

**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 Wednesday, **March 2, 2022** at 11:30 a.m. at The Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum were:

Adam Morgan	Chairman
Brent Kewley	Vice Chairman
Ashley Baksh	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	KE Law
Marshall Tindall	Field Management, GMS
Rob Bonin	Appointed to the Board of Supervisors

The following is a summary of the discussions and actions taken at the March 2, 2022 Holly Hill Road East Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated that there were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

**Acceptance of Letter of Resignation from
Supervisor Patrick Marone and
Nomination of New Board Member**

Ms. Adams stated that she received a letter of resignation from Supervisor Patrick Marone. The Board will need to take action to accept the letter of resignation. Because this item was not included in the agenda package, they are required to take public comments on the action item, but because there were no members of the public present, they closed the public comment period.

On MOTION by Mr. Morgan, seconded by Ms. Baksh, with all in favor, the Acceptance of Patrick Marone's Resignation Letter, was approved.

Ms. Adams then asked the Board if they had anyone they wanted to appoint to the Board and Mr. Morgan nominated Rob Bonin.

On MOTION by Mr. Morgan, seconded by Ms. Baksh, with all in favor, Appointment of Rob Bonin to fulfill the Board Vacancy, was approved.

Ms. Adams administered the oath of office to Mr. Bonin so he could be an active participant in the meeting. Ms. Hammock did a quick overview of ethics and public sunshine laws for the new Board member and as a review for current Board members.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 2,
2022 Board of Supervisors Meeting**

Ms. Adams presented the minutes of the February 2, 2022 meeting and asked for questions, comments, or corrections to the minutes. Hearing none, there was a motion of approval.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the February 2, 2022 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Discussion of License Agreement with PoolSkool USA

Ms. Adams noted that this was a rollover item from last month's meeting concerning the concept of offering swim lessons at the Holly Hill Road East amenities that are shared with another local district which was who requested the lessons and staff has been in communication with the operator from PoolSkool USA. District counsel has prepared a draft agreement and Swim Kids USA is comfortable with the drafted version and all the salient points. There are excellent protections embedded into the agreement for the District.

As far as answering the question the Board had on compensation, after a little research, Ms. Adams found the best practice seemed to be to offer the residents of the District a discounted tuition incentivizing residents to participate in the program, passing the benefit onto the residents. Ms. Adams also presented a sample schedule of what this program would look like. Ms. Hammock gave a brief overview of the agreement for the Board highlighting any areas of importance. She talked about nonresident families using the opportunity and discussed the Board's options. The first six availabilities will be left open for residents in the District and then it will be open to nonresidents. For the term of the agreement Ms. Adams recommends that it be through the end of this fiscal year with an automatic renewal through the next fiscal year unless there is an issue where the Board chooses to cancel the agreement.

On MOTION by Mr. Morgan, seconded by Ms. Baksh, with all in favor, the License Agreement with PoolSkool USA, was approved.

FIFTH ORDER OF BUSINESS

Discussion of Responses to Engineer RFQ

Ms. Adams stated that at last month's meeting the Board directed staff to issue an RFQ for engineering services. The District received one response from Dewberry Associates and the bid can be found in the agenda package. Ms. Adams noted that it was the only response and that they are well qualified for the project. This is a time sensitive matter due to the stormwater needs analysis that is due June 30th. Staff is recommending the Board accept the proposal and direct staff to negotiate an agreement to get the consideration of the stormwater analysis report on the docket.

On MOTION by Mr. Kewley, seconded by Mr. Morgan, with all in favor, Accepting the Proposal from Dewberry and Associates and Directing Staff to Negotiate an Agreement, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing to report for the Board.

B. Engineer

There being none, the next item followed.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's report that was in the agenda packet. He gave a brief overview for the Board and asked if they had any concerns for him. The Board discussed the sidewalk that is incomplete and directed staff to field bids on completing the sidewalk and engaging the county in the options that they have. Mr. Tindall will bring options back to the Board at the next meeting.

D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register from January 26, 2022 to February 19, 2022 totaling \$18,527.60. She asked for any comments or concerns from the Board. There being none, there was a motion of approval.

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

ii. Balance Sheet & Income Statement

Ms. Adams presented the unaudited financials through the end of January and there was no action required from the Board.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

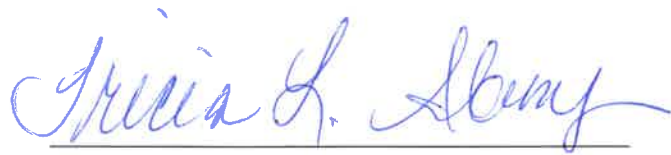
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Holly Hill Road East

NINTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman