

**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, **February 16, 2021** at 3:30 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
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk
Clayton Smith

District Manager, GMS
Hopping Green & Sams
GMS

The following is a summary of the discussions and actions taken at the February 16, 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

Approval of Minutes of the December 15, 2020 and January 5, 2021 Board of Supervisors Meetings

Ms. Burns presented the December 15, 2020 and January 5, 2021 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 Mr. Marone, with all in favor, the Minutes of December 15, 2020 and January 5, 2021 Board of Supervisors Meetings, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of License Agreement for
Installation of Improvements**

Ms. Burns stated a builder is inquiring if potential owners are allowed to fence through utility or maintenance easements to connect to an existing CDD wall. This has been allowed in other communities as long as the CDD has access to that area if needed for maintenance. There is no irrigation in the area requested. The standard form of agreement would be given to the HOA as a system in place to deal with easements.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the License Agreement for Installation of Improvements, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Audit Services
Engagement Letter from McDirmit Davis**

Ms. Burns stated the Board awarded the contract at the last meeting. The price for the fiscal year 2020 is \$4,000 which is in line with the quote.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Audit Services Engagement Letter from McDirmit Davis, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Fee Increase Letter for
District Counsel Services from Hopping,
Green & Sams**

The Board agreed on the fee increase for District counsel services from Hopping, Green & Sams.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Fee Increase Letter for District Counsel Services from Hopping Green & Sams, was approved.

February 16, 2021

Holly Hill Road East

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-02
Appointing Treasurer for the District –
ADDED**

Ms. Burns stated the resolution is appointing a treasurer to replace Ariel Lovera who is retiring. This will allow George Flint to be Treasurer and Katie Costa as Assistant Treasurer.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2021-02 Appointing George Flint as the Treasurer and Katie Costa as the Assistant Treasurer for the District, was approved.

EIGHTH 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 the dog station on the trail was installed. He is currently addressing complaints about deep holes in the dog park from dogs digging. He discussed adding signs to the dog park that states who is allowed to access it.

D. District Manager's Report

i. Ratification of Series 2020 AA4 Requisitions #39 and #40

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

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Series 2020 AA4 Requisition Summary (#39 and #40), were ratified.

ii. Approval of Check Register

Ms. Burns stated the total of the check register from December 1st to February 8th was \$50,416.63.

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

February 16, 2021

Holly Hill Road East

iii. Balance Sheet & Income Statement

Ms. Burns stated the financials were in the packet for review and asked for any questions. There were none.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman