

*Holly Hill Road East
Community Development District*

Agenda

June 10, 2025

AGENDA

Holly Hill Road East

Community Development District

219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

June 3, 2025

Board of Supervisors Holly Hill Road East Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of **Holly Hill Road East Community Development District** will be held **Tuesday, June 10, 2025 at 11:00 AM** at the **Lake Alfred Public Library, 245 N. Seminole Ave, Lake Alfred, FL 33850.**

Those members of the public wishing to attend the meeting can do so using the information below:

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

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

Meeting ID: 816 6480 4962

Following is the advance agenda for the meeting:

Audit Committee Meeting

1. Roll Call
2. Public Comment Period
3. Approval of the Minutes of the April 8, 2025 Meeting
4. Review and Ranking of Proposals and Selection of an Auditor
 - a. DiBartolomeo, McBee, Hartley & Barnes, P.A.
 - b. Grau & Associates
 - c. McDirmit Davis
5. Adjournment

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Approval of the Minutes of the April 8, 2025 Board of Supervisors Meeting
4. Public Hearing
 - A. Consideration of Resolution 2025-10 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations
 - B. Consideration of Resolution 2025-11 Imposing Special Assessments and Certifying an Assessment Roll
5. Ratification of License Agreement for Holiday Event
6. Acceptance of Audit Committee Recommendation and Selection of Number 1 Ranked Auditor to Provide Auditing Services

7. Staff Reports

A. Attorney

B. Engineer

i. Consideration of Work Authorization 2025-02

C. Field Manager's Report

D. District Manager's Report

i. Approval of Check Register

ii. Balance Sheet & Income Statement

iii. Approval of Fiscal Year 2026 Meeting Schedule

iv. District Goals & Objectives

a. Presentation of Fiscal Year 2025 Authorizing Chair to Execute

b. Adoption of Fiscal Year 2026 Goals & Objectives

v. Presentation of Registered Voters- 896

vi. Form 1 Reminder- Deadline July 1, 2025

8. Other Business

9. Supervisors Requests and Audience Comments

10. Adjournment

Sincerely,

Tricia L. Adams

Tricia L. Adams

District Manager

AUDIT COMMITTEE MEETING

MINUTES

**MINUTES OF MEETING
HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Holly Hill Road East Community Development District was held on Tuesday, **April 8, 2025** at 11:34 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
Rob Bonin	Vice Chairman
Courtney Taylor	Assistant Secretary
Hansen Wong	Assistant Secretary
Nancy Henneberger	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Monica Virgen	District Manager, GMS
Grace Rinaldi	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall <i>by Zoom</i>	Field Services Manager, GMS

The following is a summary of the discussions and actions taken at the April 8, 2025 Holly Hill Road East Community Development District's Audit Committee Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted no members of the public were present.

THIRD ORDER OF BUSINESS

Audit Services

A. Approval of Request for Proposals and Selection Criteria

B. Approval of Notice of Request for Proposals for Audit Services

C. Public Announcement of Opportunity to Provide Audit Services

Ms. Adams noted on page 56 of the agenda package is the request for proposals for audit services and on page 58 is the evaluation criteria. She reviewed the selection evaluation criteria and points. Also included in the agenda package is a copy of the legal notice that will be submitted to the newspaper in Polk County.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, the Request for Proposals and Selection Criteria and Evaluation Criteria and Form of Notice, was approved.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Adams asked for a motion to adjourn the audit committee meeting.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

Holly Hill Road East CDD Auditor Selection

	Ability of Personnel (20 pts)	Proposer's Experience (20 pts)	Understading of Scope of Work (20 pts)	Ability to Furnish the Required Services (20 pts)	Price (20 pts)	Total Points Earned	Ranking (1 being highest)
DiBartolomeo, Hartley & Barnes					2025-\$3,150 2026-\$3,300 2027-\$3,450 2028-\$3,600 2029-\$ 3,750		
Grau & Associates					2025-\$4,000 2026-\$4,100 2027-\$4,200 2028-\$4,300 2029-\$4,400		
McDimit Davis					2025-\$4,300 2026-\$4,300 2027-\$4,500 2028-\$4,500 2029-\$4,600		

SECTION A

Holly Hill Road East Community Development District

Proposer

DiBartolomeo, McBee, Hartley & Barnes, P.A.
Certified Public Accountants

2222 Colonial Road, Suite 200
Fort Pierce, Florida 34950
(772) 461-8833

591 SE Port St. Lucie Boulevard
Port Saint Lucie, Florida 34984
(772) 878-1952

Contact:

Jim Hartley, CPA
Principal

TABLE OF CONTENTS

Letter of Transmittal

Professional Qualifications

- Professional Staff Resources 1-2
- Current and Near Future Workload..... 2
- Identification of Audit Team 2
- Resumes 3-5
- Governmental Audit Experience 6

Additional Data

- Procedures for Ensuring Quality Control & Confidentiality 7
- Independence 7-8
- Computer Auditing Capabilities 8
- Contracts of Similar Nature 9

Technical Approach

- Agreement to Meet or Exceed the Performance Specifications..... 10
- Tentative Audit Schedule 11
- Description of Audit Approach 12-15
- Proposed Audit Fee..... 16

Holly Hill Road East
Community Development District
Audit Selection Committee

Dear Committee Members:

We are pleased to have this opportunity to present the qualifications of DiBartolomeo, McBee, Hartley & Barnes, P.A. (DMHB) to serve as Holly Hill Road East Community Development District's independent auditors. The audit is a significant engagement demanding various professional resources, governmental knowledge and expertise, and, most importantly, experience serving Florida local governments. DMHB understands the services required and is committed to performing these services within the required time frame. We have the staff available to complete this engagement in a timely fashion. We audit several entities across the State making it feasible to schedule and provide services at the required locations.

Proven Track Record— Our clients know our people and the quality of our work. We have always been responsive, met deadlines, and been willing to go the extra mile with the objective of providing significant value to mitigate the cost of the audit. This proven track record of successfully working together to serve governmental clients will enhance the quality of services we provide.

Experience—DMHB has a history of providing quality professional services to an impressive list of public sector clients in Florida. We currently serve a large number of public sector entities in Florida, including cities, villages, special districts, as well as a large number of community development districts. Our firm has performed in excess of 100 community development district audits. In addition, our senior management team members have between 25 and 35 years experience in serving Florida governments. DMHB is a recognized leader in providing services to governmental and non-profit agencies within the State of Florida. Through our experience in performing audits, we have been able to increase our audit efficiency and therefore reduce cost. We have continually passed this cost saving on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with audit standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up to date on all changes that are occurring within the industry.

Timeliness – In order to meet the Districts needs, we will perform interim internal control testing by January 31st from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1st. We will also review all minutes and subsequent needs related to the review of the minutes by January 31st. Follow up review will be completed as necessary.

Communication and Knowledge Sharing— Another driving force behind our service approach is frequent, candid and open communication with management with no surprises. During the course of the audit, we will communicate with management on a regular basis to provide you with a status report on the audit and to discuss any issues that arise, potential management letter comments, or potential audit differences.

In the accompanying proposal, you will find additional information upon which you can evaluate DMHB's qualifications. Our full team is in place and waiting to serve you. Please contact us at 2222 Colonial Road, Suite 200 Fort Pierce, FL 34950. Our phone number is (772) 461-8833. We look forward to further discussion on how our team can work together with you.

Very truly yours,

A handwritten signature in black ink that reads "DiBartolomeo, McBee, Hartley & Barnes". The signature is written in a cursive, flowing style.

DiBartolomeo, McBee, Hartley & Barnes, P.A.

PROFESSIONAL QUALIFICATIONS

DiBartolomeo, McBee, Hartley & Barnes, P.A. is a local public accounting firm with offices in the cities of Fort Pierce and Port St. Lucie. The firm was formed in 1982.

➤ *Professional Staff Resources*

Our services will be delivered through personnel in both our Port St. Lucie and Ft. Pierce offices, located at 591 S.E. Port St. Lucie Blvd., Port St. Lucie, FL 34984 and 2222 Colonial Road, Suite 200, Fort Pierce, Florida 34950, respectively. DMHB has a total of 19 professional staff including 9 with extensive experience serving governmental entities.

Professional Staff Classification	Number of Professionals
Partner	4
Managers	2
Senior	2
Staff	11
	19

DiBartolomeo, McBee, Hartley & Barnes provides a variety of accounting, auditing, tax litigation support, estate planning, and consulting services. Some of the governmental, non-profit accounting, auditing and advisory services currently provided to clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under the OMB A-133 audit criteria
- Issuance of Comfort Letters, consent letters, and parity certificates in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews
- Assisting in compiling historical financial data for first-time and subsequent submissions for the GFOA Certificate of Achievement for Excellence in Financial Reporting

PROFESSIONAL QUALIFICATIONS (CONTINUED)

➤ *Professional Staff Resources (Continued)*

- Audits of franchise fees received from outside franchisees
- Preparation of annual reports to the State Department of Banking and Finance
- Audits of Internal Controls – Governmental Special Project
- Assistance with Implementation of current GASB pronouncements

➤ *Current and Near Future Workload*

In order to better serve and provide timely and informative financial data, we have comprised an experienced audit team. Our present and future workloads will permit the proposed audit team to perform these audits within the time schedule required and meet all deadlines.

➤ *Identification of Audit Team*

The team is composed of people who are experienced, professional, and creative. They fully understand your business and will provide you with reliable opinions. In addition, they will make a point to maintain ongoing dialogue with each other and management about the status of our services.

The auditing firm you select is only as good as the people who serve you. We are extremely proud of the outstanding team we have assembled for your engagement. Our team brings many years of relevant experience coupled with the technical skill, knowledge, authority, dedication, and most of all, the commitment you need to meet your government reporting obligations and the challenges that will result from the changing accounting standards.

A flow chart of the audit team and brief resumes detailing individual team members' experience in each of the relevant areas follow.

Jim Hartley, CPA – Engagement Partner (resume attached)
Will assist in the field as main contact

Jay McBee, CPA – Technical Reviewer (resume attached)

Christine Kenny, CPA – Senior (resume attached)

Jim Hartley

Partner – DiBartolomeo, McBee, Hartley & Barnes

Experience and Training

Jim has over 35 years of public accounting experience and would serve as the engagement partner. His experience and training include:

- 35 years of non-profit and governmental experience.
- Specializing in serving entities ranging from Government to Associations and Special District audits.
- Has performed audits and advisory services for a variety of public sector entities.
- Has extensive experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines.
- Experienced in maintaining the GFOA Certificate of Achievement.
- 120 hours of CPE credits over the past 3 years.

Recent Engagements

Has provided audit services on governmental entities including towns, villages, cities, counties, special districts and community development districts. Jim has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Jim currently provides internal audit and consulting services to governmental entities and non-profit agencies to assist in implementing and maintaining “best practice” accounting policies and procedures. Jim provides auditing services to the Fort Pierce Utilities Authority, St. Lucie County Fire District, City of Port St. Lucie, Tradition CDD #1 – 10, Southern Groves CDD #1-6, Multiple CDD audits, Town of St. Lucie Village, Town of Sewall’s Point, Town of Jupiter Island along with several other entities, including Condo and Homeowner Associations.

Education and Registrations

- Bachelor of Science in Accounting – Sterling College.
- Certified Public Accountant

Professional Affiliations

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

Volunteer Service

- Treasurer & Executive Board - St. Lucie County Chamber of Commerce
- Budget Advisory Board - St. Lucie County School District
- Past Treasurer - Exchange Club for Prevention of Child Abuse & Exchange Foundation Board
- Board of Directors – State Division of Juvenile Justice

Jay L. McBee

Partner – DiBartolomeo, McBee, Hartley & Barnes

Experience and Training

Jay has over 45 years of public accounting experience and would serve as the technical reviewer on the audit. His experience and training include:

- 45 years of government experience.
- Specializing in serving local government entities.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, special districts, and school districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- Has extensive experience in performing pension audits.
- Experienced in developing and maintaining the GFOA Certificate of Achievement.
- 120 Hours of relevant government CPE credits over the past 3 years.
- Experience in municipal bond and other governmental-financing options and offerings.

Recent Engagements

Has provided auditing services on local governmental entities including towns, villages, cities, counties, special district and community development districts. Jay has assisted with financial preparation, system implementation, and a variety of government services to a wide range of governmental entities. Jay currently provides auditing services to the City of Port St. Lucie, City of Okeechobee Pension Trust Funds, St. Lucie County Fire District Pension funds, along with several other non-profit and governmental entities.

Education and Registrations

- Bachelor of Science in Accounting and Quantitative Business Management – West Virginia University.
- Certified Public Accountant

Professional Affiliations

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

Volunteer Service

- Member of the St. Lucie County Citizens Budget Committee
- Finance committee for the First United Methodist Church
- Treasurer of Boys & Girls Club of St. Lucie County

Christine M. Kenny, CPA

Senior Staff – DiBartolomeo, McBee, Hartley & Barnes

Experience and training

Christine has over 18 years of public accounting experience and would serve as a senior staff for the Constitutional Officers. Her experience and training include:

- 18 years of manager and audit experience.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, towns and special districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- 100 hours of relevant government CPE credits over the past 3 years.

Recent Engagements

Has provided audit services on governmental entities including towns, villages, cities and special districts. Christine has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Christine currently provides services to multiple agencies to assist in implementing and maintaining “best practice” accounting policies and procedures.

Engagements include St. Lucie County Fire District, City of Fort Pierce, Town of Sewall’s Point, and Town of St. Lucie Village.

Education and Registrations

- Bachelor of Science in Accounting – Florida State University
- Professional Affiliations
- Active Member of the Florida Institute of Certified Public Accountants
- Active Member of the American Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

PROFESSIONAL QUALIFICATIONS (CONTINUED)

➤ *Governmental Audit Experience*

DiBartolomeo, McBee, Hartley & Barnes, P.A., through its principals and members, has provided continuous in-depth professional accounting, auditing, and consulting services to local government units, nonprofit organizations, and commercial clients. Our professionals have developed considerable expertise in performing governmental audits and single audits and in preparing governmental financial statements in conformance with continually evolving GASB pronouncements, statements, and interpretations. All of the public sector entities we serve annually are required to be in accordance with GASB pronouncements and government auditing standards. We currently perform several Federal and State single audits in compliance with OMB Circular A-133 and under the Florida Single Audit Act. Our professionals are also experienced in assisting their clients with preparing Comprehensive Annual Financial Reports (GFOA).

All work performed by our firm is closely supervised by experienced certified public accountants. Only our most seasoned CPA's perform consulting services. Some of the professional accounting, auditing, and management consulting services currently provided to our local governmental clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under OMB A-133 audit criteria and the Florida Single Audit Act
- Assisting in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement of Excellence in Financial Reporting
- Audits of franchise fees received from outside franchisees
- Assistance with Implementation of GASB-34
- Internal audit functions
- Fixed assets review and updating cost/depreciation allocations and methods

ADDITIONAL DATA

➤ *Procedures for Ensuring Quality Control & Confidentiality*

Quality control in any CPA firm can never be taken for granted. It requires a continuing commitment to professional excellence. DiBartolomeo, McBee, Hartley & Barnes is formally dedicated to that commitment.

In an effort to continue to maintain the standards of working excellence required by our firm, DiBartolomeo, McBee, Hartley & Barnes, P.A. joined the Quality Review Program of the American Institute of Certified Public Accountants. To be a participating member firm, a firm must obtain an independent compliance review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements. The scope of peer review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence
- Assignment of professional personnel to engagements
- Consultation on technical matters
- Supervision of engagement personnel
- Hiring and employment of personnel
- Professional development
- Advancement
- Acceptance and continuance of clients
- Inspection and review system

➤ *Independence*

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, independent auditors must exercise utmost care in the performance of their duties.

Our firm has provided continuous certified public accounting services in the government sector for 31 years, and we are independent of the Community Development Districts as defined by the following rules, regulations, and standards:

ADDITIONAL DATA (CONTINUED)

➤ *Independence (Continued)*

- Au Section 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants
- ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants
- Chapter 21A-21, Florida Administrative Code
- Section 473.315, Florida Statutes
- Government Auditing Standards, issued by the Comptroller General of the United States

➤ *Computer Auditing Capabilities*

DiBartolomeo, McBee, Hartley & Barnes' strong computer capabilities as demonstrated by our progressive approach to computer auditing and extensive use of microcomputers. Jay McBee is the MIS partner for DMHB. Jay has extensive experience in auditing and evaluating various computer systems and would provide these services in this engagement.

We view the computer operation as an integral part of its accounting systems. We would evaluate the computer control environment to:

- Understand the computer control environment's effect on internal controls
- Conclude on whether aspects of the environment require special audit attention
- Make preliminary determination of comments for inclusion in our management letter

This evaluation includes:

- System hardware and software
- Organization and administration
- Access

Contracts of Similar Nature within References

Client	Years	Annual Audit In Accordance With GAAS	Engagement Partner	Incl. Utility Audit/ Consulting	GFOA Cert.	GASB 34 Implementation & Assistance	Total Hours
St. Lucie County Fire District Karen Russell, Clerk-Treasurer (772)462-2300	1984 - Current	√	Jim Hartley			√	250-300
City of Fort Pierce Johnna Morris, Finance Director (772)-460-2200	2005-current	√	Mark Barnes		√	√	800
Fort Pierce Utilities Authority Nina Hurtubise, Finance Director (772)-466-1600	2005-current	√	Jim Hartley	√	√	√	600
Town of St. Lucie Village Diane Robertson, Town Clerk (772) 595-0663	1999 – current	√	Jim Hartley			√	100
City of Okeechobee Pension Trust Funds Marita Rice, Supervisor of Finance (863)763-9460	1998 – current	√	Jay McBee				60
St. Lucie County Fire District 175 Pension Trust Fund Chris Bushman , Captain (772) 462-2300	1990 – current	√	Jay McBee				60
Tradition Community Development District 1-10 Alan Mishlove, District Finance Manager (407)382-3256	2002 - current	√	Jim Hartley			√	350
Legends Bay Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	Jim Hartley				50
Union Park Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	Jim Hartley				50
Deer Island Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	Jim Hartley				50
Park Creek Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	Jim Hartley				50
Waterleaf Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	Jim Hartley				50

TECHNICAL APPROACH

a. *An Express Agreement to Meet or Exceed the Performance Specifications.*

1. The audit will be conducted in compliance with the following requirements:
 - a. Rules of the Auditor General for form and content of governmental audits
 - b. Regulations of the State Department of Banking and Finance
 - c. Audits of State and Local Governmental Units-American Institute of Certified Public Accountants.
2. The audit report shall contain the opinion of the auditor in reference to all financial statements, and an opinion reflecting compliance with applicable legal provisions.
3. We will also provide the required copies of the audit report, the management letter, any related reports on internal control weaknesses and one copy of the adjusting journal entries and financial work papers.
4. The auditor shall, at no additional charge, make all related work papers available to any Federal or State agency upon request in accordance with Federal and State Laws and Regulations.
5. We will work in cooperation with the District, its underwriters and bond council in regard to any bond issues that may occur during the term of the contract.
6. The financial statements shall be prepared in conformity with Governmental Accounting Standards Board Statement Number 34, 63 and 65.

We will commit to issuing the audit for each Fiscal year by June 1st of the following year. In order to ensure this we will perform interim internal control testing as required by January 31st from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1st. We will also review all minutes and subsequent needs related to the review of the minutes by January 30th. Follow up review will be completed as necessary.

b. SPECIFIC AUDIT APPROACH

Our partners are not strangers who show up for an entrance conference and an exit conference. We have developed an audit plan that allows the partners to directly supervise our staff in the field. By assigning two partners to the audit, we will have a partner on-site for a significant portion of the fieldwork. This also gives the District an additional contact individual for questions or problems that may arise during the audit.

The scope of our services will include a financial, as well as, a compliance audit of the District's financial statements. Our audit will be conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Additionally, our audit will be conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local government entity audits performed in the State of Florida.

Our audit approach places emphasis on the accounting information system and how the data is recorded, rather than solely on the verification of numbers on a financial statement. This approach enables us to:

- Maximize our understanding of the District's operating environment
- Minimize time required conducting the audit since we start with broad considerations and narrow to specific audit objectives in critical areas

Our audit approach consists of four phases encompassing our audit process:

- Planning Phase
- Detailed Audit Phase
- Closing Phase
- Reporting

Planning Phase

Meetings and Expectations:

Our first step in this phase will be to set up a planning meeting with the financial and operating management of Holly Hill Road East Community Development District. Our goal here is to eliminate "surprises." By meeting with responsible officials early on we can discuss significant accounting policies, closing procedures and timetables, planned timing of our audit procedures and expectations of our work. This will also be the starting point for our discussions with management related to *SAS No. 99-Consideration of Fraud in a Financial Statement Audit*. Inquiries will be made regarding managements knowledge of fraud and on management's views regarding the risk of fraud.

Review Operations and Develop Engagement Plan

It is critical that we understand the District's operating environment. To do this we will obtain and review such items as, organizational charts, recent financial statements, budget information, major contracts and lease agreements. We will also gather other information necessary to increase our understanding of the District's operations, organization, and internal control.

Study and Evaluate Internal Control

As part of general planning, we will obtain an understanding and assessment of the District's control environment. This assessment involves a review of management's operating style, written internal control procedures, and the District's accounting system. The assessment is necessary to determine if we can rely on control procedures and thus reduce the extent of substantive testing.

We then test compliance with established control procedures by ascertaining that the significant strengths within the system are functioning as described to us. Generally, transactions are selected and reviewed in sufficient detail to permit us to formulate conclusions regarding compliance with control procedures and the extent of operation compliance with pertinent laws and regulations. This involves gaining an understanding of the District's procedures, laws and regulations, and testing systems for compliance by examining contracts, invoices, bid procedures, and other documents. After testing controls, we then evaluate the results of those tests and decide whether we can rely on controls and thus reduce other audit procedures.

Conduct Preliminary Analytical Review

Also during the planning stage, we undertake analytical procedures that aid us in focusing our energies in the right direction. We call these analytical reviews.

A properly designed analytical review can be a very effective audit procedure in audits of governmental units. Analytical reviews consist of more than just a comparison of current-year actual results to prior-year actual results. Very effective analytical review techniques include trend analysis covering a number of years and comparisons of information not maintained totally within the financial accounting system, such as per capita information, prevailing market interest rates, housing statistics, etc.

Some examples of effective analytical reviews performed together and/or individually include:

- Comparison of current-year actual results with current-year budget for the current and past years with investigation of significant differences and/or trends
- Trend analysis of the percentage of current-year revenues to current-year rates for the current and previous years with investigation of significant changes in the collection percentage
- Trend analysis of the percentage of expenditures by function for the current and previous years with investigation of significant changes in percentages by department
- Monthly analysis of receipts compared to prior years to detect trends that may have audit implications

Conclusions reached enable us to determine the nature, timing and extent of other substantive procedures.

Detailed Audit Phase

Conduct Final Risk Assessment and Prepare Audit Programs

Risk assessment requires evaluating the likelihood of errors occurring that could have a material affect on the financial statements being audited. The conclusions we reach are based on many evaluations of internal control, systems, accounts, and transactions that occur throughout the audit. After evaluating the results of our tests of control and our final risk assessment we can develop detailed audit programs.

Perform Substantive Tests of Account Balances

These tests are designed to provide reasonable assurance as to the validity of the information produced by the accounting system. Substantive tests involve such things as examining invoices supporting payments, confirmation of balances with independent parties, analytical review procedures, and physical inspection of assets. All significant accounts will be subjected to substantive procedures. Substantive tests provide direct evidence of the completeness, accuracy, and validity of data.

Perform Single Audit Procedures (if applicable)

During the planning phase of the audit we will request and review schedules of expenditures of federal awards and state financial assistance. These schedules will be the basis for our determination of the specific programs we will test.

In documenting our understanding of the internal control system for the financial statement audit, we will identify control activities that impact major federal and state programs as well. This will allow us to test certain controls for the financial audit and the single audit concurrently. We will then perform additional tests of controls for each federal and state program selected for testing. We will then evaluate the results of the test of controls to determine the nature, timing and extent of substantive testing necessary to determine compliance with major program requirements.

Perform Statutory Compliance Testing

We have developed audit programs for Holly Hill Road East Community Development District designed to test Florida Statutes as required by the Auditor General. These programs include test procedures such as general inquiries, confirmation from third parties, and examination of specific documents.

Closing Phase

During the closing phase we perform detail work paper reviews, request legal letters, review subsequent events and proposed audit adjustments. Communication with the client is critical in this phase to ensure that the information necessary to prepare financial statements in conformity with accounting principles generally accepted in the United States has been obtained.

Reporting Phase

Financial Statement Preparation

As a local firm, we spend a considerable amount of time on financial statement preparation and support. With this in mind, we can assist in certain portions of the preparation of financial statements or simply review a draft of financials prepared by your staff. We let you determine our level of involvement.

Management Letters

We want to help you solve problems before they become major.

Our management letters go beyond citing possible deficiencies in the District's internal control structures. They identify opportunities for increasing revenues, decreasing costs, improving management information, protecting assets and improving operational efficiency.

The diversity of experience of our personnel and their independent and objective viewpoints make the comments, observations, and conclusions presented in our management letters a valuable source of information. We have provided positive solution-oriented objective recommendations to our governmental clients regarding investments, accounting accuracy, data processing, revenue bonds, payroll, utility billing, purchasing, budgeting, risk management, and internal auditing.

This review ensures the integrity of the factual data in the management letter but does not influence or impair our independence.

Exit Conferences and Delivery of Reports

We anticipate meeting with appropriate District personnel in February and issuing the final required reports by the May meeting of each year.

PROPOSED AUDIT FEE

DiBartolomeo, McBee, Hartley & Barnes P.A. will perform the annual audit of Holly Hill Road East Community Development District as follows:

September 2025	\$ 3,150
September 2026	\$ 3,300
September 2027	\$ 3,450
September 2028	\$ 3,600
September 2029	\$ 3,750

In years of new debt issuance fees may be adjusted as mutually agreed upon.

