

**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, **June 15, 2021** at 2:15 p.m. at The Holiday Inn, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath
Lauren Schwenk
Patrick Marone

Chairman
Vice Chairwoman
Assistant Secretary

Also, present were:

Jill Burns
Michelle Rigoni
Clayton Smith
Marshall Tindall
Brent Kewley
Ashley Baksh
Adam Morgan
Residents

District Manager, GMS
Hopping Green & Sams
GMS
GMS
Newly Elected Board Member
Newly Elected Board Member
Newly Elected Board Member

The following is a summary of the discussions and actions taken at the June 15, 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 asked if there were any comments from any members of the Public, and hearing none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation from Scott Shapiro

Ms. Burns stated that the resignation was effective immediately and asked for a motion to approve.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Resignation from Scott Shapiro, was approved.

B. Appointment to Fill the Vacant Board Seat

Ms. Burns asked if there was a motion to fill the vacancy, and Ms. Schwenk nominated Mr. Brent Kewley.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Appointment of Mr. Brent Kewley to Fill the Vacant Board Seat, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Mr. Kewley and completed the Administration of Oath. Ms. Schwenk then added that she would also be resigning as well, and Ms. Burns asked if there was motion to approve.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Resignation from Lauren Schwenk, was approved.

The Board nominated Mr. Adam Morgan to fill the vacancy.

On MOTION by Mr. Marone, seconded by Mr. Kewley, with all in favor, the Appointment of Mr. Adam Morgan to Fill the Vacant Board Seat, was approved.

Ms. Burns swore in Mr. Morgan and completed the Oath of Office. Mr. Heath then added that he would also be resigning as well, and Ms. Burns asked if there was motion to approve.

On MOTION by Mr. Marone, seconded by Mr. Morgan, with all in favor, the Resignation from Rennie Heath, was approved.

The Board nominated Ms. Ashley Baksh to fill the vacancy.

On MOTION by Mr. Marone, seconded by Mr. Morgan, with all in favor, the Appointment of Ms. Ashley Baksh to Fill the Vacant Board Seat, was approved.

Ms. Burns swore in Ms. Baksh and completed the Oath of Office.

D. Consideration of Resolution 2021-05 Electing Officers

Ms. Burns suggested that the Board name herself as Secretary and George Flint as Assistant Secretary. The Board decided that Mr. Morgan would be Chair, Mr. Kewley as Vice-Chair, and Mr. Marone, Ms. Baksh, and Mr. Rhinehart as Assistant Secretaries. She asked for a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Resolution 2021-05 Electing Officers, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the May 18, 2021
Board of Supervisors Meeting**

Ms. Burns presented the May 18th, 2021 meeting minutes and asked for questions, comments, corrections, or concerns on the minutes. She noted that they were an accurate reflection of the meeting other than the correction of Mr. Heath being Chair instead of Vice Chairwoman on the first page.

On MOTION by Mr. Marone, seconded by Mr. Morgan, with all in favor, the Minutes of the May 18, 2021 Board of Supervisors Meetings, were approved as amended.

FIFTH ORDER OF BUSINESS

**Consideration of Conveyance Documents
for Citrus Reserve**

Ms. Burns stated that the documents were included in the agenda package, noting it would be for the conveyance of the common area Tracts A, B, C, D, E, G, H, and I in Citrus Reserve. Ms. Rigoni added that this meant that the developer was asking that they take over the title to the real estate, noting that she found nothing abnormal other than two things that were going to be terminated. Ms. Burns asked if the Board had any questions, and hearing none, asked for a motion to approve.

On MOTION by Mr. Morgan, seconded by Ms. Baksh, with all in favor, the Conveyance Documents for Citrus Reserve, were approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni had nothing further to report.

B. Engineer

There being none, the next item was followed.

C. Field Manager's Report

Mr. Smith reviewed his monthly report for the Board. He noted that they had fixed a large issue concerning the flow of the pool, and that they had completed the sidewalk review within Citrus Isle. He also noted that there was a trail between Citrus Isle and Citrus Point where some vandalism had occurred along the fences, adding that they were still working on getting it fully removed. He also stated that as far as landscaping, they were obtaining a new landscaper that would maintain the landscaping on a weekly basis.

As far as the trail cleanup that had been previously discussed, the District received a much cheaper proposal from Prince & Sons to clean up trees and debris around the trail. He added that they were getting quotes to have the Site B mulch bed refilled, with some mulch coming from the landscaper and some coming from a cheaper source. He also stated they were pressure-washing several areas, updating signage, and removing dead trees from the area. He had one GMS maintenance quote for sidewalk repairs that totaled \$1,300 for 12 locations, and Ms. Burns asked for a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Marone, with all in favor, the Quote for Sidewalk Repairs, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register through June 8th, 2021, totaling \$7,754.56, and the Board had no questions.

On MOTION by Mr. Kewley, seconded by Mr. Morgan, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated the financials were in the packet for review and asked for any questions.

There were none.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns asked if any members of the public had any comments, and one resident named Darlene Nagy did. She stated she lived at 732 Citrus Drive, and she brought up that there was a sidewalk in the area with a spot near house #623 where part of the sidewalk was a trip hazard. Mr. Smith responded that that location was part of the repair that they had just approved. She also added that there was a house where there was a common area where the grass was completely dead, and Mr. Smith responded that they would keep an eye on it and add seed or sod. She noted that there were also a lot of ruts that were created in the roadway where they had approved the lift off of Citrus Isle Boulevard and it was causing issues for cyclists in the area. She also had a concern with the pool capacity of 129 people because it left the area jam-packed. Ms. Burns responded that was an agreement between two other CDDs in which they were allowed to use the pool as well, adding that there were no plans for additional amenities.

Another resident asked that the gate along the trail where the fence was vandalized have a lock put on it to prevent further vandalism amongst other issues. He also noted that there was a section along that same area with no fencing that should have a barrier put in place so that people could not walk around it. Ms. Burns stated that she would verify the ownership of the fence and go from there as far as options. He also had a concern about commercial vehicles being parked along the streets and were causing issues. Ms. Burns stated that they were allowed to park there during the day but not overnight, adding that if he did see any at night to contact her and she would get ahold of the towing company.

June 15, 2021

Holly Hill Road East

NINTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary
Chairman/Vice Chairman