

**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 11, 2025**, at 11:00 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
Rob Bonin *joined by phone*
Courtney Taylor
Hansen Wong
Nancy Henneberger

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Appointed as Assistant Secretary

Also, present were:

Tricia Adams
Monica Virgen
Grace Rinaldi
Chace Arrington *by Zoom*
Marshall Tindall *by Zoom*

District Manager, GMS
District Manager, GMS
District Counsel, Kilinski Van Wyk
District Engineer
Field Services Manager, GMS

The following is a summary of the discussions and actions taken at the February 11, 2025 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 at 11:00 a.m. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. Hearing no comments, next item followed.

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THIRD ORDER OF BUSINESS

Organizational Matters

A. Review of Letter(s) of Interest/Resumes(s) for Vacancies in Seat 5

Ms. Adams was contacted by Nancy Henneberger expressing her interest in the vacant Board seat.

B. Appointment of Individuals to Fulfill Seat 5

Mr. Morgan made a motion to appoint Nancy Henneberger to seat 5.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, Appointing Nancy Henneberger to Seat #5, was approved.

C. Administration of Oath of Office to Newly Elected Supervisor

Ms. Adams administered the oath of office to Nancy Henneberger. Ms. Rinaldi reviewed the Sunshine Law, Public Records Law, and Ethics Law as well as Form 1 and ethics training. She elected to receive compensation.

**Rob Bonin joined the meeting.*

D. Election of Officers

E. Consideration of Resolution 2025-06 Electing Officers

Ms. Adams noted currently Adam Morgan serves as Chairman, Rob Bonin as Vice Chairman with the remaining Board members serving as Assistant Secretaries. The Board can make a motion to appoint Supervisor Henneberger as an Assistant Secretary or reorganize. Mr. Morgan noted the Board is functioning and recommended appointing Ms. Henneberger as Assistant Secretary.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, Resolution 2025-06 Electing Officers Adding Ms. Henneberger as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 14, 2025 Board of Supervisors Meeting

Ms. Adams presented the minutes from the January 14, 2025 Board of Supervisors meeting. A draft of the minutes has been reviewed by District staff and District Counsel. She asked for a motion to approve as presented.

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On MOTION by Mr. Morgan, seconded by Mr. Wong, with all in favor, the Minutes of the January 14, 2025 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Non-Ad Valorem Agreement with Polk County Property Appraiser

Ms. Adams stated this is an administrative agreement that allows the CDD fees to be put in the non-ad valorem section of the annual property tax bill.

On MOTION by Mr. Morgan, seconded by Ms. Henneberger, with all in favor, the Non-Ad Valorem Agreement with Polk County Property Appraiser, was approved.

SIXTH ORDER OF BUSINESS

Consideration of License Agreement with Citrus Reserve Association to Install Holiday Decorations

Ms. Adams stated this would be a license agreement to allow the association to install Christmas decorations on CDD property with indemnifications and protections for the District.

On MOTION by Mr. Morgan, seconded by Mr. Wong, with all in favor, the License Agreement with Citrus Reserve Association to Install Holiday Decorations, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rinaldi had nothing to report but offered to take questions.

B. Engineer

Mr. Arrington had nothing to report but offered to take any questions.

C. Field Manager's Report

Mr. Tindall presented the Field Managers Report on page 16 of the agenda package.

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D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register from January 9th through January 31st totaling \$106,526.13 for review. Immediately following the register is a detailed run summary.

On MOTION by Mr. Morgan, seconded by Ms. Henneberger, with all in favor, the Check Register totaling \$106,526.13, was approved.

ii. Balance Sheet & Income Statement

Ms. Adams reviewed the unaudited financials through the end of December on page 27 of the agenda package.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Board member noted that they have a photo of a broken sidewalk, the City of Davenport broke it driving the pump truck over it.

TENTH ORDER OF BUSINESS

Adjournment

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

Signed by:

Tricia Adams

Secretary/Assistant Secretary

DocuSigned by:

Adam Morgan

Chairman/Vice Chairman