

*Holly Hill Road East
Community Development District*

Agenda

February 13, 2024

AGENDA

Holly Hill Road East Community Development District

Meeting Agenda

Tuesday
February 13, 2024
11:00 a.m.

Lake Alfred Public Library
245 N. Seminole Ave
Lake Alfred, FL 33850

Zoom Video Link: <https://us06web.zoom.us/j/81664804962>

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

Meeting ID: 816 6480 4962

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the December 12, 2023 Board of Supervisors Meeting
4. Consideration of License Agreement for 2024 Holiday Lighting with Citrus Reserve HOA
5. Consideration of Resolution 2024-03 Setting a Public Hearing for the Adoption of Easement Variance Rules for the District
6. Consideration of Resolution 2024-04 Relating to General Election and Notice
7. Consideration of Polk County Contract Agreement
8. Consideration of License Agreement with Citrus Isle HOA for Community Billboard
9. Staff Reports
 - A. Attorney
 - i. Presentation of Memo Regarding Ethics Training
 - B. Engineer
 - C. Field Manager's Report
 - i. Discussion of Increased Pool Service Visits
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
10. Other Business
11. Supervisors Requests and Audience Comments
12. 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 12, 2023** at 11:23 a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave, Lake Alfred, Florida and via Zoom.

Present and constituting a quorum were:

Adam Morgan	Chairman
Brent Kewley	Vice Chairman
Rob Bonin	Assistant Secretary
Barry Bichard	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Grace Kobitter	District Counsel, KVV Law
Chace Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall	GMS Field Operations Manager

The following is a summary of the discussions and actions taken at the December 12, 2023 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 Board members present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public attending the meeting in person nor any members attending via Zoom.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 10, 2023 Board of Supervisors Meeting

Ms. Burns presented the minutes of the October 10, 2023 Board of Supervisors meeting. She asked for any comments or corrections from the Board members. The Board had no changes to the minutes.

On MOTION by Mr. Morgan seconded by Mr. Bichard, with all in favor, the Minutes of the October 10, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of License Agreement with SwimKids USA

Ms. Burns stated SwimKids USA is looking to renew their agreement. They have been on site for two years. They do lessons May through September. In the summertime, they are onsite daily and other times outside of that, they are there once a week. They do lessons in the mornings so the pool is more crowded. They do a per head fee.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Renewal of License Agreement with SwimKids USA and Authorizing Counsel to Draft Extension Agreement, was approved.

FIFTH ORDER OF BUSINESS

Consideration of License Agreement with Citrus Reserve HOA for Community Billboard

Ms. Burns stated a request was received from the HOA to install a billboard or message board at the amenity facility. She noted they would pay for the board. If no objection, just looking for an authorization for Counsel to draft a license agreement which would allow them to install it on CDD property and they would maintain it.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the License Agreement with Citrus Reserve HOA for Community Billboard and Authorize Counsel to Draft Agreement, was approved.

SIXTH ORDER OF BUSINESS

Presentation of Series 2017 Arbitrage Rebate Calculation Reports

Ms. Burns explained under internal revenue code, the District is required to demonstrate that we do not earn more interest than we pay on the bonds. She noted on page 4 of the agenda, you will see a negative arbitrage amount so we do not earn more interest than we pay.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Series 2017 Arbitrage Rebate Calculation Reports, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Data Sharing and Usage Agreement with Polk County – ADDED

Ms. Burns stated this is a renewal of the existing agreement.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Date Sharing and Usage Agreement with Polk County, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kobitter stated that she had nothing to report.

B. Engineer

Mr. Arrington stated that he had nothing at this time.

C. Field Manager's Report

Mr. Tindall stated the amenity has been well maintained by the vendors. The pool and sidewalks are clean. He noted some minor maintenance was done on dog stations. Landscaping looks good. Monitored plants at the entrance for fill ins as some have been trampled. Stormwater items look good. A damaged picnic bench was repaired. Touch up cleaning was done to walls and entrance signs. Sidewalk reviews are being done.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register for review from September 27th through November 28th. Mr. Bichard asked on the insurance if the fee is annual and if it is really \$22,000 per year. Ms. Burns stated yes, it went up a lot.

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

ii. Balance Sheet & Income Statement

Ms. Burns reviewed the balance sheet & income statement through October. She asked for any questions, and noted that there is no action necessary from the Board.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

Holly Hill Road East Community Development District

219 E. Livingston Street, Orlando, Florida 32801

February 13, 2024

Via Certified US Mail and E-Mail

Citrus Reserve Homeowners Association, Inc.
c/o Prime Community Management
375 Avenue A S.E.
Winter Haven, FL 33880

Re: Holly Hill Road East Community Development District - Holiday Decorations License

Dear Citrus Reserve Homeowners Association, Inc.:

The Holly Hill Road East Community Development District (“**District**” or “**Licensor**”), a special-purpose unit of local government created under Chapter 190 of the Florida Statutes, hereby grants a temporary license (“**License**”) to Citrus Reserve Homeowners Association, Inc. (“**Licensee**”), for ingress and egress, and for the limited purpose of installing, maintaining, and removing holiday decorations onto the District owned property at the entrances to neighborhood within the District.

Licensee is permitted to install the holiday decorations beginning November 30, 2024, and Licensee is required to remove the holiday decorations by January 6, 2025. All decorations must be removable, and Licensee shall return the District’s property to the previous condition. Nothing may be nailed or stapled to District property, and no open flames are permitted on District property. The following are prohibited: profanity, obscenity, references to illegal activity, and political messages. The District reserves the right to require removal of any decorations which, in its sole discretion, are not appropriate for a family-oriented community display.

Licensee shall ensure the exercise of rights hereunder does not damage any property of the District or any third party’s property, and, in the event of such damage, Licensee shall immediately repair the damage or compensate the District for such repairs, at the District’s option. Licensee shall carry, and shall require that any of its Licensees doing work in connection with the License to carry, general liability insurance in the amount of at least \$1,000,000, automobile liability insurance in the amount of at least \$1,000,000, and worker’s compensation insurance in the amounts required by state law. The District and its supervisors, staff, agents and representatives, and successors and assigns, shall be additional insureds under all such insurance. Licensee shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement prior to installing any holiday decorations.

Nothing in this License shall be deemed as a waiver of immunity or limits of liability of the District 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. Licensee shall indemnify, defend and hold harmless the District and its supervisors, staff, agents and representatives, and successors and assigns, against all liability for damages and expenses resulting from, arising out of, or in any way connected with, this License Agreement or the exercise of the privileges granted hereunder. This License Agreement and the provisions contained in this License Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be

brought in the proper court and venue, which shall be Polk County, Florida. The prevailing party in any litigation to enforce the terms of this License Agreement shall be entitled to reasonable attorney's fees and costs.

Licensee understands and agrees that all documents of any kind provided to the District in connection with this License Agreement may be public records, and, accordingly, Licensee agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Licensee acknowledges that the designated public records custodian for the District is **Governmental Management Services – Central Florida, LLC** ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Licensee shall A) keep and maintain public records required by the District to perform the service; B) 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 period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; C) 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 the Licensee does not transfer the records to the Public Records Custodian of the District; and D) upon completion of the contract, transfer to the District, at no cost, all public records in Licensee'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 the Licensee, the Licensee 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 LICENSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LICENSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 841-5524, OR BY EMAIL AT RECORDREQUEST@GMSCFL.COM, OR BY REGULAR MAIL AT 219 E. LIVINGSTON STREET, ORLANDO, FLORIDA 32801.

Thank you for your cooperation in this matter. If you have any questions, please do not hesitate to contact me.

Sincerely,

Tricia Adams
District Manager

cc: Grace Kobitter, District Counsel

SECTION V

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE THE DATE, TIME AND PLACE FOR A PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING RULES AND FEES OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Holly Hill Road East Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes (“**Act**”), for the purpose of owning, operating, maintaining, and providing certain public infrastructure improvements; and

WHEREAS, by virtue of certain plats and other legal instruments, the District holds certain easement rights, and additional easements may in the future be dedicated to the District (together, “**District Easements**”); and

WHEREAS, construction of unauthorized improvements within District Easements may interfere with the proper operation and maintenance of the District’s improvements; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) is authorized by the Act to adopt rules, orders, rates, fees and charges pursuant to Chapter 120, Florida Statutes.

WHEREAS, the Board finds that it is in the best interests of the District and necessary for the efficient operation of the District to set a public hearing to consider adoption of a policy and application fee for the installation of improvements within District Easements, attached hereto as **Exhibit A** and incorporated herein by this reference (“**Easement Variance Policy**”).

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

SECTION 1. The Board intends to adopt its proposed Easement Variance Policy, attached hereto as **Exhibit A**, which includes an application fee. The District will hold a public hearing on such Easement Variance Policy at a meeting of the Board to be held on **April 9, 2024, at 11:00 a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave, Lake Alfred, Florida 33850.**

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 13th day of February 2024.

ATTEST:

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

Chairperson, Board of Supervisors

Exhibit A: Proposed Easement Variance Policy

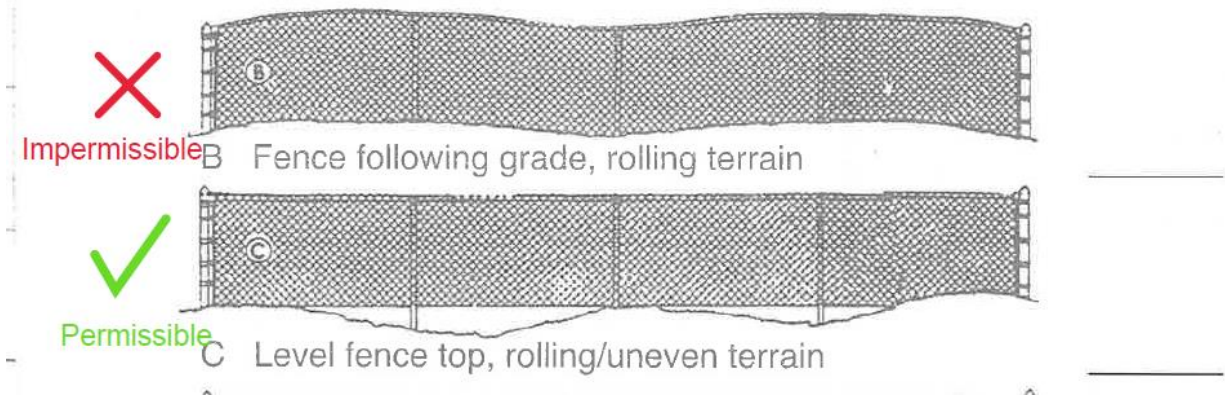
EXHIBIT A
Proposed Easement Variance Policy

HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT
Easement Variance Policy

Effective: _____

1. **Scope.** This policy applies to requests to construct/install improvements within easements held by the Holly Hill Road East Community Development District (“District”). No improvements, including fences, pavers, landscaping, etc., may be constructed or installed within District easements without approval from the District. This policy is intended to prevent damage which may be caused by unauthorized obstruction of District easements.
2. **Request Procedures.** Individuals who wish to construct or install improvements within a District easement must (a) submit an application form to the District Manager or his or her designee, and (b) pay a **\$75** fee to offset the costs of processing the request. The application must be signed by the owner(s) of the property. Please note that in swale areas, any approved fence must be constructed in a manner which does not impede the flow of water. An example of permissible and impermissible fences in swale areas is attached as **Exhibit A**. Please also note that fences and other improvements may not be permissible in certain easement areas due to underground improvements, access and maintenance requirements, or other factors in the District’s discretion.
3. **Approval.** If approved, the owner(s) of the property must execute an agreement in a form acceptable to the District, which shall be recorded in the Public Records of Polk County, Florida. The District Manager shall have authority to approve applications. There shall be no requirement to bring the application before the Board of Supervisors (“Board”) for approval, unless extraordinary circumstances warrant Board consideration. The District’s approval of an application constitutes approval from the District only. The requestor is responsible for obtaining any other necessary approvals, permits and authorizations for the project, including but not limited to approvals from an HOA, county, municipality, or any other entity having an interest in the project or property utilized.
4. **Denial.** The District reserves the right to deny any request that, in its sole discretion, poses an undue risk of damage to District property or improvements; unduly limits the District’s rights to use the easement for its stated purpose; poses an undue risk to the health, safety, or welfare of District residents, guests, staff, and invitees; and/or is otherwise incompatible with the nature of the easement in question. If a request is denied, the requestor may appeal the denial at the next meeting of the Board that is at least ten (10) days from the notice of denial. The Board’s decision upon appeal shall be final.
5. **Encroachment Without Approval.** If improvements are constructed or installed within a District easement without approval, the District reserves the right to take all available legal action against the person or entity engaging in such unauthorized use.
6. **Severability.** The invalidity or unenforceability of any one or more provisions of these policies shall not affect the validity or enforceability of the remaining provisions, or any part of the policies not held to be invalid or unenforceable.
7. **Sovereign Immunity.** Nothing herein shall constitute or be construed as a waiver of the District’s sovereign immunity or limitations on liability contained in Section 768.28, *Florida Statutes*, or other statutes or law.

EXHIBIT A



SECTION VI

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3)(A)(2)(c), FLORIDA STATUTES AND INSTRUCTING THE POLK COUNTY SUPERVISOR OF ELECTIONS TO BEGIN CONDUCTING THE DISTRICT’S GENERAL ELECTION; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND 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*, being situated entirely within the City of Davenport, Polk County, Florida;

WHEREAS, the Board of Supervisors of the District (the “**Board**”) seeks to implement Section 190.006(3)(A)(2)(c), *Florida Statutes*, and to instruct the Supervisor of Elections for Polk County, Florida (“**Supervisor of Elections**”), to conduct the District’s elections by the qualified electors of the District at the 2024 general election (“**General Election**”).

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

1. GENERAL ELECTION SEATS. Seat 2 and Seat 5 with terms expiring in November 2024 are scheduled for the General Election beginning in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year. The remaining seat with a term expiring in November 2024 shall be filled by an election of the landowners in accordance with Section 190.006, *Florida Statutes*, which process shall be addressed by subsequent resolution.

2. QUALIFICATION PROCESS. For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Polk County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. COMPENSATION. Members of the Board are entitled to receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. TERM OF OFFICE. The term of office for the individuals to be elected to the Board in the General Election is four (4) years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. REQUEST TO SUPERVISOR OF ELECTIONS. The District hereby requests the Supervisor of Elections to conduct the District’s General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor of Elections.

6. PUBLICATION. The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 13th day of February 2024.

ATTEST:

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson, Board of Supervisors

EXHIBIT A
FORM OF NOTICE OF QUALIFYING PERIOD

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES
FOR THE BOARD OF SUPERVISORS OF THE
HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Holly Hill Road East Community Development District will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Polk County Supervisor of Elections located at 250 S. Broadway Avenue, Bartow, Florida 33830; Ph: (863) 534-5888. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Polk County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Holly Hill Road East Community Development District has two (2) seats up for election, specifically Seats 2 and 5. Each seat carries a four-year term of office. Elections are non-partisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections.

For additional information, please contact the Polk County Supervisor of Elections.

Publish on or before May 27, 2024

SECTION VII

CONTRACT AGREEMENT

This Agreement made and entered into on Wednesday, January 31, 2024 by and between the Holly Hill Road East Community Development District, a local unit of special purpose government of the State of Florida hereinafter referred to as the 'Special District', and Marsha M. Faux, Polk County Property Appraiser, a Constitutional Officer of the State of Florida, whose address is 255 North Wilson Ave., Bartow, FL 33830, hereinafter referred to as the 'Property Appraiser'.