SECTION B



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services:

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT DISTRICT**

Proposal Due: June 2, 2025
5:00PM

Submitted to:

Holly Hill Road East
Community Development District
c/o District Manager
219 East Livingston Street
Orlando, Florida 32801

Submitted by:

Antonio J. Grau, Partner
Grau & Associates
1001 Yamato Road, Suite 301
Boca Raton, Florida 33431

Tel (561) 994-9299
(800) 229-4728

Fax (561) 994-5823

tgrau@graucpa.com

www.graucpa.com



Table of Contents

Page

EXECUTIVE SUMMARY / TRANSMITTAL LETTER 1

FIRM QUALIFICATIONS.....3

FIRM & STAFF EXPERIENCE.....6

REFERENCES..... 11

SPECIFIC AUDIT APPROACH..... 13

COST OF SERVICES 17

SUPPLEMENTAL INFORMATION 19



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

June 2, 2025

Holly Hill Road East Community Development District
c/o District Manager
219 East Livingston Street
Orlando, Florida 32801

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2025, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Holly Hill Road East Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Government audits are at the core of our practice: **95% of our work is performing audits for local governments and of that 98% are for special districts.** With our significant experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to your operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year-round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year-round, updating, collaborating, and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,
Grau & Associates



Antonio J. Grau

Firm Qualifications



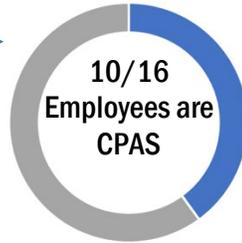
Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Grau's Focus and Experience

Our Team



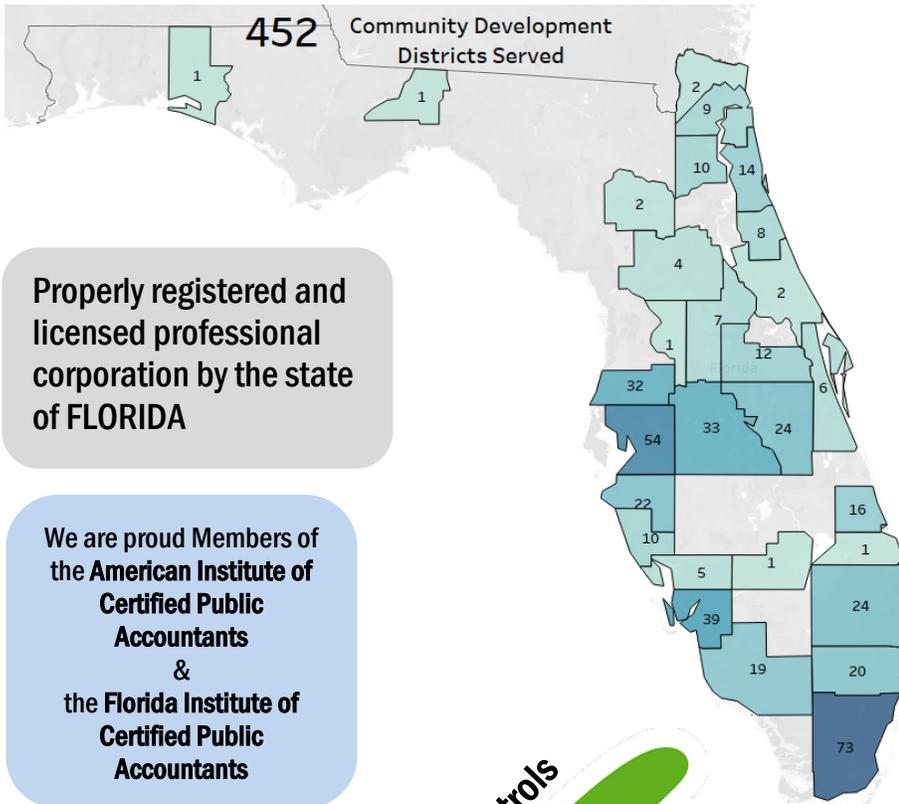
3 Partners
11 Professional Staff
2 Administrative Professionals



2005

Year founded

Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the American Institute of Certified Public Accountants & the Florida Institute of Certified Public Accountants

Quality Controls



- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality



AICPA | FICPA | GFOA | FASD | FGFOA

See next page for report and certificate



Florida Institute of Certified Public Accountants

FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

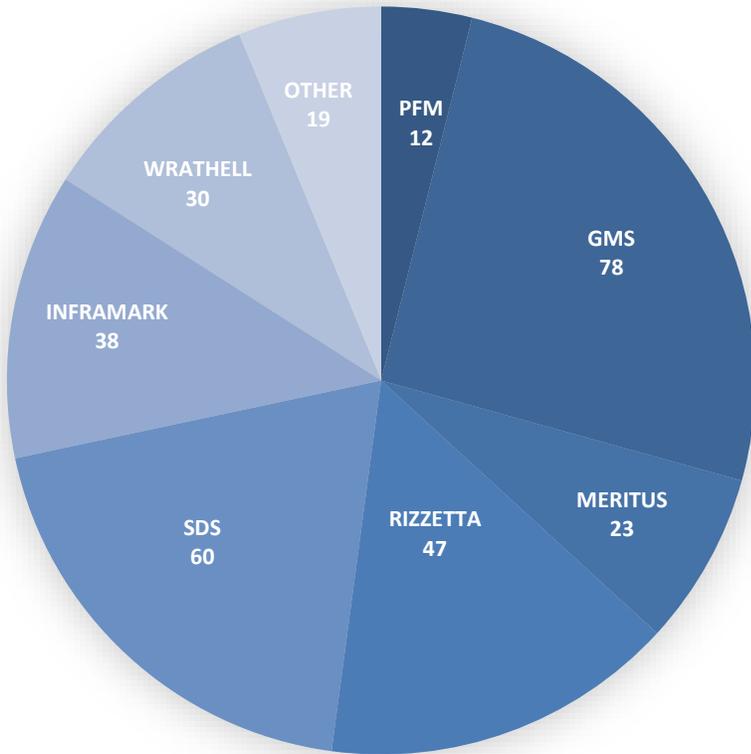
119 S Monroe Street, Suite 121 | Tallahassee, FL 32301 | 850.224.2727, in Florida | www.ficpa.org

Firm & Staff Experience



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

*Years Performing Audits: 35+
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 56 hours
Professional Memberships: AICPA, FICPA, FGFOA, GFOA*

David Caplivski, CPA (Partner)

*Years Performing Audits: 13+
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 64 hours
Professional Memberships: AICPA, FICPA, FGFOA, FASD*

“Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process.”

- Tony Grau

“Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization.”

- David Caplivski

YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team. The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



Antonio 'Tony' J. Grau, CPA Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

- | | |
|--|--|
| Bayside Improvement Community Development District | St. Lucie West Services District |
| Dunes Community Development District | Ave Maria Stewardship Community District |
| Fishhawk Community Development District (I,II,IV) | Rivers Edge II Community Development District |
| Grand Bay at Doral Community Development District | Bartram Park Community Development District |
| Heritage Harbor North Community Development District | Bay Laurel Center Community Development District |
| | |
| Boca Raton Airport Authority | |
| Greater Naples Fire Rescue District | |
| Key Largo Wastewater Treatment District | |
| Lake Worth Drainage District | |
| South Indian River Water Control | |

Professional Associations/Memberships

- | | |
|--|---|
| American Institute of Certified Public Accountants | Florida Government Finance Officers Association |
| Florida Institute of Certified Public Accountants | Government Finance Officers Association Member |
| City of Boca Raton Financial Advisory Board Member | |

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	<u>56</u>
Total Hours	<u>80</u> (includes of 4 hours of Ethics CPE)



David Caplivski, CPA/CITP, Partner
 Contact : dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

Education

Florida Atlantic University (2009)
 Master of Accounting
 Nova Southeastern University (2002)
 Bachelor of Science
 Environmental Studies

Certifications and Certificates

Certified Public Accountant (2011)
 AICPA Certified Information Technology Professional (2018)
 AICPA Accreditation COSO Internal Control Certificate (2022)

Clients Served (partial list)

(>300) Various Special Districts	Hispanic Human Resource Council
Aid to Victims of Domestic Abuse	Loxahatchee Groves Water Control District
Boca Raton Airport Authority	Old Plantation Water Control District
Broward Education Foundation	Pinetree Water Control District
CareerSource Brevard	San Carlos Park Fire & Rescue Retirement Plan
CareerSource Central Florida 403 (b) Plan	South Indian River Water Control District
City of Lauderhill GERS	South Trail Fire Protection & Rescue District
City of Parkland Police Pension Fund	Town of Haverhill
City of Sunrise GERS	Town of Hypoluxo
Coquina Water Control District	Town of Hillsboro Beach
Central County Water Control District	Town of Lantana
City of Miami (program specific audits)	Town of Lauderdale By-The-Sea Volunteer Fire Pension
City of West Park	Town of Pembroke Park
Coquina Water Control District	Village of Wellington
East Central Regional Wastewater Treatment Fac.	Village of Golf
East Naples Fire Control & Rescue District	

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	<u>88</u> (includes 4 hours of Ethics CPE)

Professional Associations

Member, American Institute of Certified Public Accountants
Member, Florida Institute of Certified Public Accountants
Member, Florida Government Finance Officers Association
Member, Florida Association of Special Districts

References



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2007
Client Contact	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

Specific Audit Approach



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

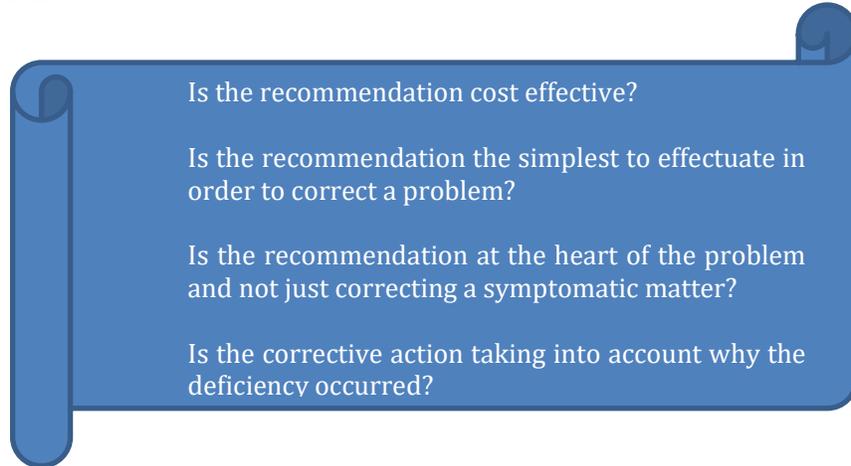
Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

Cost of Services



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2025-2029 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2025	\$4,000
2026	\$4,100
2027	\$4,200
2028	\$4,300
2029	<u>\$4,400</u>
TOTAL (2025-2029)	<u>\$21,000</u>

The above fee is based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fee would be adjusted accordingly upon approval from all parties concerned.

Supplemental Information



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Farms Water Control District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Asbury Municipal Service Benefit District	✓			✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Water Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Port of The Islands Community Improvement District	✓		✓	✓	9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓				9/30
South Central Regional Wastewater Treatment and Disposal Board	✓				9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunrise Lakes Phase IV Recreation District	✓			✓	9/30
Sunshine Water Control District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (452)	✓			✓	9/30
TOTAL	491	5	4	484	

ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73

Current
Arbitrage
Calculations

We look forward to providing Holly Hill Road East Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

**For even more information on Grau & Associates
please visit us on www.graucpa.com.**

SECTION C

Proposal to Provide Auditing Services

Holly Hill Road East

Community Development District

**For the Fiscal Year Ending
September 30, 2025
With an Option for Four Additional Annual Renewals**

Submitted by:



**1800 Pembroke Drive
Suite 170
Orlando, Florida 32810
(407) 843-5406**

CONTACT: Tamara Campbell, C.P.A.

tcampbell@mcdermittdavis.com

www.mcdermittdavis.com

Proposal for Audit Services to
Holly Hill Road East Community Development District
Table of Contents

	<u>Page</u>
Letter of Interest	1
Company Background	3
Peer Review Letter	7
Audit Personnel Experience	9
References	12
Service Approach	14
Cost Proposal	16

Letter of Interest



June 2, 2025

Tricia Adams, District Manager
Holly Hill Road East Community Development District

Thank you for the opportunity to submit our qualifications and experience to serve as independent auditors of *Holly Hill Road East Community Development District*. The accompanying proposal will provide you detailed information regarding the scope of services to be provided, as well as a profile of the Firm, the individuals who will serve you, our qualifications and experience, and representative clients, including specific references.

It is our understanding that we will provide the following services:

1. Financial audit of the basic financial statements of *Holly Hill Road East Community Development District* for the fiscal year ending September 30, 2025, with an option for four additional annual renewals.
2. We will commit to maintain staff required to conclude the audits within the time constraints indicated in the RFP.
3. The audit will be performed in accordance with generally accepted auditing standards, *Governmental Auditing Standards* and the Rules of the Auditor General of the State of Florida.

We believe we are the best-qualified firm to perform the engagement for the following reasons:

- We presently audit **over forty Community Development Districts**, fourteen municipalities and one special water district and have an excellent working knowledge of generally accepted accounting principles related to governmental entities.
- We assist in the preparation of the financial statements for most of these governmental entities.
- We have assisted nine municipalities in receiving the GFOA "Certificate of Achievement for Excellence in Financial Reporting". Most of these municipalities have been receiving the "Certificate of Achievement" for ten to twenty years. Tamara Campbell is active as a national review team member of the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program. As a review team member, Ms. Campbell reviews and evaluates financial reports submitted by cities and counties to determine whether the financial reports meet the stringent requirements to receive the GFOA's prestigious award. Participating as a review team member, Ms. Campbell has demonstrated her expertise in governmental accounting and auditing.
- We have strong information technology ability and will input the District's general ledger balances into our ProSystem fx Engagement software and perform a virtually "paperless" audit. The District's Financial Statements are linked to the general ledger; therefore, the likelihood of errors on the financial statements is reduced.
- We have recent and continuous experience and have devoted a great deal of our continuing education to the governmental auditing and accounting field. Our Firm meets the independence and education requirements of the Government Auditing Standards issued by the Comptroller General of the United States. Our Firm is independent of *Holly Hill Road East Community Development District* as defined by Government Auditing Standards.

- We are members of the American and Florida Institutes of Certified Public Accountants and an Associate member of the Governmental Finance Officers Association. Our Firm is active in governmental organizations throughout Central Florida and has served on governmental committees of the Florida Institute of CPAs.
- We are a local firm with personnel committed to quality and professional performance, accustomed to providing a high level of client satisfaction. We believe that our Firm is part of a team effort to assist the District in developing the best financial reporting possible.
- We have a history of continuity of personnel assigned to the engagement. Our single office firm and low personnel turnover assures uninterrupted services from our partners and staff. We have a staff of 28 people and 8 of those are governmental audit staff.

McDimit Davis, LLC has not colluded with any of the proposers, and we have not defaulted on any previous contract, and are not in arrears on any previous or existing contract and are properly licensed.

Because of our unique qualifications and a philosophy based on complete dedication to client service, we feel confident that we can provide you with responsiveness and a range of experience that will best serve your needs.

Ms. Tamara Campbell, partner, is authorized to represent the Firm and may be contacted at 1800 Pembroke Drive, Suite 170, Orlando, Florida 32810, or phone (407) 843-5406.

We would consider it a privilege to continue to serve as independent auditors for *Holly Hill Road East Community Development District*.

Sincerely,

McDimit Davis, LLC

A handwritten signature in blue ink, appearing to read 'Tamara Campbell', with a stylized, cursive script.

Tamara Campbell, CPA

Company Background



About Us:

McDimit Davis, LLC was incorporated in the State of Florida in August 1984 and serves Central Florida from its centrally located office in Orlando, Florida. The partners and managers have over 100 years of combined experience in public accounting, and our Firm has grown to be ranked as one of the top 10 accounting firms in Central Florida by the Orlando Business Journal.



When considering whether to hire our Firm, you will find that McDimit Davis can be differentiated from our competitors in several areas, such as:

- **Local, Experienced and Involved Partners:** Our partners and managers have over 100 years of combined experience in public accounting. Tammy has over twenty years of governmental accounting and auditing experience, including municipalities, airport authorities and over **40 community development districts**.
- **Commitment to Quality:** McDimit Davis has received a “pass” audit opinion by our peer reviewers regarding our Firm’s Quality Control Standards.
- **Timely Audits:** Our commitment is to meet all audit deadlines; all of our audits have been performed according to agreed audit schedules.

Our Firm has a wide range of clients providing both goods and services in the Central Florida area. Our practice encompasses auditing, accounting, management advisory and tax services. A list of all governmental clients audited by us for the fiscal years 2018-2023 is as follows:

- **Over Forty Community Development Districts**
- City of Belle Isle, Florida^{^*}
- City of Clermont, Florida^{*}
- City of Fruitland Park, Florida
- City of Inverness, Florida
- City of Lake Helen, Florida[^]
- City of Lake Mary, Florida^{^*}
- City of Longwood, Florida^{^*}
- City of Mascotte, Florida[^]
- City of Minneola, Florida[^]
- City of Orange City, Florida^{^*}
- City of Tavares, Florida^{^*}
- City of Umatilla, Florida^{^*}
- Homosassa Special Water District[^]
- Sun ‘n Lake of Sebring Improvement District[^]
- Town of Montverde, Florida[^]
- Town of Palm Shores, Florida[^]
- Town of Windermere, Florida[^]

[^]These entities are presently clients of McDimit Davis, LLC.

^{*}These entities participate in the Certificate of Achievement for Excellence in Financial Reporting program.

General Information about McDimit Davis

License to Practice in Florida

Our Firm and all key professional staff are properly licensed to practice in the State of Florida. In addition, our Firm and all assigned key personnel are in good standing with the Florida Board of Accountancy. We can provide a copy of actual license, if requested.

Independence

McDimit Davis, LLC is independent of the District as defined by auditing standards contained in *Government Auditing Standards*.



Governmental Audit Quality Center

McDermitt Davis, LLC is a member of the AICPA's Governmental Audit Quality Center which is dedicated to establishing the highest standards of audit quality in the governmental accounting and audit sector.

External Quality Control Review

Our Firm understands the importance of developing a formal quality control program, and therefore have been a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants **since 1985**. Member firms are required to adhere to quality control standards established by the AICPA Quality Control Standards Committee and to submit to peer reviews of the firm's accounting and audit practice. Peer reviews are intensive reviews of a firm's quality control system by an independent CPA firm. Our Firm has had seven peer reviews performed by the American Institute of Certified Public Accountants. Each peer review has included a review of a local governmental entity.

On our most recent peer review performed in 2023, we received a peer review rating of "pass", which is the highest rating that a firm can receive under the revised peer review standards. We have **never** been subject to any litigation or disciplinary actions by a client, the State or any professional organization for substandard field work. A copy of our Firm's most recent peer review report follows this section. These peer reviews included a review of at least two governmental engagements, and it should be noted that there were no findings as a result of this review. We have never withdrawn from an engagement prior to the agreed expiration date.

Size and Organization

McDermitt Davis LLC has 28 employees, the total number of governmental audit staff is 8; the professional staff of our Firm has been conducting governmental audits in the Central Florida area for the past thirty years. We are experienced auditors in a variety of industries and offer experience in auditing federal grants under the Single Audit Act and performing compliance audits of state grants.

Our experience in governmental auditing has led to the development of efficient procedures that provide various client benefits. Our services provide our clients with a wide range of knowledge, confidence, and helpful management advice.

Memberships



American Institute
of Certified Public
Accountants



Florida Institute of
Certified Public
Accountants



Florida Government
Finance Officers
Association



Government Audit
Quality Center



Below is a listing of the type of other services that we have provided to governmental clients:

1. Assistance in preparation of Comprehensive Annual Financial Reports for recognition by the Government Finance Officers Certificate of Achievement Program.
2. Issuance of Comfort Letters and Consent Letters in conjunction with the issuance of tax-exempt bonds.
3. Assistance on early implementation of new GASB Statements.
4. Assistance in compiling historical financial data for first-time submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting.
5. Detailed internal control studies and evaluations of accounting systems.

Engagement Team

The following table lists the names of Firm accounting personnel assigned to the audit:

<u>Name</u>	<u>Audit Role</u>
Tamara Campbell, CPA	Engagement Partner
Carlos Vidal, CPA	Engagement Manager
Anthony Zelaya	Engagement Senior

All of the above people have considerable experience on governmental audit engagements. All supervisory personnel assigned to the audit, are Certified Public Accountants. The engagement partner and audit senior will be assigned to audit on a full-time basis. In addition to the partner and managers, McDimit Davis will utilize various audit senior and staff members for audit fieldwork.

Continuing Education

McDimit Davis, LLC is committed to the personal and professional growth of its staff. Our Firm requires an annual minimum of 40 hours of continuing professional education for each staff member.

Our governmental audit staff complies with the continuing education requirements of the State of Florida, the Governmental Accountability Office (GAO), and *Governmental Auditing Standards (Yellow Book)*. Therefore at least 24 hours during a 2-year period must be in subjects directly related to the government environment and to governmental auditing. Our governmental audit staff always exceed this requirement since they attend each year the Florida Governmental Financial Officer's Association Annual Conference which provides 22 hours of training in governmental accounting and auditing.

As a result of our governmental experience, our staff has taught classes or lectured on various topics. We offer "in-house" education courses for our staff, which at times, our clients have attended. In addition, we are available to teach seminars for the benefit of the District's accounting staff.



Information Technology

Our Firm has one dedicated Information Technology specialist who has several years' experience in setting up and administering computer systems and networks of all sizes. In addition, all governmental audit personnel are experienced with various governmental software programs. We utilize automated, paperless auditing software which stores all trial balances and audit workpapers electronically. We also use Data Analysis Software, which enables us to make random, and targeted sample selections.

We also have several methods for the District to transmit audit information securely. A client portal option, a secure email upload system, and a tailored engagement organizer system.

Records Retention

Our Firm maintains records in accordance with local, state, and Federal Public Records Retention Requirements.

Federal or State Reviews

Any Federal or State desk review has resulted in no findings, and we have never undergone a Federal or State field audit.

Peer Review Letter



PRIDA, GUIDA & PEREZ, P.A.
CERTIFIED PUBLIC ACCOUNTANTS
2504 W. KATHLEEN STREET
TAMPA, FLORIDA 33607
TELEPHONE: (813) 226-6091
FAX: (813) 229-7754

Report on the Firm's System of Quality Control

December 7, 2023

To the partners of McDirmit Davis, LLC
And the Peer Review Committee of the
Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC (the firm) in effect for the year ended June 30, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* including a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

MEMBER AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER FLORIDA INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC in effect for the year ended June 30, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. McDirmit Davis, LLC has received a peer review rating of *pass*.



Prida Guida & Perez, P.A.

PRIDA, GUIDA & PEREZ, P.A.

Audit Personnel Experience



Tammy Campbell, CPA
Partner

Education, Certifications, and Licenses

- B.S. Degree in Accounting, University of Central Florida
- Masters in Taxation, University of Central Florida
- CPA, Certified Public Accountant - Florida

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)
- Reviewer for GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program
- Chair of the Orange County School Board Audit Advisory Committee

Continuing Professional Education

Tammy has completed over 120 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past three years and meets the requirements of *Governmental Auditing Standards (the "Yellow Book")*. CPE included classes on Single Audits, the *Yellow Book*, and changes in governmental accounting principles, such as GASBS 87 on leases.

Experience

- Tammy has 20 years of governmental accounting and auditing experience, including municipalities and special districts.
- Her experience has included planning, fieldwork, and preparation of comprehensive annual financial reports for several governmental audit engagements.
- Tammy has worked with all municipalities in the ACFR preparation process, including assisting most cities with obtaining the GFOA Certificate of Achievement.

Governmental Audit Experience (Past 5 years)

- | | |
|---|--|
| <ul style="list-style-type: none"> • Over 50 Community Development Districts • City of Belle Isle • City of Clermont • City of Fruitland Park • City of Inverness • City of Lake Helen • City of Lake Mary • City of Longwood • City of Mascotte | <ul style="list-style-type: none"> • City of Minneola • City of Orange City • City of Tavares • City of Umatilla • Town of Montverde • Town of Palm Shores • Town of Windermere • Homosassa Special Water District • Sun 'n Lake Improvement District |
|---|--|



Carlos Vidal, CPA

Audit Manager

Education, Certifications, and Licenses

- Bachelor of Science in Accounting, University of Central Florida
- Bachelor of Science in Finance, University of Central Florida
- Master of Science in Accounting, University of Central Florida
- CPA, Certified Public Accountant - Florida

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)
- Affordable Housing Association of Certified Public Accountants (AHACPA)

Continuing Professional Education

Carlos has completed over 120 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past three years and meets the requirements of *Governmental Auditing Standards*.

Experience

- Carlos has 8 years of governmental accounting and auditing experience.
- He has significant experience in the audits of governmental and not-for-profit entities, and HUD property entities.

Governmental Audit Experience (Past 5 years)

- **Various Community Development Districts**
- City of Belle Isle
- City of Inverness
- City of Lake Helen
- City of Longwood
- City of Minneola
- City of Orange City
- City of Tavares
- City of Umatilla
- Town of Windermere



Anthony Zelaya

Audit Senior

Education, Certifications, and Licenses

- Bachelor of Science in Accounting, University of Central Florida
- Associate of Arts in General Studies, Valencia College
- Associate of Science in Restaurant Management, Valencia College

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)

Continuing Professional Education

Anthony has completed over 40 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past two years and meets the requirements of *Governmental Auditing Standards*.

Experience

- Anthony has 4 years of governmental accounting and auditing experience.
- He has significant experience in the audits of governmental and not-for-profit entities.
- Anthony is one of the Firm's single audit specialists and is knowledgeable on various compliance requirements.
- Anthony has worked with all municipalities in the ACFR preparation process, including assisting most cities with obtaining the GFOA Certificate of Achievement.

Governmental Audit Experience (Past 5 years)

- **Various Community Development Districts**
- City of Belle Isle
- City of Clermont
- City of Fruitland Park
- City of Inverness
- City of Lake Helen
- City of Lake Mary
- City of Longwood
- City of Mascotte
- City of Minneola
- City of Orange City
- City of Tavares
- City of Umatilla
- Town of Montverde
- Town of Palm Shores
- Homosassa Special Water District



References of Governmental Accounting Experience

<u>Principal Client Contact</u>	<u>Scope of Work</u>	<u>Years</u>
<i>Sun 'n Lake of Sebring Improvement District</i>		
<p><i>Ms. Coral Benka, Finance Director</i></p> <p>5306 Sun'n Lake Blvd. Sebring, FL 33872 cbenka@snldistrict.org</p>	<ul style="list-style-type: none"> Annual Financial & Compliance Audit and preparation of Financials 	2011 to Present
<i>Trevesta Community Development District</i>		
<p><i>Ms. Venessa Smith</i> <i>Rizzetta and Company</i> <i>Senior Accountant</i></p> <p>3434 Colwell Ave. Suite 200 Tampa, Florida 33614 vsmith@rizzetta.com</p>	<ul style="list-style-type: none"> Annual Financial & Compliance Audit and preparation of Financials 	2021 to Present
<i>Meadow Pointe II Community Development District</i>		
<p><i>Ms. Helena Schneider</i> <i>Inframark</i> <i>Accounting Supervisor</i></p> <p>2005 Pan Am Circle Suite 300 Tampa, Florida 33607 helena.schneider@inframark.com</p>	<ul style="list-style-type: none"> Annual Financial & Compliance Audit and preparation of Financials 	2012 to Present
<i>Toscana Isles Community Development District</i>		
<p><i>Mr. Jeffrey Pinder</i> <i>Wrathell Hunt and Associates</i> <i>Controller</i></p> <p>2300 Glades Road Suite 410W Boca Raton, Florida 33431 pinderj@whhassociates.com</p>	<ul style="list-style-type: none"> Annual Financial & Compliance Audit and preparation of Financials 	2015 to Present
<i>Homosassa Special Water District</i>		
<p><i>Ms. Jenn Roberts, Manager</i></p> <p>7922 W. Grover Cleveland Blvd. Homosassa, FL 34448 jroberts@homosassawater.com</p>	<ul style="list-style-type: none"> Annual Financial & Compliance Audit and preparation of Financials 	2007 to Present



List of 2021-2023 Community Development District Audits:

Community Development District	County
Beach Road Golf Estates Community Development District	Lee
Beacon Lakes Community Development District	Miami-Dade
Belmont Community Development District	Hillsborough
Bexley Community Development District	Pasco
Celebration Community Development District	Osceola
Chapel Crossings Community Development District	Pasco
Concorde Station Community Development District	Pasco
Concorde Estates Community Development District	Osceola
Dovera Community Development District	Seminole
Enterprise Community Development District	Osceola
Fiddler's Creek Community Development District #1	Collier
Heritage Isle at Viera Community Development District	Brevard
Hidden Creek North Community Development District	Hillsborough
Hills of Minneola Community Development District	Lake
Holly Hill Road East Community Development District	Polk
Long Lake Reserve Community Development District	Pasco
Meadow Pointe II Community Development District	Pasco
Mediterra Community Development District	Collier
Mirabella Community Development District	Hillsborough
Osceola Village Center Community Development District	Osceola
Panther Trails Community Development District	Hillsborough
Scenic Highway Community Development District	Polk
Southaven Community Development District	St. Johns
Southern Hills Plantation II Community Development District	Hernando
Spring Ridge Community Development District	Hernando
Summer Woods Community Development District	Manatee
Summerstone Community Development District	Pasco
Suncoast Community Development District	Pasco
Sweetwater Creek Community Development District	St. Johns
The Crossings at Fleming Island Community Development District	Clay
The Woodlands Community Development District	North Port
Toscana Isles Community Development District	Sarasota
Town of Kindred Community Development District	Osceola
Towne Park Community Development District	Polk
Trevesta Community Development District	Manatee
Trout Creek Community Development District	St. Johns
University Square Community Development District	Lee
University Village Community Development District	Lee
Valencia Water Control District	Orange
Watergrass II Community Development District	Pasco
Westridge Community Development District	Polk
Westside Haines City Community Development District	Polk
Willow Walk Community Development District	Manatee

Service Approach

Service Approach

Our audit will be segmented as follows:

- Phase 1: Audit Planning
- Phase 2: Evaluation and Testing of Internal Controls
- Phase 3: Substantive Testing
- Phase 4: Reporting

Phase 1: Audit Planning

Preliminary planning includes deciding on an overall strategy for the audit, obtaining an understanding of the entity and its environment, including its internal control, making an initial assessment of audit risk and materiality, and deciding on the overall timing of the engagement. We will also begin to assemble our "permanent file," which consists of copies of organizational charts, District manuals, documents, and financial and other management systems.



We will meet with staff of the District to obtain an understanding of the flow of transactions through your accounting system. This includes understanding your computer environment in order to comply with the requirements of AU-C 300, *Planning an Audit*. We will also gather information to identify fraud risks as required by AU-C 240 *Consideration of Fraud in a Financial Statement Audit*.

We will also perform preliminary analytical procedures and compare trends for the current and at least the two previous years for unusual fluctuations. This will include review of both budget and actual amounts.

During this planning phase, we will ask management and staff at the District to identify areas of higher risk as well as other areas that they want us to focus on during our audit. We will also provide the District with a list of all schedules to be prepared by the District.

Phase 2: Evaluation and Testing of Internal Controls and Compliance

During Phase 2, we will evaluate your control policies and procedures to determine if they are functioning properly in significant transaction classes. To gain an understanding of the procedures in place, and current internal control structure, we typically conduct interviews with staff and management involved in the specific transaction class to be tested. We then perform tests of these controls to determine with reasonable assurance that control procedures are functioning as planned and whether further testing will be needed.

As part of our tests of controls, we will include tests of compliance with applicable ordinances, and state and federal laws and regulations. In order to determine which ordinances, laws and regulations to test for compliance, we start by reviewing the FICPA Practice Aid *Compliance Auditing in Florida*. We then evaluate which ordinances, laws and regulations have a direct and material effect on the determination of financial statement amounts. Sample sizes are determined based upon our assessment of control risk and may be judgmental, random, or stratified, depending on the attributes of the population being tested. We will select samples from the significant transaction classes and trace from original documents through the computer system to the general ledger through the use of Data Analysis Software.

Service Approach - Continued

Phase 2: Evaluation and Testing of Internal Controls and Compliance - Continued

Our control testing includes obtaining an understanding of the computer software used by the District, and tracing sample selections through the system to determine the desired outcomes are being achieved. Our testing of Information Technology includes inquiries of appropriate personnel regarding data backups and access to District files.

After controls have been documented, evaluated and tested, we will finalize the District's audit plan. Audit programs will be tailored to fit the specifics of the District's accounting systems.

Phase 3: Substantive Testing

Our year-end fieldwork will focus on verifying balances in accounts. For example, we will confirm cash balances, as well as debt balances with financial institutions. In addition to obtaining audit confirmations, representation letters and attorney letters, we will perform tests on account balances using analytical procedures, recalculation and verification.

Our Firm uses ProSystem fx Engagement electronic audit software which may allow us to interface with your accounting system and reduce the time required to transfer your accounting data to a separate software package. We believe it is important to use analytical review procedures in this substantive phase of the audit. We compare analytical results to our expectation of what the results should be in order to determine if additional audit procedures are required. Typical analytical procedures include expense variances with previous years and budget amounts, revenue variances with previous years and budgeted amounts.

We will keep the District's management up to date on the progress of the audit and will discuss preliminary findings and potential problems or opportunities as we encounter them. Our approach to resolving problems encountered is to discuss with the District Manager to make sure our understanding is correct. Our process to produce a meaningful "management letter" is to review results of testing of internal controls, as well as year-end field work and draft recommendations for improvements to be discussed with management.

Phase 4: Reporting

The audit work is reviewed by the engagement partner throughout the engagement. Once the engagement partner review is complete, a second review of the financial statements is performed by the independent reviewer. This second review is required as part of McDermitt Davis's internal system of quality control and ensures the District receives the best service possible.

We will prepare a draft of the financial statements and then issue the following:

- Auditor's report on financial statements
- Report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
- Management Letter

We will provide technical assistance to the District to meet changes in required disclosures. Once reports have been reviewed by management and approved in final form, we will issue final reports and supply in electronic format.

Cost Proposal



Cost Proposal

We understand the requested services include audits of the District's financial statements for the year ended September 30, 2025, with the option of four additional annual renewals. The audit will be made in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

McDermitt Davis, LLC is duly licensed under Chapter 473, Florida Statutes and is qualified to conduct audits in the State of Florida and audits in accordance with *Government Auditing Standards*.

We believe in continuing client contact throughout the year, not just during the audit. We encourage on-going client contact by not charging any fee for phone calls.

Fees include all services, including but not limited to, meals and lodging, transportation, printing and binding, telephone, fax and copies. Out of pocket expense (if any) related to charges for confirmations will be in addition to the audit fee. Invoices will be submitted as work progresses on each phase of the audit.

<u>Year Ended</u>	<u>Audit Fee</u>
September 30, 2025	\$4,300
September 30, 2026	\$4,300
September 30, 2027	\$4,500
September 30, 2028	\$4,500
September 30, 2029	\$4,600

**BOARD OF SUPERVISORS
MEETING**

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, **April 8, 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	Chairman
Rob Bonin	Vice Chairman
Courtney Taylor	Assistant Secretary
Hansen Wong	Assistant Secretary
Nancy Henneberger	Assistant Secretary

Also, present were:

Tricia Adams	District Manager, GMS
Grace Rinaldi	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall	Field Services Manager, GMS

The following is a summary of the discussions and actions taken at the April 8, 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. Five Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted no members of the public were present. All of the attendees on Zoom are staff members.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 11, 2025 Board of Supervisors Meeting

Ms. Adams presented the minutes of the March 11, 2025 Board of Supervisors meeting. The minutes have been reviewed by District Counsel and the District Manager. She asked for any comments, corrections, or changes to the minutes. The Board had no changes.

On MOTION by Mr. Morgan, seconded by Mr. Wong, with all in favor, the Minutes of the March 11, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of License Agreement with Pool Skool, Inc., for Fiscal Years 2025 & 2026

Ms. Adams noted last month a license agreement renewal was approved with Pool Skool with the schedule for summer of 2026. This was a 2-year agreement. There was discussion about setting this as a flat fee so that agreement was set up in accordance with those terms and presented to the Chairman for signature. She asked for a motion to ratify the license agreement.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, the License Agreement with Pool Skool, Inc., for Fiscal Years 2025 & 2026, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-08 Authorizing Investment of Surplus Funds

Ms. Adams stated approval of this resolution allows for the District to invest surplus funds in accordance with Florida Statutes. She reviewed the four different options. Mr. Morgan suggested leaving the decision to staff. Ms. Adams noted they are probably looking at the money market option because the interest rate is on par with what the SBA is earning without any market volatility issues.

On MOTION by Mr. Morgan, seconded by Ms. Henneberger, with all in favor, Resolution 2025-08 Authorizing Investment of Surplus Funds, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-09
Redesignating Location of Local District
Records Office**

Ms. Adams stated this redesignates the records repository for Holly Hill Road East. It had previously been at an office location in Winter Haven. The address location is now the amenity center at Holly Hill Road East.

On MOTION by Mr. Morgan, seconded by Mr. Wong, with all in favor, Resolution 2025-09 Redesignating Location of Local District Records Office, was approved.

