECK DATES 12/01/2020 - 02/08/2021 \*\*\*  
 HOLLY HILL ROAD E-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 #
12/29/20	00003	12/15/20	AR121520 202012 310-51300-11000 BOS MEETING 12/15/20	ANDREW RHINEHART	*	200.00	200.00 000064
12/29/20	00001	11/30/20	15 202011 330-53800-48300 AMENITY REPAIR/MAINTENACE		*	331.07	
		11/30/20	15 202011 320-53800-49000 INSTALL TOWING SIGN		*	240.00	
			GOVERNMENTAL MANAGEMENT SERVICES-CF				571.07 000065
12/29/20	00015	11/30/20	118761 202010 310-51300-31500 GENERAL COUNSEL OCT 20		*	840.50	
		12/17/20	119115 202011 310-51300-31500 GENERAL COUNSEL NOV 20		*	43.50	
			HOPPING GREEN & SAMS				884.00 000066
12/29/20	00020	12/15/20	LS121520 202012 310-51300-11000 BOS MEETING 12/15/20	LAUREN SCHWENK	*	200.00	200.00 000067
12/29/20	00023	12/15/20	PM121520 202012 310-51300-11000 BOS MEETING 12/15/20	PATRICK MARONE	*	200.00	200.00 000068
12/29/20	00027	12/15/20	RH121520 202012 310-51300-11000 BOS MEETING 12/15/20	RENNIE HEATH	*	200.00	200.00 000069
12/29/20	00040	12/01/20	OS 17516 202012 330-53800-48200 AMENITY LANDSCAPE DEC 20		*	1,000.00	
		12/01/20	OS 17516 202012 320-53800-46200 LANDSCAPE MAINT DEC 20		*	3,025.00	
			YELLOWSTONE LANDSCAPE				4,025.00 000070
1/07/21	00042	7/11/20	29295071 202007 330-53800-48100 REPLACE POOL MOTOR	ALLSTAR ELECTRICAL EXPERTS INC.	*	744.50	744.50 000071
1/07/21	00041	12/18/20	5237 202012 330-53800-48600 CLEANING SERVICES DEC 20	CLEAN STAR SERVICES OF CENTRAL FL	*	950.00	950.00 000072
1/22/21	00003	1/05/21	AR010520 202101 310-51300-11000 BOS MEETING 1/5/21	ANDREW RHINEHART	*	200.00	200.00 000073

HHRD HOLLY HILL CDD IAGUILAR

DATE CHECK	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
1/22/21	00018	12/31/20	1043702 202012 310-51300-48000		*	551.83	
			NOT BOS MEETING 12/8/20				
		12/31/20	1043702 202012 310-51300-48000		*	435.16	
			NOT BOS MEETING 12/29/20				
LAKELAND LEDGER PUBLISHING							986.99 000074
1/22/21	00020	1/05/21	LS010520 202101 310-51300-11000		*	200.00	
			BOS MEETING 1/5/21				
LAUREN SCHWENK							200.00 000075
1/22/21	00023	1/05/21	PM010520 202101 310-51300-11000		*	200.00	
			BOS MEETING 1/5/21				
PATRICK MARONE							200.00 000076
1/22/21	00050	11/01/20	12415 202011 330-53800-48100		*	1,350.00	
			POOL MAINTENANCE NOV 20				
		1/01/21	12769 202101 330-53800-48100		*	1,350.00	
			POOL MAINTENANCE JAN 21				
RESORT POOL SERVICES							2,700.00 000077
1/22/21	00028	1/05/21	SS010520 202101 310-51300-11000		*	200.00	
			BOS MEETING 1/5/21				
SCOTT SHAPIRO							200.00 000078
1/22/21	00031	12/24/20	5980489 202012 310-51300-32300		*	3,717.38	
			TRUSTEE FEE S17 FY21				
		12/24/20	5981308 202012 310-51300-32300		*	4,040.63	
			TRUSTEE FEE S18 FY21				
US BANK							7,758.01 000079
1/22/21	00032	9/30/20	1955 202009 310-51300-35100		*	300.00	
			QUARTERLY AUDIT SEPT 20				
		12/31/20	2230 202012 310-51300-35100		*	300.00	
			QUARTERLY AUDIT DEC 20				
VGLOBALTECH							600.00 000080
TOTAL FOR BANK A						50,416.63	
TOTAL FOR REGISTER						50,416.63	

## SECTION 3

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

***Unaudited Financial Reporting***  
***December 31, 2020***



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**Holly Hill Road East**  
**Community Development District**  
**Combined Balance Sheet**  
**December 31, 2020**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
<b>Cash:</b>				
Suntrust	\$ 570,800	\$ -	\$ 930	\$ 571,730
<b>Investments</b>				
Series 2017				
Reserve	\$ -	\$ 114,438	\$ -	\$ 114,438
Revenue	\$ -	\$ 43,664	\$ -	\$ 43,664
Prepayment	\$ -	\$ 0	\$ -	\$ 0
Redemption	\$ -	\$ 182	\$ -	\$ 182
Series 2018				
Reserve	\$ -	\$ 62,356	\$ -	\$ 62,356
Revenue	\$ -	\$ 35,587	\$ -	\$ 35,587
Interest	\$ -	\$ 0	\$ -	\$ 0
Prepayment	\$ -	\$ 0	\$ -	\$ 0
Construction	\$ -	\$ -	\$ 51	\$ 51
Series 2020A3				
Reserve	\$ -	\$ 238,254	\$ -	\$ 238,254
Revenue	\$ -	\$ 3	\$ -	\$ 3
Interest	\$ -	\$ 1	\$ -	\$ 1
Cost of Issuance	\$ -	\$ -	\$ 0	\$ 0
Series 2020A4				
Reserve	\$ -	\$ 191,400	\$ -	\$ 191,400
Revenue	\$ -	\$ 4	\$ -	\$ 4
Interest	\$ -	\$ 64,050	\$ -	\$ 64,050
Construction	\$ -	\$ -	\$ 11,913	\$ 11,913
Cost of Issuance	\$ -	\$ -	\$ 0	\$ 0
Deposits	\$ 1,160	\$ -	\$ -	\$ 1,160
Due From Developer	\$ -	\$ -	\$ 31	\$ 31
Due from General Fund	\$ -	\$ 317,643	\$ -	\$ 317,643
<b>Total Assets</b>	<b>\$ 571,960</b>	<b>\$ 1,067,582</b>	<b>\$ 12,926</b>	<b>\$ 1,652,468</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 12,390	\$ -	\$ -	\$ 12,390
Due To Debt Service	\$ 317,643	\$ -	\$ -	\$ 317,643
Retainage Payable	\$ -	\$ -	\$ 52,356	\$ 52,356
<b>Total Liabilities</b>	<b>\$ 330,032</b>	<b>\$ -</b>	<b>\$ 52,356</b>	<b>\$ 382,388</b>
<b>Fund Balances:</b>				
Unassigned	\$ 241,928	\$ -	\$ -	\$ 241,928
Restricted for Debt Service 2017	\$ -	\$ 364,606	\$ -	\$ 364,606
Restricted for Debt Service 2018	\$ -	\$ 209,264	\$ -	\$ 209,264
Restricted for Debt Service 2020A3	\$ -	\$ 238,258	\$ -	\$ 238,258
Restricted for Debt Service 2020A4	\$ -	\$ 255,454	\$ -	\$ 255,454
Assigned for Capital Projects 2018	\$ -	\$ -	\$ 51	\$ 51
Assigned for Capital Projects 2020A3	\$ -	\$ -	\$ (34,241)	\$ (34,241)
Assigned for Capital Projects 2020A3	\$ -	\$ -	\$ (5,240)	\$ (5,240)
<b>Total Fund Balances</b>	<b>\$ 241,928</b>	<b>\$ 1,067,582</b>	<b>\$ (39,429)</b>	<b>\$ 1,270,080</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 571,960</b>	<b>\$ 1,067,582</b>	<b>\$ 12,926</b>	<b>\$ 1,652,468</b>



**Holly Hill Road East**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 12/31/20	Thru 12/31/20	Variance
<b>Revenues</b>				
Assessments - Tax Roll	\$ 235,874	\$ 223,095	\$ 223,095	\$ -
Assessments - Direct	\$ 62,848	\$ 45,197	\$ 45,197	\$ -
Developer Contributions	\$ 39,888	\$ -	\$ -	\$ -
Intra-Governmental Revenue	\$ 42,384	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 380,994</b>	<b>\$ 268,292</b>	<b>\$ 268,292</b>	<b>\$ -</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 12,000	\$ 3,000	\$ 1,800	\$ 1,200
Engineering Fees	\$ 10,000	\$ 2,500	\$ -	\$ 2,500
Legal Services	\$ 30,000	\$ 7,500	\$ 884	\$ 6,616
Arbitrage	\$ 1,800	\$ -	\$ -	\$ -
Dissemination	\$ 6,500	\$ 6,500	\$ 6,500	\$ -
Assessment Roll Services	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
Reamortization Schedules	\$ 750	\$ -	\$ -	\$ -
Auditing Services	\$ 7,000	\$ -	\$ -	\$ -
Trustee Fee	\$ 14,870	\$ 9,051	\$ 9,051	\$ -
Management Fees	\$ 35,000	\$ 8,750	\$ 8,750	\$ (0)
Information Technology	\$ 2,700	\$ 675	\$ 975	\$ (300)
Telephone	\$ 200	\$ 50	\$ -	\$ 50
Postage	\$ 500	\$ 125	\$ 33	\$ 92
Printing and Binding	\$ 1,700	\$ 425	\$ 4	\$ 421
Office Supplies	\$ 200	\$ 50	\$ 6	\$ 44
Insurance	\$ 5,800	\$ 5,800	\$ 5,381	\$ 419
Legal Advertising	\$ 5,000	\$ 1,250	\$ 987	\$ 263
Property Appraiser	\$ -	\$ -	\$ -	\$ -
Property Taxes	\$ 75	\$ -	\$ -	\$ -
Miscellaneous Contingency	\$ 3,500	\$ 875	\$ 1,903	\$ (1,028)
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total General &amp; Administrative:</b>	<b>\$ 157,770</b>	<b>\$ 66,726</b>	<b>\$ 56,449</b>	<b>\$ 10,277</b>
<b><u>Operations and Maintenance Expenses</u></b>				
<b>Maintenance:</b>				
Field Management	\$ 15,000	\$ 3,750	\$ 3,750	\$ -
Electric	\$ 1,200	\$ 300	\$ 448	\$ (148)
Streetlighting	\$ 14,400	\$ 3,600	\$ 3,368	\$ 232
Water	\$ 500	\$ 125	\$ -	\$ 125
Property Insurance	\$ 3,200	\$ 3,200	\$ 3,119	\$ 81
Landscape Maintenance	\$ 50,300	\$ 12,575	\$ 10,175	\$ 2,400
Landscape Replacement	\$ 8,000	\$ 2,000	\$ -	\$ 2,000
Irrigation Repairs	\$ 5,000	\$ 1,250	\$ -	\$ 1,250
Storm Damage	\$ 3,000	\$ 750	\$ -	\$ 750
Miscellaneous Contingency	\$ 5,000	\$ 1,250	\$ 240	\$ 1,010
<b>Total Maintenance</b>	<b>\$ 105,600</b>	<b>\$ 28,800</b>	<b>\$ 21,101</b>	<b>\$ 7,699</b>

**Holly Hill Road East**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**


**Amenities:**

Property Insurance	\$	7,700	\$	7,700	\$	7,637	\$	63
Amenity Landscaping	\$	18,000	\$	4,500	\$	3,000	\$	1,500
Amenity Landscape Replacement	\$	5,000	\$	1,250	\$	-	\$	1,250
Electric	\$	20,000	\$	5,000	\$	3,430	\$	1,570
Water	\$	620	\$	155	\$	73	\$	82
Internet	\$	1,700	\$	425	\$	553	\$	(128)
Equipment Repairs & Maintenance	\$	-	\$	-	\$	331	\$	(331)
Janitorial Services	\$	11,400	\$	2,850	\$	3,120	\$	(270)
Pest Control	\$	578	\$	144	\$	93	\$	51
Amenity Repairs & Maintenance	\$	2,500	\$	625	\$	2,311	\$	(1,686)
Pool Maintenance	\$	16,200	\$	4,050	\$	2,700	\$	1,350
Playground Lease	\$	33,427	\$	8,357	\$	8,429	\$	(72)
<b>Total Amenities</b>	<b>\$</b>	<b>117,125</b>	<b>\$</b>	<b>35,056</b>	<b>\$</b>	<b>31,677</b>	<b>\$</b>	<b>3,380</b>

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**Other Financing Sources/(Uses)**

Transfer In/Out	\$	(500)	\$	-	\$	-	\$	-
				-		-		-

<b>Excess Revenues (Expenditures)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>159,066</b>
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<b>Fund Balance - Beginning</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>82,862</b>
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<b>Fund Balance - Ending</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>241,928</b>
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# Holly Hill Road East

## Community Development District

### Debt Service Fund Series 2017

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2020


#### **Revenues**

Special Assessments	\$	315,049	\$	217,141	\$	217,141	\$	-
Interest	\$	-	\$	-	\$	3	\$	3

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#### **Expenditures:**

##### **General & Administrative:**

Special Call - 11/1	\$	-	\$	-	\$	5,000	\$	(5,000)
Interest Expense - 11/1	\$	84,054	\$	84,054	\$	81,054	\$	3,000
Principal Expense - 5/1	\$	65,000	\$	-	\$	-	\$	-
Interest Expense - 5/1	\$	84,054	\$	-	\$	-	\$	-

<b>Excess Revenues (Expenditures)</b>	\$	81,941	\$	131,090
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<b>Fund Balance - Beginning</b>	\$	-	\$	233,516
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<b>Fund Balance - Ending</b>	\$	81,941	\$	364,606
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**Holly Hill Road East**  
**Community Development District**  
**Debt Service Fund Series 2018**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**


**Revenues**

Special Assessments	\$	167,344	\$	117,157	\$	117,157	\$	-
Interest	\$	-	\$	-	\$	2	\$	2

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**Expenditures:**

**General & Administrative:**

Special Call - 11/1	\$	-	\$	-	\$	5,000	\$	(5,000)
Interest Expense - 11/1	\$	45,994	\$	45,994	\$	45,994	\$	-
Principal Expense - 5/1	\$	30,000	\$	-	\$	-	\$	-
Interest Expense - 5/1	\$	45,994	\$	-	\$	-	\$	-

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<b>Excess Revenues (Expenditures)</b>	\$	45,356	\$	66,165
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<b>Fund Balance - Beginning</b>	\$	-	\$	143,099
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<b>Fund Balance - Ending</b>	\$	45,356	\$	209,264
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# Holly Hill Road East

## Community Development District

### Debt Service Fund Series 2020A3

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2020


#### **Revenues**

Interest	\$	-	\$	-	\$	4	\$	4
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	-	-
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#### **Expenditures:**

##### ***General & Administrative:***

Interest Expense - 11/1	\$	-	\$	-	\$	63,076	\$	(63,076)
Principal Expense - 5/1	\$	-	\$	-	\$	-	\$	-
Interest Expense - 5/1	\$	-	\$	-	\$	-	\$	-

<b>Total Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>63,076</b>	<b>\$</b>	<b>(63,076)</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$</b>	<b></b>	<b>\$</b>	<b>(63,071)</b>
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<b>Fund Balance - Beginning</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>301,329</b>
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<b>Fund Balance - Ending</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>238,258</b>
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# Holly Hill Road East

## Community Development District

### Debt Service Fund Series 2020A4

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2020


#### **Revenues**

Interest	\$	-	\$	-	\$	4	\$	4
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	-	-
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#### **Expenditures:**

##### ***General & Administrative:***

Interest Expense - 11/1	\$	-	\$	-	\$	23,485	\$	(23,485)
Principal Expense - 5/1	\$	-	\$	-	\$	-	\$	-
Interest Expense - 5/1	\$	-	\$	-	\$	-	\$	-

<b>Total Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>23,485</b>	<b>\$</b>	<b>(23,485)</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$</b>	<b></b>	<b>\$</b>	<b>(23,481)</b>
---------------------------------------	-----------	---------	-----------	-----------------

<b>Fund Balance - Beginning</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>278,935</b>
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<b>Fund Balance - Ending</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>255,454</b>
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**Holly Hill Road East**  
**Community Development District**  
**Capital Projects Fund Series 2018**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**

<b><u>Revenues</u></b>								
Interest	\$	-	\$	-	\$	-	\$	-
<b><u>Expenditures:</u></b>								
<b><u>General &amp; Administrative:</u></b>								
Capital Outlay	\$	-	\$	-	\$	-	\$	-

**Holly Hill Road East**  
**Community Development District**  
**Capital Projects Fund Series 2020A3**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**

<b>Revenues</b>							
Interest	\$	-	\$	-	\$	14	\$ 14
<b>Expenditures:</b>							
<b><i>General &amp; Administrative:</i></b>							
Capital Outlay	\$	-	\$	-	\$	486,315	\$ (486,315)
<b>Total Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>486,315</b>	<b>\$ (486,315)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>(486,301)</b>	
<b>Fund Balance - Beginning</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>452,061</b>	
<b>Fund Balance - Ending</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>(34,241)</b>	



**Holly Hill Road East**  
**Community Development District**  
**Capital Projects Fund Series 2020A4**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2020**

<b>Revenues</b>							
Interest	\$	-	\$	-	\$	18	\$ 18
<b>Expenditures:</b>							
<b><u>General &amp; Administrative:</u></b>							
Miscellaneous Expense	\$	-	\$	-	\$	70	\$ (70)
Capital Outlay	\$	-	\$	-	\$	760,438	\$ (760,438)
<b>Total Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>760,508</b>	<b>\$ (760,508)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>(760,490)</b>	
<b>Fund Balance - Beginning</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>755,250</b>	
<b>Fund Balance - Ending</b>	<b>\$</b>	<b>-</b>			<b>\$</b>	<b>(5,240)</b>	

**Holly Hill Road East**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<b>Revenues</b>													
Assessments - Tax Roll	\$ -	\$ 1,967	\$ 221,128	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	223,095
Assessments - Direct	\$ 27,545	\$ -	\$ 17,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	45,197
Developer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Intra-Governmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total Revenues</b>	<b>\$ 27,545</b>	<b>\$ 1,967</b>	<b>\$ 238,780</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>268,292</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ 1,000	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,800
Engineering Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Legal Services	\$ 841	\$ 44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	884
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Dissemination	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6,500
Assessment Roll Services	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20,000
Reamortization Schedules	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Auditing Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Trustee Fee	\$ 1,293	\$ -	\$ 7,758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,051
Management Fees	\$ 2,917	\$ 2,917	\$ 2,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8,750
Information Technology	\$ 225	\$ 225	\$ 525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	975
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Postage	\$ 4	\$ 21	\$ 9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	33
Printing and Binding	\$ 4	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4
Office Supplies	\$ 3	\$ 3	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6
Travel Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Insurance	\$ 5,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,381
Legal Advertising	\$ -	\$ -	\$ 987	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	987
Property Appraiser	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Miscellaneous Contingency	\$ -	\$ 1,782	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,903
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	175
<b>Total General &amp; Administrative:</b>	<b>\$ 38,341</b>	<b>\$ 4,992</b>	<b>\$ 13,116</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>56,449</b>
<b>Operations and Maintenance Expenses</b>													
<b>Maintenance:</b>													
Field Management	\$ 1,250	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,750
Electric	\$ 172	\$ 133	\$ 143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	448
Streetlighting	\$ 1,123	\$ 1,123	\$ 1,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,368
Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
General Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Property Insurance	\$ 3,119	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,119
Landscape Maintenance	\$ 3,025	\$ 3,025	\$ 4,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10,175
Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Fertilizers/Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Irrigation Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Storm Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Miscellaneous Contingency	\$ -	\$ 240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	240
<b>Total Maintenance</b>	<b>\$ 8,689</b>	<b>\$ 5,771</b>	<b>\$ 6,640</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>21,101</b>

**Holly Hill Road East**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<b>Amenities:</b>													
Property Insurance	\$ 7,637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7,637
Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Maintenance Staff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Amenity Landscaping	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,000
Amenity Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Electric	\$ 1,530	\$ 909	\$ 990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,430
Water	\$ -	\$ 35	\$ 37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	73
Internet	\$ 132	\$ 132	\$ 289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	553
Equipment Repairs & Maintenance	\$ -	\$ 331	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	331
Janitorial Services	\$ 2,170	\$ -	\$ 950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,120
Pest Control	\$ 48	\$ 45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	93
Amenity Repairs & Maintenance	\$ 2,311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,311
Pool Maintenance	\$ 1,350	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,700
Playground Lease	\$ 2,786	\$ 2,822	\$ 2,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8,429
<b>Total Amenities</b>	<b>\$ 18,964</b>	<b>\$ 6,624</b>	<b>\$ 6,089</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>31,677</b>
<b>Total Operations and Maintenance Expenses</b>	<b>\$ 27,653</b>	<b>\$ 12,395</b>	<b>\$ 12,729</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>52,777</b>
<b>Total Expenditures</b>	<b>\$ 65,995</b>	<b>\$ 17,386</b>	<b>\$ 25,845</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>109,226</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (38,449)</b>	<b>\$ (15,420)</b>	<b>\$ 212,935</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>159,066</b>

# Holly Hill Road East

## Community Development District

### Long Term Debt Report

SERIES 2017, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATE:	3.5%, 4.1%, 4.625%, 5.0%
MATURITY DATE:	5/1/48
RESERVE FUND DEFINITION	50% of the Maximum Annual Debt service
RESERVE FUND REQUIREMENT	\$114,438
RESERVE FUND BALANCE	\$114,438
BONDS OUTSTANDING 10/19/2017	\$4,160,000
LESS: SPECIAL CALL 6/18/18	(\$150,000)
LESS: SPECIAL CALL 8/1/18	(\$420,000)
LESS: SPECIAL CALL 11/1/18	(\$15,000)
LESS: PRINCIPAL PAYMENT 5/1/19	(\$60,000)
LESS: PRINCIPAL PAYMENT 5/1/20	(\$60,000)
LESS: SPECIAL CALL 11/1/20	(\$5,000)
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$3,450,000</b>

SERIES 2018, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATE:	4.25%, 5.0%, 5.25%
MATURITY DATE:	5/1/48
RESERVE FUND DEFINITION	50% of the Maximum Annual Debt Service
RESERVE FUND REQUIREMENT	\$62,356
RESERVE FUND BALANCE	\$62,356
BONDS OUTSTANDING 10/19/2018	\$2,800,000
LESS: SPECIAL CALL 8/1/19	(\$930,000)
LESS: SPECIAL CALL 11/1/19	(\$35,000)
LESS: PRINCIPAL PAYMENT 5/1/20	(\$30,000)
LESS: SPECIAL CALL 11/1/20	(\$5,000)
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$1,800,000</b>

SERIES 2020 ASSESSMENT AREA 3, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATE:	4.0%, 4.5%, 5.0%, 5.0%
MATURITY DATE:	11/1/50
RESERVE FUND DEFINITION	Maximum Annual Debt Service
RESERVE FUND REQUIREMENT	\$238,250
RESERVE FUND BALANCE	\$238,254
BONDS OUTSTANDING 5/20/20	\$3,660,000
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$3,660,000</b>

SERIES 2020 ASSESSMENT AREA 4, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATE:	3.0%, 3.5%, 4.0%, 4.0%
MATURITY DATE:	5/1/51
RESERVE FUND DEFINITION	Maximum Annual Debt Service
RESERVE FUND REQUIREMENT	\$191,400
RESERVE FUND BALANCE	\$191,400
BONDS OUTSTANDING 7/22/2020	\$3,325,000
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$3,325,000</b>

**Holly Hill Road East**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Special Assessment Receipts**  
**Fiscal Year 2021**

Gross Assessments	\$	253,627.20	\$	246,858.36	\$	133,191.00	\$	633,676.56
Net Assessments	\$	235,873.30	\$	229,578.27	\$	123,867.63	\$	589,319.20

**ON ROLL ASSESSMENTS**

40.02%	38.96%	21.02%	100.00%
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<i>Date</i>	<i>Distribution</i>	<i>Gross Amount</i>	<i>Commissions</i>	<i>Discount/Penalty</i>	<i>Interest</i>	<i>Net Receipts</i>	<i>O&amp;M Portion</i>	<i>2017 Debt Service</i>	<i>2018 Debt Service</i>	<i>Total</i>
11/20/20	ACH	\$1,025.34	(\$19.43)	(\$53.83)	\$0.00	\$952.08	\$381.06	\$370.90	\$200.12	\$952.08
11/23/20	ACH	\$4,210.60	(\$80.84)	(\$168.42)	\$0.00	\$3,961.34	\$1,585.51	\$1,543.21	\$832.62	\$3,961.34
12/01/20	ACH	\$6,498.63	(\$124.77)	(\$259.95)	\$0.00	\$6,113.91	\$2,447.07	\$2,381.77	\$1,285.07	\$6,113.91
12/11/20	ACH	\$18,643.15	(\$357.95)	(\$745.76)	\$0.00	\$17,539.44	\$7,020.11	\$6,832.76	\$3,686.57	\$17,539.44
12/18/20	ACH	\$568,838.63	(\$10,921.69)	(\$22,754.31)	\$0.00	\$535,162.63	\$214,197.29	\$208,480.76	\$112,484.59	\$535,162.64
12/31/20	1% Fee Adj	(\$6,336.77)	\$0.00	\$0.00	\$0.00	(\$6,336.77)	(\$2,536.27)	(\$2,468.59)	(\$1,331.91)	(\$6,336.77)
<b>TOTAL</b>		<b>\$ 592,879.58</b>	<b>\$ (11,504.68)</b>	<b>\$ (23,982.27)</b>	<b>\$ -</b>	<b>\$ 557,392.63</b>	<b>\$ 223,094.77</b>	<b>\$ 217,140.81</b>	<b>\$ 117,157.06</b>	<b>\$ 557,392.64</b>

95%	Net Percent Collected
\$ 31,926.57	Balance Remaining to Collect

**Holly Hill Road East**  
**Community Development District**  
**Special Assessment Revenue Bonds, Series 2020A3**  
**Citrus Landing**  
**Construction Account Schedule**

Date	Request #	Contractor	Description	Amount
<b>Fiscal Year 2020</b>				
7/23/20	REQ - 1	Mack Industries	Invoice# MCI 114118 - Construction Materials	\$ 26,423.00
7/23/20	REQ - 2	Tucker Paving	Pay Application #4 - Services through 6/30/20	\$ 163,184.87
7/23/20	REQ - 3	Wood & Associates Engineering	Invoice# 711 & 712 - Plat & Engineering Services from 04/06/20 - 05/31/20	\$ 9,400.00
7/20/20	REQ - 4	Cassidy Holdings Group	Reimbursement for Construction Related Expenses	\$ 152,687.28
7/20/20	REQ - 5	Citrus Landings Development	Reimbursement for Construction Related Expenses	\$ 96,666.73
7/20/20	REQ - 6	JMBI Real Estate	Reimbursement for Construction Related Expenses	\$ 37,773.36
7/23/20	REQ - 7	Mack Industries	Invoice# MCI 114203, 114265, 114296 & 114297 - Construction Materials	\$ 49,055.00
7/29/20	REQ - 8	4 Rooks	Forcemain & Lift Station	\$ 260,106.88
7/29/20	REQ - 9	Hopping Green & Sams	Invoice# 115364 - Phase 3 Counsel Services through 05/31/20	\$ 326.20
7/29/20	REQ - 10	Mack Industries	Invoice# MCI 114327 & 114328 - Construction Materials	\$ 11,950.00
9/14/20	REQ - 11	Greenberg Traurig	Invoice# 5446012 - Series 2020 Assessment Bonds Phases 3 & 4	\$ 339.75
9/14/20	REQ - 12	Tucker Paving	Pay Application #6 - Services through 7/30/20	\$ 427,856.33
9/14/20	REQ - 13	Danielle Fence	Invoice# 98985 - PVC Fence Installation - 35% Deposit	\$ 16,286.27
9/14/20	REQ - 14	Hopping Green & Sams	Invoice# 116282 - Legal Services through 06/30/20	\$ 315.56
9/14/20	REQ - 15	Citrus Landing, LLC	Invoice# 736 - Construction Management Services from 08/16/20 - 08/31/20	\$ 3,000.00
9/14/20	REQ - 16	Wood & Associates Engineering	Invoice# 771 - Engineering Services from 06/01/20 - 08/16/20	\$ 6,300.00
9/14/20	REQ - 17	Wood & Associates Engineering	Invoice# 772 - Engineering Services from 06/01/20 - 08/16/20	\$ 1,500.00
9/14/20	REQ - 18	Core & Main	Construction Materials submitted July 2020 ODP Tracking Sheet	\$ 174,109.34
9/14/20	REQ - 19	Core & Main	Construction Materials submitted August 2020 ODP Tracking Sheet	\$ 96,093.24
9/14/20	REQ - 20	Mack Concrete	Construction Materials submitted August 2020 ODP Tracking Sheet	\$ 9,098.00
9/14/20	REQ - 21	Mack Concrete	Construction Materials submitted July 2020 ODP Tracking Sheet	\$ 38,760.00
9/23/20	REQ - 22	Citrus Landings Development	Invoice # 748 - Construction Management 9/1/20 - 9/15/20	\$ 3,000.00
9/23/20	REQ - 23	Tucker Paving	Pay Application #7 - Services through 8/31/20	\$ 571,727.23
9/28/20	REQ - 24	Wood & Associates Engineering	Invoice# 834 - Engineering Services from 06/1/20 - 08/16/20	\$ 467.50

**TOTALS \$ 2,156,426.54**

<b>Fiscal Year 2020</b>				
6/23/20		Bond Proceeds		\$ 3,022,410.99
7/1/20		Interest		\$ 3.97
8/3/20		Interest		\$ 14.35
9/25/20		Reimbursement for Requisition 3 - Already paid by Developer		\$ 9,400.00
9/1/20		Interest		\$ 11.29
9/21/20		Reimbursement for Requisition 11 Area 4		\$ 5,023.00
9/21/20		Reimbursement for Requisition 14 Area 4		\$ 35,133.00

**TOTALS \$ 3,071,996.60**

Acquisition/Construction Fund at 10/01/19	\$ -
Inflows through 09/30/20	\$ 3,071,996.60
Outflows thru 09/30/20	\$ (2,156,426.54)
Remaining Acquisition/Construction Fund	<u>\$ 915,570.06</u>

<b>Fiscal Year 2021</b>				
10/6/20	REQ - 25	Citrus Landings Development	Invoice# 760 - Construction Management Services from 9/16/20 - 9/30/20	\$ 3,000.00
10/22/20	REQ - 26	Wood & Associates Engineering	Invoice # 858 - Payment for Citrus Landing Plats	\$ 2,373.65
	REQ - 27	Polk County Clerk of Courts	VOID	\$ -
10/27/20	REQ - 28	Tucker Paving	Pay Application #8 - Services through 9/30/20	\$ 378,280.60
10/26/20	REQ - 29	JMBI Real Estate	Invoice # 770 - Construction Management from 10/1/20 - 10/15/20	\$ 3,000.00
11/6/20	REQ - 30	Tucker Paving	Pay Application #9 - Services through 10/31/20	\$ 298,125.94
11/6/20	REQ - 31	Core & Main	Invoice #'s - M685053, N096987, N163904, N226157, N214030, N239195, N243619, N248127 & N276261 - Water materials	\$ 53,361.17
11/6/20	REQ - 32	Citrus Landings Development LLC	Invoice # 780 - Construction Management from 10/16/20 - 10/31/20	\$ 3,000.00
11/6/20	REQ - 33	Hopping Green & Sams	Invoice # 118011 - Project Construction thru 9/30/20	\$ 29.00
11/24/20	REQ - 34	Tucker Paving	Pay Application Retainage period thru 10/31/20	\$ 49,931.55
11/30/20	REQ - 35	Wood & Associates Engineering	Invoice # 876 & 877 - Engineering Service from 8/17/20 - 11/2/20	\$ 16,700.00
12/1/20	REQ - 36	Danielle Fence	Invoice # 67531 - PVC Fence materials	\$ 12,749.73
12/1/20	REQ - 37	Stewart & Associates Property Services	Invoice # 11153 - Pay Application # 1	\$ 58,500.00
12/8/20	REQ - 38	Citrus Landing Development LLC	Invoice # 792 - Construction Management from 11/1/20 - 11/15/20	\$ 3,000.00
12/23/20	REQ - 39	Citrus Landing Development LLC	Invoice # 704, 711 & 722 - Construction Management from 7/1/20 - 8/15/20	\$ 9,000.00
12/23/20	REQ - 40	Wood & Associates Engineering	Invoice # 934 - Engineer Services from 8/17/20 - 11/8/20	\$ 607.50
	REQ - 41	VOID		\$ -
12/23/20	REQ - 42	HUB	Invoice # 2102774 - New Business Premium	\$ 3,225.00
12/23/20	REQ - 43	Tucker Paving	Pay Application #10 - Services thru 11/30/20	\$ 40,133.75

**TOTALS \$ 935,017.89**

<b>Fiscal Year 2021</b>				
10/1/20		Interest		\$ 8.25
11/1/20		Interest		\$ 4.34
11/4/20		To correct req #'s 23 & 28		\$ 19,434.06
12/1/20		Interest		\$ 1.18

**TOTALS \$ 19,447.83**

Acquisition/Construction Fund at 10/01/20	\$ 915,570.06
Inflows through 12/31/20	\$ 19,447.83
Outflows thru 12/31/20	\$ (935,017.89)
Remaining Acquisition/Construction Fund	<u>\$ -</u>

**Holly Hill Road East**  
**Community Development District**  
**Special Assessment Revenue Bonds, Series 2020A4**  
**Citrus Reserve**  
**Construction Account Schedule**

Date	Requisition #	Contractor	Description	Amount
<b>Fiscal Year 2020</b>				
9/2/20	REQ - 1	Highland Sumner	Reimbursement for Construction Related Expenses	\$ 154,527.48
9/2/20	REQ - 2	Cassidy Holdings Group, Inc.	Reimbursement for Construction Related Expenses	\$ 257,522.19
9/2/20	REQ - 3	Citrus Reserve, LLC	Reimbursement for Construction Related Expenses	\$ 80.00
9/21/20	REQ - 4	Tucker Paving	Pay Application #6 - Services through 7/30/20	\$ 114,485.27
9/21/20	REQ - 5	Danielle Fence	Invoice# 99638 - PVC Fence Installation - 35% Deposit	\$ 35,215.60
9/21/20	REQ - 6	Hopping Green & Sams	Invoice# 116282 - Legal Services through 06/30/20	\$ 247.94
9/21/20	REQ - 7	Tamknight. LLC	Invoice# 735 - Construction Management Services from 08/16/20 - 08/31/20	\$ 3,000.00
9/21/20	REQ - 8	Wood & Associates Engineering	Invoice# 773 & 774 - Engineering Services from 06/01/20 - 08/16/20	\$ 7,325.00
9/21/20	REQ - 9	Core & Main	Construction Materials submitted August 2020 ODP Tracking Sheet	\$ 47,745.50
9/21/20	REQ - 10	Core & Main	Construction Materials submitted July 2020 ODP Tracking Sheet	\$ 140,373.60
9/21/20	REQ - 11	Holly Hill Road East - Area 3	Reimbursement from Area 4 to Area 3 for Mack Industries Invoice# MCI 114328	\$ 5,023.00
9/21/20	REQ - 12	Holly Hill Road East - Area 3	Reimbursement from Area 4 to Area 3 for Mack Industries Invoice# MCI 114203, 114297	\$ 35,133.00
9/21/20	REQ - 13	Mack Concrete	Construction Materials submitted August 2020 ODP Tracking Sheet	\$ 26,270.00
9/21/20	REQ - 14	Mack Concrete	Construction Materials submitted July 2020 ODP Tracking Sheet	\$ 22,394.00
9/21/20	REQ - 15	Greenberg Traurig	Invoice# 5446012 - Series 2020 Assessment Bonds Phases 3 & 4	\$ 339.75
9/23/20	REQ - 16	Tamknight. LLC	Invoice # 747 - Construction Management 9/1/20 - 9/15/20	\$ 3,000.00
9/25/20	REQ - 17	Tucker Paving	Pay Application #7 - Services through 8/31/20	\$ 254,763.63
<b>TOTALS</b>				<b>\$ 1,107,445.96</b>

<b>Fiscal Year 2020</b>				
8/25/20		Bond Proceeds		\$ 2,534,072.49
9/1/20		Interest		\$ 2.94
<b>TOTALS</b>				<b>\$ 2,534,075.43</b>

<b>Acquisition/Construction Fund at 10/01/19</b>	<b>\$ -</b>
<b>Inflows through 09/30/20</b>	<b>\$ 2,534,075.43</b>
<b>Outflows thru 09/30/20</b>	<b>\$ (1,107,445.96)</b>
<b>Remaining Acquisition/Construction Fund</b>	<b>\$ 1,426,629.47</b>

<b>Fiscal Year 2021</b>				
10/6/20	REQ - 18	Tamknight. LLC	Invoice # 759 - Construction Management Services from 9/16/20 - 9/30/20	\$ 3,000.00
10/22/20	REQ - 19	Wood & Associates Engineering	Invoice # 859 - Payment for Citrus Reserve Plats	\$ 2,128.90
	VOID	Polk Court Clerk of Courts	VOID	\$ -
10/27/20	REQ - 21	Core & Main	Construction Materials submitted September 2020 ODP Tracking Sheet	\$ 35,262.32
10/27/20	REQ - 22	Tucker Paving	Pay Application #8 - Services through 9/30/20	\$ 563,396.07
10/26/20	REQ - 23	Hopping Green & Sams	Invoice # 117317 - Construction services thru 8/31/20	\$ 28.58
10/26/20	REQ - 24	Tamknight. LLC	Invoice # 771 - Construction Management from 10/1/20 - 10/15/20	\$ 3,000.00
11/4/20		To correct req #'s 17 & 22		\$ 19,434.06
11/5/20	REQ - 25	Tucker Paving	Pay Application #9 - Services thru 10/31/20	\$ 489,942.94
11/5/20	REQ - 26	Core & Main	Invoice #'s - M933220, N029127, N037811, N022494, N141394, N151717, N152012, N16712	\$ 6,337.79
11/5/20	REQ - 27	Tamknight. LLC	Invoice # 781 - Construction Management from 10/16/20 - 10/31/20	\$ 3,000.00
11/24/20	REQ - 28	Tucker Paving	Pay Application Retainage period thru 10/31/20	\$ 43,901.47
11/30/20	REQ - 29	Wood & Associates Engineering	Invoice # 879 - Engineering Services from 8/17/20 - 11/2/20	\$ 17,575.00
11/30/20	REQ - 30	Wood & Associates Engineering	Invoice # 759 - Construction Management Services from 9/16/20 - 9/30/20	\$ 2,500.00
	VOID		VOID	\$ -
12/8/20	REQ - 32	Tamknight, LLC	Invoice # 793 - Construction Management from 11/1/20 - 11/15/20	\$ 3,000.00
12/8/20	REQ - 33	Danielle Fence	Invoice # 99996 - 35% deposit	\$ 17,906.56
12/23/20	REQ - 34	Tucker Paving	Pay Application #10 - Services thru 11/30/20	\$ 174,048.96
12/23/20	REQ - 35	Tamknight. LLC	Invoice # 705, 712 & 721 - Construction Management from 7/1/20 - 8/15/20	\$ 9,000.00
12/23/20	REQ - 36	HUB	Invoice # 2102763 - New Business Premium	\$ 17,759.00
12/23/20	REQ - 37	Wood & Associates Engineering	Invoice # 933 - Engineer Services from 8/17/20 - 11/6/20	\$ 712.50
12/23/20	REQ - 38	Leading Edge Land Services, Inc.	Invoice # 0019838 - Professional Services from 12/1/20 - 12/22/20	\$ 2,800.00
<b>TOTALS</b>				<b>\$ 1,414,734.15</b>

<b>Fiscal Year 2021</b>				
10/1/20		Interest		\$ 9.54
11/1/20		Interest		\$ 6.76
12/1/20		Interest		\$ 1.77
<b>TOTALS</b>				<b>\$ 18.07</b>

<b>Acquisition/Construction Fund at 10/01/20</b>	<b>\$ 1,426,629.47</b>
<b>Inflows through 12/31/20</b>	<b>\$ 18.07</b>
<b>Outflows thru 12/31/20</b>	<b>\$ (1,414,734.15)</b>
<b>Remaining Acquisition/Construction Fund</b>	<b>\$ 11,913.39</b>