1. Section [197.3632](#) Florida Statutes, provides that special assessments of non-ad valorem taxes levied by the Special District may be included in the assessment rolls of the County and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser. Pursuant to that option, the Property Appraiser and the Special District shall enter into an agreement providing for reimbursement to the Property Appraiser of administrative costs, including costs of inception and maintenance, incurred as a result of such inclusion.
2. The parties herein agree that, for the 2024 tax year assessment roll, the Property Appraiser will include on the assessment rolls such special assessments as are certified to her by the Holly Hill Road East Community Development District.
3. The term of this Agreement shall commence on January 1, 2024 or the date signed below, whichever is later, and shall run until December 31, 2024, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew.
4. The Special District shall meet all relevant requirements of Section [197.3632](#) & [190.021](#) Florida Statutes.
5. The Special District shall furnish the Property Appraiser with up-to-date data concerning its boundaries and proposed assessments, and other information as requested by the Property Appraiser to facilitate in administering the non-ad valorem assessment in question. Specifically, if assessments will be included on the 2024 TRIM Notice, the Special District shall provide **proposed assessments no later than Friday, July 12, 2024**. The Special District's assessments shall, as far as practicable, be uniform (e.g. one uniform assessment for maintenance, etc.) to facilitate the making of the assessments by the mass data techniques utilized by the Property Appraiser.
6. The Special District shall certify to the Property Appraiser the Special District's annual installment and levy **no later than Friday, September 13, 2024**. The Property Appraiser shall, using the information provided by the Special District, place the Special District's non ad-valorem special assessments on properties within the district for inclusion on the 2024 tax roll.
7. The Property Appraiser shall be compensated by the Special District for the administrative costs incurred in carrying out this Agreement at the rate of 1% of the amount levied on the TRIM Notice or if the TRIM Notice is not used, the rate shall be 1% of the amount levied on the 2024 tax roll. For the TRIM Notice, the Property Appraiser will require **payment on or before Friday, September 13, 2024** for processing within the Property Appraiser budget year (October 1st – September 30th).
8. If the actual costs of performing the services under this agreement exceed the compensation provided for in Paragraph 7, the amount of compensation shall be the actual costs of performing the services under this agreement.
9. If tax roll corrections are requested by the Special District, the Property Appraiser shall be compensated by the Special District for the administrative costs incurred at the rate of \$5.00 for each tax roll correction exceeding ten (10) corrections per tax year.

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

EXECUTED By:

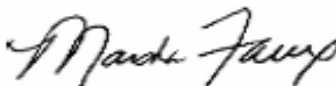
Special District Representative

Print name

Title

Date

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



Marsha M. Faux, Property Appraiser

SECTION VIII

LICENSE AGREEMENT BETWEEN HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT AND CITRUS ISLE HOMEOWNERS ASSOCIATION, INC., REGARDING THE USE OF CERTAIN DISTRICT PROPERTY

THIS LICENSE AGREEMENT (“**Agreement**”) is made and entered into this ___ day of February 2024, by and between:

HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in the City of Davenport, Florida, with a mailing address of c/o Governmental Management Services – Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801 (the “**District**”), and

CITRUS ISLE HOMEOWNERS ASSOCIATION, INC., a Florida not for profit corporation, with a mailing address of 375 Avenue A S.E., Winter Haven, Florida 33880 (the “**Licensee**”, and together with the District, the “**Parties**”).

RECITALS

WHEREAS, the Licensee desires to place and maintain one (1) bulletin board (“**Bulletin Board**”) on property which is owned and maintained by the District; and

WHEREAS, the District agrees to grant the Licensee a non-exclusive license for the access and use of the License Property (as hereinafter defined) for the purpose of installing and maintaining the Bulletin Board; and

WHEREAS, the District and the Licensee desire to set forth the terms of their mutual agreement regarding the access and use of the License Property.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the District and the Licensee agree as follows:

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this Agreement.

2. GRANT OF LICENSE. The District hereby grants to the Licensee a non-exclusive license to place and maintain one (1) Bulletin Board by the common mailboxes located on Citrus Reserve Boulevard as more specifically identified in the attached **Exhibit A** (the “**License Property**”), in full compliance with this Agreement, and all applicable laws, regulations and codes (hereinafter, the “**License**”).

3. CONDITIONS ON THE LICENSE. The License granted in Paragraph 2, above, is subject to the following terms and conditions:

- a. The Licensee's use of the License Property shall be for the sole purpose of placement, repair and maintenance of the Bulletin Board and reasonable ingress and egress thereto. No other grant of license is authorized.
- b. The Licensee shall be fully responsible for the installation of the Bulletin Board and any maintenance, damage, removal, or other incidentals associated with the installation, maintenance, ongoing use, and removal of the Bulletin Board at the Licensee's sole expense. The Licensee shall be responsible for returning the License Property to its original condition, or such condition otherwise approved by the District, upon the removal of the Bulletin Board. The provisions of this Paragraph 3(b) shall survive termination of this Agreement.
- c. The Licensee's use of the License Property shall not impede public use of any District property and shall not impede line of site or access to the mailboxes.
- d. The Licensee shall, at the Licensee's expense, maintain the License Property and the Bulletin Board in a neat, clean and sanitary condition in compliance with all applicable laws, rules, codes, ordinances and covenants. All repairs, maintenance or alterations of the Bulletin Board shall be done at the Licensee's sole expense. In the event District contractor(s) cause damage to the Bulletin Board in the performance of its duties and upon reasonable request by the Licensee, the District agrees to provide the Licensee with contact information for the identified contractor(s) that is in the District's possession at the time of request.
- e. The Licensee shall use all due care to protect the License Property and adjoining property from damage resulting from the Licensee's use of the License Property. In the event the Licensee, or its respective employees, agents, assignees, contractors (or their subcontractors, employees, or materialmen) or representatives cause damage to the License Property or to adjacent property or improvements in the exercise of the License granted herein, the Licensee, at its sole cost and expense, agrees to promptly commence and diligently pursue the restoration of the same and the improvements so damaged to, as nearly as practical, the original condition and grade, including, without limitation, repair and replacement of any landscaping, hardscaping, plantings, ground cover, roadways, sidewalks, parking areas, and other structures or improvements of any kind. The provisions of this Paragraph 3(e) shall survive termination of this Agreement.

4. ACCESS; CONDITION OF THE LICENSE PROPERTY.

- a. The District hereby grants the Licensee and its members, agents, and subcontractors the limited right to access the License Property for the purposes described in this Agreement.

- b. The District assumes no liability or obligation to the Licensee as to the condition of the License Property or the suitability of the License Property for the Bulletin Board. The License Property is granted in an “as is” condition.

5. EFFECTIVE DATE; TERM. This License Agreement shall become effective on the date first written above and shall continue in full force and effect, unless revoked or terminated in accordance with Paragraph 6, below.

6. REVOCATION, SUSPENSION AND TERMINATION. The District and the Licensee acknowledge and agree that the License granted herein is a mere privilege and may be suspended or revoked, at any time and for any reason, at the sole discretion of the District. Upon notification by the District or revocation of the License herein granted, the Licensee shall remove the Bulletin Board, at its sole cost, within ten (10) days of the effective date of the suspension or revocation, unless otherwise agreed to in writing by the District. The Licensee may terminate this License Agreement upon written notice to the District. The Licensee shall not be entitled to any compensation, off sets, incidental costs or any other payment under this Agreement. The provisions of Paragraphs 3 and 6 shall survive any revocation, suspension or termination of this License Agreement.

7. COMPLIANCE WITH LAWS, RULES AND POLICIES. The Licensee shall comply at all times with relevant statutes and regulations applicable to the purposes contemplated by this Agreement and shall, upon request of the District, provide proof of such compliance. The Licensee shall comply in all material respects with the District’s Rules and Policies and acknowledges that it has received a copy of such Rules and Policies.

8. INSURANCE. The Licensee shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Workers’ Compensation	Statutory
General Liability	
Bodily Injury (including Contractual)	\$1,000,000/\$2,000,000
Property Damage (including Contractual)	\$1,000,000/\$2,000,000
Automobile Liability	Combined Single Limit \$1,000,000
Bodily Injury / Property Damage	

If any such policy of insurance is a “claims made” policy, and not an “occurrence” policy, the Licensee shall, without interruption maintain the insurance for the term of this Agreement. The District, its officers, supervisors, agents, staff, and representatives shall be named as additional insured parties, except with respect to the Worker’s Compensation Insurance for which only proof of insurance shall be provided. The Licensee shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Section. No certificate shall be

acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.

If the Licensee fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Licensee shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

9. INDEMNIFICATION. The Licensee shall defend, indemnify and hold harmless the District and its supervisors, agents, staff and representatives, from and against any loss, damage, injury, claim, demand, cost and expense (including legal expense) or injury arising from a) the Licensee's occupation or use of the License Property; b) the Licensee's operations, negligence or willful conduct occurring in or on any part of the License Property; and c) the Licensee's failure to comply with any regulatory requirement relating to the Bulletin Board and posted contents, including but not limited to enforcement of applicable covenants and restrictions, constitutional claims or any others. The Licensee hereby assumes all risk with respect to its use of the License Property. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District 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, including but not limited to guests, invitees and licensees, for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law. The indemnification rights herein contained shall be cumulative of, and in addition to, any and all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Paragraph 9 shall survive the termination or expiration of this Agreement.

10. RECOVERY OF COSTS AND FEES. In the event the District is required to enforce this Agreement by court proceedings or otherwise, then if successful, the District shall be entitled to recover from the Licensee all fees and costs incurred, including reasonable attorneys' fees and costs.

11. DEFAULT. In the event the Licensee shall fail to perform any covenant, term, or provision of this Agreement, then the District shall have the right to immediately terminate this Agreement and the Licensee shall remove the Bulletin Board and any signage from District property.

12. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the Parties relating to the subject matter of this Agreement.

13. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the Parties hereto.

14. ASSIGNMENT. Neither the District nor the Licensee may assign their rights, duties or obligations under this License Agreement without the prior written approval of the other. Any purported assignment without said written authorization shall be void.

15. NOTICES. All notices, requests, consents, and other communications hereunder (“**Notices**”) shall be in writing and shall be delivered, mailed by overnight courier or First Class Mail, postage prepaid, to the parties as follows:

a. If to the District: Holly Hill Road East Community Development District
c/o Governmental Management Services – Central Florida, LLC
219 E. Livingston Street
Orlando, Florida 32801
Attn: District Manager

With a copy to: Kilinski | Van Wyk PLLC
517 E. College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

b. If to the Licensee: Citrus Isle Homeowners Association, Inc.
375 Avenue A S.E.
Winter Garden, Florida 33880
Attn: Jared Turgeon-Nunez

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Licensee may deliver Notice on behalf of the District and the Licensee. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

16. CONTROLLING LAW; VENUE. This Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue shall be in Polk County, Florida.

17. PUBLIC RECORDS. The Licensee understands and agrees that all documents of any kind provided to the District in connection with this License Agreement may be public records, and, accordingly, the Licensee agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited to, section 119.0701, *Florida Statutes*. The Licensee acknowledges that the designated public records custodian for the District is **Tricia Adams** (“**Public Records Custodian**”). Among other requirements and to the extent applicable by law, the Licensee 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 period 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 the Licensee 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 the Licensee'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 the Licensee, the Licensee 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 LICENSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE LICENSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT 407-841-5524, TADAMS@GMSCFL.COM, OR 219 E. LIVINGSTON STREET, ORLANDO, FLORIDA 32801.

18. ARM'S LENGTH NEGOTIATION. This Agreement has been negotiated fully among the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are deemed to have drafted, chosen and selected the language and any doubtful language will not be interpreted or construed against any party.

19. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of each of the parties hereto, each of the Parties has complied with all the requirements of law and each of the parties has full power and authority to comply with the terms and conditions of this Agreement.

20. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

21. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

22. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the Parties caused this Agreement to be executed, effective as of the day and year first written above.

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT DISTRICT**

Chairperson, Board of Supervisors

**CITRUS ISLE HOMEOWNERS
ASSOCIATION, INC.**, a Florida not for profit
corporation

By: _____
Its: _____

Exhibit A: License Property

Exhibit A
License Property

Polk County Property Appraiser
Interactive Map

Help

NAME: HOLLY HIL

Parcel ID: 272704725010002110

Polk County Property Appraiser
Interactive Map

Help

NAME: HOLLY HIL

Parcel ID: 272704725010002110

Data last updated on 2/9/2024

Parcel Details:	272704725010002110
PDR:	Property Desc Report
PRC (PDF):	Property Record Card (PDF)
PRC (HTML):	Property Record Card (HTML)
PRM:	Property Report with map
Physical Address/Postal City and Zip:	CITRUS ISLE BLVD DAVENPORT 33837
Short Legal Desc:	CITRUS ISLE PB 166 PGS 44-47 TRACT H
DOR Code:	0900 (Vac. Residential / or Misc. Imp. Common

Polk County Property Appraiser
Interactive Map

Help

NAME: HOLLY HIL

Parcel ID: 272704725010001770

SECTION IX

SECTION A

SECTION 1



KILINSKI | VAN WYK

MEMORANDUM

To: Board of Supervisors

From: Kilinski | Van Wyk PLLC

Date: January 5, 2024

Re: Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

As a follow up to our communication in July of 2023, the purpose of this memorandum is to remind our clients of new ethics training requirements applicable to Special District Supervisors. This requirement is the result of changes to Section 112.3142, *Florida Statutes*, which were passed during the 2023 Legislative Session. **The new requirements will apply in 2024.**

What is required and when is the deadline?

Supervisors will be required to complete four (4) hours of training each calendar year. For those Supervisors seated on or before March 31, 2024, the four hours of training must be completed by December 31, 2024. For new Supervisors seated after March 31, 2024, training must be completed by December 31, 2025. The training must address, at a minimum, Article II of the State Constitution, the Code of Ethics for Public Officers and Employees, and Florida's public records and open meetings laws. It may be completed by taking a continuing legal education class or other continuing professional education class, seminar, or presentation, if the required information is covered. Compliance will be reported on Form 1 each year.

Where can I find training materials?

The Florida Commission on Ethics has provided links to on-demand courses on their Ethics Training web page: <https://ethics.state.fl.us/Training/Training.aspx>. There are also many courses – both free and for a charge – available online and in-person. Kilinski | Van Wyk will be offering customized training sessions for existing clients upon request. If you have questions about whether a particular course meets the requirements, or if you would like to request a customized training session, please consult your Kilinski | Van Wyk attorney. There may also be the ability to include training within your existing Board meeting schedule.

Form 1 Submittal Changes.

Beginning January 1, 2024, Form 1 will no longer be filed with your local Supervisor of Elections office. Instead, all Form 1s will be filed electronically with the Commission on Ethics. Please see detailed directions on filing here: <https://ethics.state.fl.us/>. Please note that Special District Supervisors are not required to file Form 6.

SECTION C

Holly Hill Road East CDD

Field Management Report



February 13, 2024

Marshall Tindall

Field Services Manager

GMS

Complete

Amenity Review

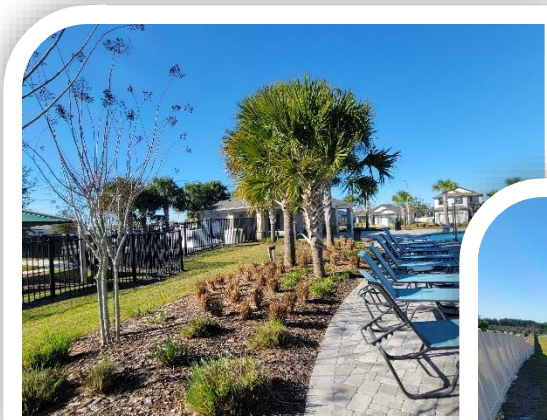
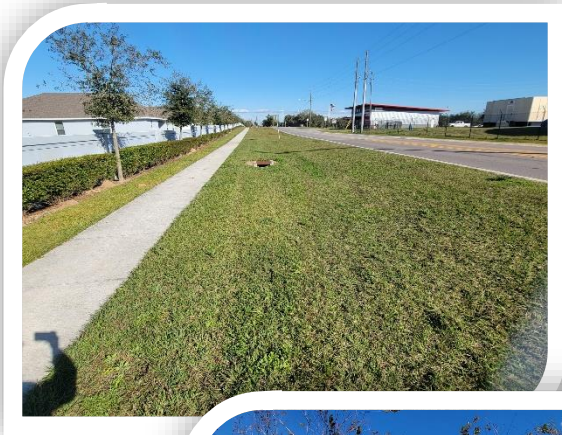
- + Facilities have been well maintained by vendors.
- + Playgrounds reviewed: one of the shade shackles was found loose after a windstorm and was fixed.



Complete

Landscape Review

- ✚ Landscaping is doing well overall based on reviews.
- ✚ Vendor is planning on annual pruning of crepe myrtles.
- ✚ Grass is mowed and hedges are clean and neat.
- ✚ Pool grasses were cut back to promote new growth in spring.



Complete

General Maintenance

- Washouts by trail resurfaced. Gravel filled depression was created to collect the water runoff from trail.
- A drain was installed at the low point and a line run to the pond to carry and control the watershed.
- Damaged mitered end in Citrus Isles was repoured.



Before



After

Complete

Site Items

- ✚ Minor site repairs and touchups including street sign straightening and cleaning of a some areas in the playground.
- ✚ Adding some additional concrete to one of the climbing ladders where it's loosened a little.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-346-2453, or by email at mtindall@gmscfl.com. Thank you.

Respectfully,

Marshall Tindall

SECTION D

SECTION 1

Holly Hill Road East Community Development District

Summary of Check Register

November 29, 2023 through January 31, 2024

Fund	Date	Check No.'s	Amount
General Fund	11/29/23	536	\$ 840.00
	12/6/23	537-541	\$ 20,295.86
	12/12/23	542 - 543	\$ 6,283.71
	12/19/23	544 - 547	\$ 800.00
	12/20/23	548	\$ 13,091.79
	12/21/23	549	\$ 17,305.01
	1/2/24	550 - 552	\$ 13,382.74
	1/10/24	553 - 554	\$ 9,954.30
	1/11/24	555	\$ 4,040.63
	1/23/24	1	\$ 19,891.54
	1/30/24	2	\$ 767,074.51
Total Amount			\$ 872,960.09

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED YRMO	TO DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/29/23	00063	6/14/23	2296059	202305	310-51300-31100			DEWBERRY ENGINEERS INC.	*	840.00	840.00	000536
			ANNUAL REPORT									
12/06/23	00041	11/17/23	11153	202311	330-53800-48600			CLEAN STAR SERVICES OF CENTRAL FL	*	705.00	705.00	000537
			CLEANING SERVICES-NOV23									
12/06/23	00001	10/31/23	178	202310	330-53800-48800			GOVERNMENTAL MANAGEMENT SERVICES-CF	*	3,036.01	3,796.01	000538
		10/31/23	178	202310	320-53800-46000				*	760.00		
			AMENITY-REPAIRS & MAINT									
			GENERAL-REPAIRS & MAINT									
12/06/23	00025	11/01/23	10659	202311	320-53800-46200			PRINCE & SONS INC.	*	11,082.75	12,831.17	000539
		11/01/23	10659	202311	330-53800-48200				*	1,549.00		
		11/09/23	10758	202311	320-53800-47300				*	108.68		
		11/09/23	10759	202311	320-53800-47300				*	90.74		
			LANDSCAPE MAINT-NOV23									
			AMENITY MAINT-NOV23									
			RPLCD MPR NOZZEL									
			RPLCD HEADS/NOZZELS									
12/06/23	00050	8/16/23	20139	202308	330-53800-48100			RESORT POOL SERVICES	*	700.00	700.00	000540
			ADDITIONAL MAINT-AUG23									
12/06/23	00068	11/30/23	11527186	202311	330-53800-12200			SECURITAS SECURITY SERVICES USA	*	2,263.68	2,263.68	000541
			SECURITY SVCS-NOV23									
12/12/23	00001	12/01/23	179	202312	310-51300-34000			MANAGEMENT FEES-DEC23	*	3,343.67		
		12/01/23	179	202312	310-51300-35200			WEBSITE ADMIN-DEC23	*	100.00		
		12/01/23	179	202312	310-51300-35100			INFORMATION TECH-DEC23	*	150.00		
		12/01/23	179	202312	310-51300-31300			DISSEMINATION AGENT-DEC23	*	583.33		
		12/01/23	179	202312	330-57200-12000			AMENITY ACCESS-DEC23	*	500.00		
		12/01/23	179	202312	310-51300-51000			OFFICE SUPPLIES-DEC23	*	.33		
		12/01/23	179	202312	310-51300-42000			POSTAGE-DEC23	*	8.78		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
12/01/23	180		202312 320-53800-12000						FIELD MANAGEMENT-DEC23	*	1,391.25		
12/01/23	180		202312 320-53800-46000						PARKING NOTICE SLEEVES	*	12.35		
GOVERNMENTAL MANAGEMENT SERVICES-CF												6,089.71	000542
12/12/23	00058	12/10/23	8184 202311 310-51300-31500						ATTORNEY SVCS-NOV23	*	194.00		
KILINSKI / VAN WYK, PLLC												194.00	000543
12/19/23	00049	12/12/23	AM121220 202312 310-51300-11000						SUPERVISOR FEES-12/12/23	*	200.00		
ADAM MORGAN												200.00	000544
12/19/23	00073	12/12/23	BB121220 202312 310-51300-11000						SUPERVISOR FEES-12/12/23	*	200.00		
BARRY C BICHARD												200.00	000545
12/19/23	00051	12/12/23	BK121220 202312 310-51300-11000						SUPERVISOR FEES-12/12/23	*	200.00		
BRENT KEWLEY												200.00	000546
12/19/23	00061	12/12/23	RB121220 202312 310-51300-11000						SUPERVISOR FEES-12/12/23	*	200.00		
PATRICK R BONIN												200.00	000547
12/20/23	00025	9/18/23	10151 202309 320-53800-47300						REPAIR NOZZLES	*	68.74		
		9/18/23	10152 202309 320-53800-47300						REPAIR BROKEN HEADS	*	110.43		
		10/01/23	10279 202310 320-53800-46200						LANDSCAPE MAINT-OCT23	*	11,082.75		
		10/01/23	10279 202310 330-53800-48200						AMENITY ACCESS-OCT23	*	1,549.00		
		10/04/23	10375 202310 320-53800-47300						IRRIGATION REPAIR-HEADS	*	63.41		
		10/06/23	10406 202310 320-53800-47300						RPLCD HEADS/NOZZLES	*	217.46		
PRINCE & SONS INC.												13,091.79	000548
12/21/23	00025	7/31/23	9597 202307 320-53800-47300						RPLCD HEADS/NOZZLES	*	481.65		
		7/31/23	9598 202307 320-53800-47300						REPAIR LATERAL BREAK	*	66.61		
		8/01/23	9582 202308 320-53800-46200						LANDSCAPE MAINT AUG23	*	11,082.75		

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		8/01/23 9582	202308 330-53800-48200		*	1,549.00	
		AMENITY LAND MAINT AUG23					
		8/11/23 9763	202308 320-53800-46300		*	4,125.00	
		MULCH INSTALL					
PRINCE & SONS INC.							17,305.01 000549
1/02/24 00041		12/20/23 11359	202312 330-53800-48600		*	695.00	
		CLEANING SERVICES-DEC23					
CLEAN STAR SERVICES OF CENTRAL FL							695.00 000550
1/02/24 00021		12/05/23 25309345	202312 330-53800-48000		*	55.99	
		PEST CONTROL-DEC23					
ORKIN							55.99 000551
1/02/24 00025		12/01/23 11001	202312 320-53800-46200		*	11,082.75	
		LANDSCAPE MAINT-DEC23					
		12/01/23 11001	202312 330-53800-48200		*	1,549.00	
		AMENITY LAND MAINT-DEC23					
PRINCE & SONS INC.							12,631.75 000552
1/10/24 00001		8/31/23 169	202308 330-53800-48800		*	265.00	
		AMENITY REPAIRS-AUG23					
		8/31/23 169	202308 320-53800-46000		*	1,242.88	
		MAILBOX MOUNT/STORMWATER					
		8/31/23 170	202308 330-53800-49100		*	1,419.75	
		INSTALL 3 DOG STATIONS					
		8/31/23 171	202308 330-53800-48800		*	714.20	
		INSTALL 6 TOILETPAPER DIS					
		1/01/24 182	202401 310-51300-34000		*	3,343.67	
		MANAGEMENT FEES-JAN24					
		1/01/24 182	202401 310-51300-35200		*	100.00	
		WEBSITE ADMIN-JAN24					
		1/01/24 182	202401 310-51300-35100		*	150.00	
		INFORMATION TECH-JAN24					
		1/01/24 182	202401 310-51300-31300		*	583.33	
		DISS AGENT SVCS-JAN24					
		1/01/24 182	202401 330-57200-12000		*	500.00	
		AMENITY ACCESS-JAN24					
		1/01/24 182	202401 310-51300-51000		*	.27	
		OFFICE SUPPLIES-JAN24					
		1/01/24 182	202401 310-51300-42000		*	5.70	
		POSTAGE-JAN24					
		1/01/24 183	202401 320-53800-12000		*	1,391.25	
		FIELD MANAGEMENT-JAN24					
GOVERNMENTAL MANAGEMENT SERVICES-CF							9,716.05 000553

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/10/24	00017	1/03/24 01032024	202401 310-51300-42000	TAX BILL POSTAGE 2023	*	238.25	
				JOE G. TEDDER, TAX COLLECTOR			238.25 000554
1/11/24	00031	9/25/23 7069022	202310 310-51300-32300	TRUSTEE FEE SER20 FY24	*	4,040.63	
				US BANK			4,040.63 000555
TOTAL FOR BANK A						85,994.04	

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/23/24	00058	1/13/24	8389	202312	310	51300	31500		KILINSKI / VAN WYK, PLLC	*	2,537.30	2,537.30	000001
1/23/24	00021	1/09/24	25446103	202401	330	53800	48000		ORKIN	*	55.99	55.99	000002
1/23/24	00025	12/19/23	11232	202312	320	53800	47300		RPLC FAULTY DECODER Z10	*	333.40		
		1/01/24	11173	202401	320	53800	46200		LANDSCAPE MAINT-JAN24	*	11,082.75		
		1/01/24	11173	202401	330	53800	48200		AMENITY LAND MAINT-JAN24	*	1,549.00		
									PRINCE & SONS INC.			12,965.15	000003
1/23/24	00050	12/01/23	21107	202312	330	53800	48100		RESORT POOL SERVICES	*	1,650.00	1,650.00	000004
1/23/24	00068	12/31/23	11567179	202312	330	53800	12200		SECURITAS SECURITY SERVICES USA	*	2,683.10	2,683.10	000005
1/30/24	00063	1/17/24	2386009	202312	310	51300	31100		DEWBERRY ENGINEERS INC.	*	420.00	420.00	000006
1/30/24	00029	1/24/24	01242024	202401	300	20700	10000		ASSESSMENT TSFR-S2017	*	224,804.55		
		1/24/24	01242024	202401	300	20700	10000		ASSESSMENT TSFR-S2018	*	121,285.04		
		1/24/24	01242024	202401	300	20700	10000		ASSESSMENT TSFR-S2020A3	*	233,262.55		
		1/24/24	01242024	202401	300	20700	10000		ASSESSMENT TSFR-S2020A4	*	187,302.37		
									HOLLY HILL ROAD EAST C/O USBANK			766,654.51	000007
TOTAL FOR BANK C											786,966.05		
TOTAL FOR REGISTER											872,960.09		

SECTION 2

Holly Hill Road East
Community Development District

Unaudited Financial Reporting
December 31, 2023



Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Series 2017 Debt Service Fund</u>
5	<u>Series 2018 Debt Service Fund</u>
6	<u>Series 2020A3 Debt Service Fund</u>
7	<u>Series 2020A4 Debt Service Fund</u>
8	<u>Combined Capital Project Funds</u>
9	<u>Capital Reserve Fund</u>
10-11	<u>Month to Month</u>
12-13	<u>Long Term Debt Report</u>
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Holly Hill Road East
Community Development District
Combined Balance Sheet
December 31, 2023

	General Fund	Debt Service Fund	Capital Projects Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 1,397,714	\$ -	\$ -	\$ -	\$ 1,397,714
Money Market Account	\$ -	\$ -	\$ -	\$ 58,635	\$ 58,635
Investments:					
Series 2017					
Reserve	\$ -	\$ 113,777	\$ -	\$ -	\$ 113,777
Revenue	\$ -	\$ 63,425	\$ -	\$ -	\$ 63,425
Prepayment	\$ -	\$ 699	\$ -	\$ -	\$ 699
Redemption	\$ -	\$ 192	\$ -	\$ -	\$ 192
Series 2018					
Reserve	\$ -	\$ 61,656	\$ -	\$ -	\$ 61,656
Revenue	\$ -	\$ 32,965	\$ -	\$ -	\$ 32,965
Prepayment	\$ -	\$ 257	\$ -	\$ -	\$ 257
Construction	\$ -	\$ -	\$ -	\$ -	\$ -
Series 2020 A3					
Reserve	\$ -	\$ 119,611	\$ -	\$ -	\$ 119,611
Revenue	\$ -	\$ 21,552	\$ -	\$ -	\$ 21,552
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Cost of Issuance	\$ -	\$ -	\$ 0	\$ -	\$ 0
Project Rating Agency	\$ -	\$ -	\$ 21,138	\$ -	\$ 21,138
Series 2020 A4					
Reserve	\$ -	\$ 95,700	\$ -	\$ -	\$ 95,700
Revenue	\$ -	\$ 17,042	\$ -	\$ -	\$ 17,042
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Assessments Receivable	\$ -	\$ -	\$ -	\$ -	\$ -
Deposits	\$ 1,160	\$ -	\$ -	\$ -	\$ 1,160
Due from General Fund	\$ -	\$ 766,655	\$ -	\$ -	\$ 766,655
Prepaid Expenses	\$ 14,506	\$ -	\$ -	\$ -	\$ 14,506
Total Assets	\$ 1,413,380	\$ 1,293,531	\$ 21,138	\$ 58,635	\$ 2,786,683
Liabilities:					
Accounts Payable	\$ 28,969	\$ -	\$ -	\$ -	\$ 28,969
Due to Debt Service	\$ 766,655	\$ -	\$ -	\$ -	\$ 766,655
Total Liabilities	\$ 795,624	\$ -	\$ -	\$ -	\$ 795,624
Fund Balance:					
Nonspendable:					
Deposits & Prepaid Items	\$ 15,666	\$ -	\$ -	\$ -	\$ 15,666
Restricted for:					
Debt Service - Series 2017	\$ -	\$ 402,896	\$ -	\$ -	\$ 402,896
Debt Service - Series 2018	\$ -	\$ 216,164	\$ -	\$ -	\$ 216,164
Debt Service - Series 2020 A3	\$ -	\$ 374,426	\$ -	\$ -	\$ 374,426
Debt Service - Series 2020 A4	\$ -	\$ 300,044	\$ -	\$ -	\$ 300,044
Capital Projects	\$ -	\$ -	\$ 21,138	\$ -	\$ 21,138
Unassigned	\$ 602,090	\$ -	\$ -	\$ 58,635	\$ 660,725
Total Fund Balances	\$ 617,756	\$ 1,293,531	\$ 21,138	\$ 58,635	\$ 1,991,060
Total Liabilities & Fund Balance	\$ 1,413,380	\$ 1,293,531	\$ 21,138	\$ 58,635	\$ 2,786,683

Holly Hill Road East
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 565,628	\$ 552,107	\$ 552,107	\$ -
Inta-Governmental Revenue	\$ 87,366	\$ -	\$ -	\$ -
Total Revenues	\$ 652,994	\$ 552,107	\$ 552,107	\$ -
Expenditures:				
<u>General & Administrative</u>				
Supervisor Fees	\$ 12,000	\$ 3,000	\$ 1,800	\$ 1,200
Engineering Fees	\$ 10,000	\$ 2,500	\$ 420	\$ 2,080
Legal Services	\$ 25,000	\$ 6,250	\$ 3,709	\$ 2,541
Arbitrage	\$ 1,800	\$ 450	\$ 450	\$ -
Dissemination	\$ 7,200	\$ 1,800	\$ 1,750	\$ 50
Assessment Administration	\$ 5,300	\$ 5,300	\$ 5,300	\$ -
Annual Audit	\$ 4,100	\$ -	\$ -	\$ -
Trustee Fees	\$ 15,839	\$ 7,071	\$ 7,071	\$ -
Management Fees	\$ 40,124	\$ 10,031	\$ 10,031	\$ 0
Information Technology	\$ 1,800	\$ 450	\$ 450	\$ -
Website Maintenance	\$ 1,200	\$ 300	\$ 300	\$ -
Telephone	\$ 100	\$ 25	\$ -	\$ 25
Postage & Delivery	\$ 750	\$ 188	\$ 32	\$ 155
Copies	\$ 1,000	\$ 250	\$ -	\$ 250
Office Supplies	\$ 200	\$ 50	\$ 1	\$ 49
Insurance	\$ 6,586	\$ 6,586	\$ 6,197	\$ 389
Legal Advertising	\$ 2,500	\$ 625	\$ -	\$ 625
Contingency	\$ 1,200	\$ 300	\$ 161	\$ 139
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative	\$ 136,874	\$ 45,351	\$ 37,848	\$ 7,503

Holly Hill Road East
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
<i>Operations & Maintenance</i>				
Field Expenditures				
Field Management	\$ 16,695	\$ 4,174	\$ 4,174	\$ -
Electric	\$ 10,000	\$ 2,500	\$ 2,326	\$ 175
Streetlighting	\$ 46,200	\$ 11,550	\$ 9,000	\$ 2,550
Property Insurance	\$ 4,213	\$ 4,213	\$ 4,615	\$ (402)
Landscape Maintenance	\$ 131,600	\$ 32,900	\$ 33,248	\$ (348)
Landscape Replacement & Enhancements	\$ 22,000	\$ 5,500	\$ -	\$ 5,500
Irrigation Repairs	\$ 7,500	\$ 1,875	\$ 814	\$ 1,061
Sidewalk Repairs & Maintenance	\$ 3,000	\$ 750	\$ -	\$ 750
General Repairs & Maintenance	\$ 17,500	\$ 4,375	\$ 772	\$ 3,603
Contingency	\$ 10,000	\$ 2,500	\$ -	\$ 2,500
Subtotal Field Expenditures	\$ 268,708	\$ 70,337	\$ 54,948	\$ 15,389
Amenity Expenditures				
Property Insurance	\$ 16,953	\$ 16,953	\$ 11,909	\$ 5,044
Amenity Landscaping	\$ 21,000	\$ 5,250	\$ 4,647	\$ 603
Amenity Landscape Replacement	\$ 13,000	\$ 3,250	\$ -	\$ 3,250
Electric	\$ 23,760	\$ 5,940	\$ 5,560	\$ 380
Water	\$ 680	\$ 170	\$ 148	\$ 22
Internet	\$ 2,376	\$ 594	\$ 534	\$ 60
Janitorial Services	\$ 16,100	\$ 4,025	\$ 2,105	\$ 1,920
Pest Control	\$ 740	\$ 185	\$ 168	\$ 17
Amenity Access Management	\$ 6,000	\$ 1,500	\$ 1,500	\$ -
Security Services	\$ 30,900	\$ 7,725	\$ 9,012	\$ (1,287)
Amenity Repairs & Maintenance	\$ 19,800	\$ 4,950	\$ 3,036	\$ 1,914
Pool Maintenance	\$ 18,000	\$ 4,500	\$ 4,630	\$ (130)
Playground Lease	\$ 51,600	\$ 12,900	\$ 13,032	\$ (132)
Contingency	\$ 7,500	\$ 1,875	\$ -	\$ 1,875
Subtotal Amenity Expenditures	\$ 228,409	\$ 69,817	\$ 56,282	\$ 13,535
Total Operations & Maintenance	\$ 497,117	\$ 140,154	\$ 111,230	\$ 28,924
Total Expenditures	\$ 633,991	\$ 185,504	\$ 149,077	\$ 36,427
Excess (Deficiency) of Revenues over Expenditures	\$ 19,003		\$ 403,030	
<i>Other Financing Sources/(Uses):</i>				
Transfer Out - Capital Reserve	\$ (58,400)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (58,400)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (39,397)		\$ 403,030	
Fund Balance - Beginning	\$ 39,397		\$ 214,727	
Fund Balance - Ending	\$ -		\$ 617,756	

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, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 229,722	\$ 224,230	\$ 224,230	\$ -
Interest	\$ -	\$ -	\$ 2,810	\$ 2,810
Total Revenues	\$ 229,722	\$ 224,230	\$ 227,040	\$ 2,810
Expenditures:				
Interest - 11/1	\$ 77,451	\$ 77,451	\$ 77,451	\$ -
Principal - 5/1	\$ 70,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 77,451	\$ -	\$ -	\$ -
Total Expenditures	\$ 224,903	\$ 77,451	\$ 77,451	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 4,820		\$ 149,589	
Fund Balance - Beginning	\$ 137,390		\$ 253,307	
Fund Balance - Ending	\$ 142,210		\$ 402,896	

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, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 123,938	\$ 120,975	\$ 120,975	\$ -
Interest	\$ -	\$ -	\$ 1,515	\$ 1,515
Total Revenues	\$ 123,938	\$ 120,975	\$ 122,490	\$ 1,515
Expenditures:				
Interest - 11/1	\$ 43,463	\$ 43,463	\$ 43,463	\$ -
Principal - 5/1	\$ 35,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 43,463	\$ -	\$ -	\$ -
Total Expenditures	\$ 121,925	\$ 43,463	\$ 43,463	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 2,013		\$ 79,028	
Fund Balance - Beginning	\$ 74,324		\$ 137,136	
Fund Balance - Ending	\$ 76,337		\$ 216,164	

Holly Hill Road East

Community Development District

Debt Service Fund Series 2020 A3

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 238,365	\$ 232,666	\$ 232,666	\$ -
Interest	\$ -	\$ -	\$ 2,965	\$ 2,965
Total Revenues	\$ 238,365	\$ 232,666	\$ 235,631	\$ 2,965
Expenditures:				
Interest - 11/1	\$ 86,300	\$ 86,300	\$ 86,300	\$ -
Principal - 11/1	\$ 65,000	\$ 65,000	\$ 65,000	\$ -
Interest - 5/1	\$ 85,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 236,300	\$ 151,300	\$ 151,300	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 2,065		\$ 84,331	
Fund Balance - Beginning	\$ 166,922		\$ 290,095	
Fund Balance - Ending	\$ 168,988		\$ 374,426	

Holly Hill Road East

Community Development District

Debt Service Fund Series 2020 A4

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 191,400	\$ 186,824	\$ 186,824	\$ -
Interest	\$ -	\$ -	\$ 1,886	\$ 1,886
Total Revenues	\$ 191,400	\$ 186,824	\$ 188,709	\$ 1,886
Expenditures:				
Interest - 11/1	\$ 62,175	\$ 62,175	\$ 62,175	\$ -
Principal - 5/1	\$ 65,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 62,175	\$ -	\$ -	\$ -
Total Expenditures	\$ 189,350	\$ 62,175	\$ 62,175	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 2,050		\$ 126,534	
Fund Balance - Beginning	\$ 76,248		\$ 173,510	
Fund Balance - Ending	\$ 78,298		\$ 300,044	

Holly Hill Road East
Community Development District
Combined Capital Project Funds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2023

	Series 2018	Series 2020 A3	Series 2020 A4	Total
Revenues				
Interest	\$ 0	\$ 259	\$ -	\$ 259
Total Revenues	\$ 0	\$ 259	\$ -	\$ 259
Expenditures:				
Capital Outlay	\$ 54	\$ -	\$ -	\$ 54
Total Expenditures	\$ 54	\$ -	\$ -	\$ 54
Excess (Deficiency) of Revenues over Expenditures	\$ (54)	\$ 259	\$ -	\$ 205
Fund Balance - Beginning	\$ 54	\$ 20,879	\$ 0	\$ 20,933
Fund Balance - Ending	\$ -	\$ 21,138	\$ 0	\$ 21,138

Holly Hill Road East

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
Revenues:				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ -	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ 58,400	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ 58,400	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 58,400		\$ -	
Fund Balance - Beginning	\$ 71,900		\$ 58,635	
Fund Balance - Ending	\$ 130,300		\$ 58,635	

Holly Hill Road East
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments - Tax Roll	\$ -	\$ 27,700	\$ 524,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 552,107
Intra-Governmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ 27,700	\$ 524,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 552,107
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800
Engineering Fees	\$ -	\$ -	\$ 420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420
Legal Services	\$ 978	\$ 194	\$ 2,537	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,709
Arbitrage	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$ 583	\$ 583	\$ 583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,750
Assessment Administration	\$ 5,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ 7,071	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,071
Management Fees	\$ 3,344	\$ 3,344	\$ 3,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,031
Information Technology	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage & Delivery	\$ 12	\$ 11	\$ 9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32
Copies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 1	\$ 1	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Insurance	\$ 6,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,197
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 40	\$ 82	\$ 39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 161
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 24,950	\$ 4,915	\$ 7,982	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,848

Holly Hill Road East
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operations & Maintenance													
Field Expenditures													
Field Management	\$ 1,391	\$ 1,391	\$ 1,391	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,174
Electric	\$ 781	\$ 788	\$ 757	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,326
Streetlighting	\$ 2,765	\$ 3,475	\$ 2,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000
Property Insurance	\$ 4,615	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,615
Landscape Maintenance	\$ 11,083	\$ 11,083	\$ 11,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,248
Landscape Replacement & Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Repairs	\$ 281	\$ 199	\$ 333	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 814
Sidewalk Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Repairs & Maintenance	\$ 760	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 772
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Field Expenditures	\$ 21,676	\$ 16,936	\$ 16,337	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,948
Amenity Expenditures													
Property Insurance	\$ 11,909	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,909
Amenity Landscaping	\$ 1,549	\$ 1,549	\$ 1,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,647
Amenity Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric	\$ 1,761	\$ 1,995	\$ 1,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,560
Water	\$ 50	\$ 46	\$ 52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148
Internet	\$ 356	\$ 178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 534
Janitorial Services	\$ 705	\$ 705	\$ 695	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,105
Pest Control	\$ 56	\$ 56	\$ 56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168
Amenity Access Management	\$ 500	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Security Services	\$ 4,065	\$ 2,264	\$ 2,683	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,012
Amenity Repairs & Maintenance	\$ 3,036	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,036
Pool Maintenance	\$ 1,630	\$ 1,350	\$ 1,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,630
Playground Lease	\$ 4,344	\$ 4,344	\$ 4,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,032
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Amenity Expenditures	\$ 29,962	\$ 12,986	\$ 13,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,282
Total Operations & Maintenance	\$ 51,637	\$ 29,922	\$ 29,671	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,230
Total Expenditures	\$ 76,587	\$ 34,837	\$ 37,653	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,077
Excess (Deficiency) of Revenues over Expenditures	\$ (76,587)	\$ (7,137)	\$ 486,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 403,030
Other Financing Sources/Uses:													
Transfer Out - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (76,587)	\$ (7,137)	\$ 486,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 403,030

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	\$113,777
Reserve Fund Balance	\$113,777
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)
Less: Principal Payment 5/1/21	(\$65,000)
Less: Principal Payment 5/1/22	(\$65,000)
Less: Principal Payment 5/1/23	(\$70,000)
Current Bonds Outstanding	\$3,250,000

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	\$61,656
Reserve Fund Balance	\$61,656
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)
Less: Principal Payment 5/1/21	(\$30,000)
Less: Special Call 11/1/21	(\$5,000)
Less: Principal Payment 5/1/22	(\$30,000)
Less: Special Call 5/1/22	(\$5,000)
Less: Special Call 11/1/22	(\$5,000)
Less: Principal Payment 5/1/23	(\$35,000)
Current Bonds Outstanding	\$1,690,000

Holly Hill Road East
Community Development District
Long Term Debt Report

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	50% of the Maximum Annual Debt Service	
Reserve Fund Requirement	\$119,125	
Reserve Fund Balance	\$119,611	
Bonds Outstanding 5/20/20		\$3,660,000
Less: Principal Payment 11/1/21		(\$60,000)
Less: Principal Payment 11/1/22		(\$60,000)
Less: Principal Payment 11/1/23		(\$65,000)
Current Bonds Outstanding		\$3,475,000

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	50% of the Maximum Annual Debt Service	
Reserve Fund Requirement	\$95,700	
Reserve Fund Balance	\$95,700	
Bonds Outstanding 7/22/20		\$3,325,000
Less: Principal Payment 5/1/22		(\$60,000)
Less: Principal Payment 5/1/23		(\$65,000)
Current Bonds Outstanding		\$3,200,000

Holly Hill Road East
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2023

Gross Assessments \$ 608,205.44 \$ 247,013.40 \$ 133,267.00 \$ 256,306.96 \$ 205,806.28 \$ 1,450,599.08
 Net Assessments \$ 565,631.06 \$ 229,722.46 \$ 123,938.31 \$ 238,365.47 \$ 191,399.84 \$ 1,349,057.14

ON ROLL ASSESSMENTS

Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts	%					Total
							41.93%	17.03%	9.19%	17.67%	14.19%	
							General Fund	2017 Debt Service	2018 Debt Service	2020 A3 Debt Service	2020 A4 Debt Service	
11/10/23	10/13-10/14/23	\$2,681.77	(\$140.79)	(\$50.82)	\$0.00	\$2,490.16	\$1,044.08	\$424.03	\$228.77	\$439.99	\$353.30	\$2,490.17
11/14/23	10/01-10/31/23	\$4,753.52	(\$190.13)	(\$91.27)	\$0.00	\$4,472.12	\$1,875.06	\$761.53	\$410.86	\$790.18	\$634.49	\$4,472.12
11/17/23	11/01-11/05/23	\$25,727.97	(\$1,029.07)	(\$493.98)	\$0.00	\$24,204.92	\$10,148.60	\$4,121.70	\$2,223.71	\$4,276.78	\$3,434.12	\$24,204.91
11/24/23	11/06-11/12/23	\$37,095.09	(\$1,483.79)	(\$712.23)	\$0.00	\$34,899.07	\$14,632.44	\$5,942.74	\$3,206.19	\$6,166.33	\$4,951.37	\$34,899.07
12/08/23	11/13-11/22/23	\$89,656.85	(\$3,586.02)	(\$1,721.42)	\$0.00	\$84,349.41	\$35,365.91	\$14,363.33	\$7,749.21	\$14,903.73	\$11,967.22	\$84,349.40
12/21/23	11/23-11/30/23	\$1,230,165.90	(\$49,206.06)	(\$23,619.20)	\$0.00	\$1,157,340.64	\$485,248.40	\$197,076.26	\$106,325.25	\$204,491.00	\$164,199.73	\$1,157,340.64
12/29/23	12/01-12/15/23	\$9,589.16	(\$359.37)	(\$184.60)	\$0.00	\$9,045.19	\$3,792.45	\$1,540.25	\$830.98	\$1,598.20	\$1,283.30	\$9,045.18
TOTAL		\$ 1,399,670.26	\$ (55,995.23)	\$ (26,873.52)	\$ -	\$ 1,316,801.51	\$ 552,106.94	\$ 224,229.84	\$ 120,974.97	\$ 232,666.21	\$ 186,823.53	\$ 1,316,801.49

98%	Net Percent Collected
\$32,255.63	Balance Remaining to Collect