SEVENTH ORDER OF BUSINESS

**Appointment of Audit Committee and
Chairman**

Ms. Adams stated Florida CDDs are required to undergo an annual independent audit of all of the District's financial records. She recommended the Board appoint the Board of Supervisors as the audit committee.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, the Appointment of the Board of Supervisors as the Audit Committee, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rinaldi noted the Florida legislative session commenced last month and runs through the beginning of May. There is a bill that seeks to repeal the goals & objectives and a bill looking to increase the limits on sovereign immunity. She will keep the Board updated.

B. Engineer

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

C. Field Manager's Report

Mr. Tindall reviewed the Field Managers Report on page 23 of the agenda package. He presented a quote from Prince for \$950 for seed and hay to stake off an area that is flat and tends to wash into the dry pond along the playground. It is a high traffic area and stable but getting really thin.

On MOTION by Mr. Morgan, seconded by Ms. Henneberger, with all in favor, the Prince Quote for \$950, was approved.

Mr. Tindall reviewed a quote from Prince to extend the sod to adjust the grade at Citrus Reserve entrance for \$640.

On MOTION by Mr. Morgan, seconded by Mr. Taylor, with all in favor, the Prince Quote for \$640, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register from March 1st through March 31st totaling \$37,985.58. Immediately following is a detailed run summary.

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

ii. Balance Sheet & Income Statement

Ms. Adams stated the unaudited financials start on page 35 of the agenda package. These are provided for informational purposes only.

iii. Review of Towing Enforcement Report

Ms. Adams noted when they amended and restated the parking rules, it required they amend and restate the Towing Service Agreement with S&S. There was discussion about the effectiveness of S&S Towing. S&S Towing provided a detailed list of enforcement activities at Holly Hill Road East for this calendar year on page 52 of the agenda package.

Ms. Adams spoke about information received regarding traffic enforcement services and reached out to the police chief in order to ensure all of the District's signage is in compliance with what the local police department needs in order to enforce traffic laws.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

Mr. Wong spoke about emails received from a Swim Kids individual wanting more information. Ms. Adams noted Swim Kids have made extensive public records requests over the past several weeks. District Counsel is assisting and reviewing all of the communication that goes back and forth.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION A

RESOLUTION 2025-10

THE ANNUAL APPROPRIATION RESOLUTION OF THE HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2025, submitted to the Board of Supervisors (“**Board**”) of the Holly Hill Road East Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Holly Hill Road East Community Development District for the Fiscal Year Ending September 30, 2026.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2026, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND – SERIES 2017	\$ _____
DEBT SERVICE FUND – SERIES 2018	\$ _____
DEBT SERVICE FUND – SERIES 2020 A3	\$ _____
DEBT SERVICE FUND – SERIES 2020 A4	\$ _____
CAPITAL PROJECTS FUND	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2026 or within sixty (60) days following the end of the Fiscal Year 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 10th DAY OF JUNE 2025.

ATTEST:

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026

Holly Hill Road East
Community Development District

Proposed Budget
FY2026



Table of Contents

1-2	<u>General Fund</u>
3-7	<u>General Fund Narrative</u>
8	<u>Series 2017 Debt Service Fund</u>
9	<u>Series 2017 Amortization</u>
10	<u>Series 2018 Debt Service Fund</u>
11	<u>Series 2018 Amortization</u>
12	<u>Series 2020 A3 Debt Service Fund</u>
13	<u>Series 2020 A3 Amortization</u>
14	<u>Series 2020 A4 Debt Service Fund</u>
15	<u>Series 2020 A4 Amortization</u>
16	<u>Capital Reserve Fund</u>

Holly Hill Road East
Community Development District
Proposed Budget
General Fund

	Adopted Budget FY 2025	Actual Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments - Tax Roll	\$ 565,628	\$ 562,427	\$ 3,201	\$ 565,628	\$ 565,628
Inter-Governmental Revenue	\$ 92,509	\$ -	\$ 92,509	\$ 92,509	\$ 78,374
Other Income	\$ -	\$ 150	\$ -	\$ 150	\$ -
Carry Forward Surplus	\$ 74,943	\$ 257,349	\$ -	\$ 257,349	\$ 65,145
Total Revenues	\$ 733,080	\$ 819,926	\$ 95,710	\$ 915,636	\$ 709,148
Expenditures					
<i>Administrative:</i>					
Supervisor Fees	\$ 12,000	\$ 4,800	\$ 5,000	\$ 9,800	\$ 12,000
FICA Expenses	\$ -	\$ 275	\$ 383	\$ 658	\$ -
Engineering Fees	\$ 10,000	\$ 1,360	\$ 4,167	\$ 5,527	\$ 10,000
Legal Services	\$ 25,000	\$ 22,226	\$ 25,000	\$ 47,226	\$ 25,000
Arbitrage	\$ 1,800	\$ 900	\$ 900	\$ 1,800	\$ 1,800
Dissemination	\$ 7,200	\$ 4,200	\$ 3,000	\$ 7,200	\$ 7,416
Assessment Administration	\$ 5,565	\$ 5,565	\$ -	\$ 5,565	\$ 5,732
Annual Audit	\$ 4,100	\$ -	\$ 4,100	\$ 4,100	\$ 4,100
Trustee Fees	\$ 15,839	\$ 14,829	\$ -	\$ 14,829	\$ 15,839
Management Fees	\$ 45,000	\$ 26,250	\$ 18,750	\$ 45,000	\$ 46,350
Information Technology	\$ 1,890	\$ 1,103	\$ 788	\$ 1,890	\$ 1,947
Website Maintenance	\$ 1,260	\$ 735	\$ 525	\$ 1,260	\$ 1,298
Telephone	\$ 100	\$ -	\$ 42	\$ 42	\$ 100
Postage & Delivery	\$ 750	\$ 594	\$ 313	\$ 906	\$ 850
Copies	\$ 1,000	\$ 83	\$ 100	\$ 183	\$ 1,000
Office Supplies	\$ 200	\$ 2	\$ 83	\$ 85	\$ 200
Insurance	\$ 7,127	\$ 6,631	\$ -	\$ 6,631	\$ 8,196
Legal Advertising	\$ 2,500	\$ 1,542	\$ 1,042	\$ 2,584	\$ 2,500
Contingency	\$ 1,200	\$ 758	\$ 500	\$ 1,258	\$ 1,300
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 142,706	\$ 92,028	\$ 64,691	\$ 156,719	\$ 145,803
<i>Operations & Maintenance</i>					
Field Expenditures					
Field Management	\$ 20,000	\$ 11,667	\$ 8,333	\$ 20,000	\$ 20,600
Electric	\$ 10,000	\$ 4,873	\$ 3,900	\$ 8,773	\$ 10,000
Streetlighting	\$ 46,200	\$ 22,451	\$ 19,250	\$ 41,701	\$ 49,248
Property Insurance	\$ 9,327	\$ 5,773	\$ -	\$ 5,773	\$ 10,726
Landscape Maintenance	\$ 142,593	\$ 77,579	\$ 55,415	\$ 132,994	\$ 166,871
Landscape Contingency	\$ 22,000	\$ 14,790	\$ 9,167	\$ 23,957	\$ 6,000
Irrigation Repairs	\$ 7,500	\$ 1,958	\$ 1,500	\$ 3,458	\$ 7,500
Sidewalk Repairs & Maintenance	\$ 5,000	\$ -	\$ 2,083	\$ 2,083	\$ 5,000
General Repairs & Maintenance	\$ 17,500	\$ 49,686	\$ 7,292	\$ 56,978	\$ 17,500
Contingency	\$ 10,000	\$ 3,599	\$ 4,167	\$ 7,765	\$ 10,000
Subtotal Field Expenditures	\$ 290,120	\$ 192,375	\$ 111,107	\$ 303,482	\$ 303,445

Holly Hill Road East
Community Development District
Proposed Budget
General Fund

	Adopted Budget FY 2025	Actual Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Amenity Expenditures					
Property Insurance	\$ 17,864	\$ 14,134	\$ -	\$ 14,134	\$ 20,543
Amenity Landscaping	\$ 18,588	\$ 10,843	\$ 7,745	\$ 18,588	\$ 24,096
Amenity Landscape Contingency	\$ 13,000	\$ -	\$ 5,417	\$ 5,417	\$ 8,000
Electric	\$ 23,760	\$ 11,278	\$ 9,900	\$ 21,178	\$ 23,760
Water	\$ 680	\$ 369	\$ 283	\$ 652	\$ 748
Internet	\$ 2,376	\$ 1,260	\$ 990	\$ 2,250	\$ 2,376
Janitorial Services	\$ 16,900	\$ 8,907	\$ 7,042	\$ 15,948	\$ 17,085
Pest Control	\$ 840	\$ 503	\$ 350	\$ 853	\$ 1,020
Amenity Access Management	\$ 6,300	\$ 3,675	\$ 2,625	\$ 6,300	\$ 7,000
Security Services	\$ 33,886	\$ 12,830	\$ 14,119	\$ 26,949	\$ 34,903
Amenity Repairs & Maintenance	\$ 19,800	\$ 2,525	\$ 17,275	\$ 19,800	\$ 19,800
Pool Maintenance	\$ 23,700	\$ 14,275	\$ 9,875	\$ 24,150	\$ 24,408
Pool Furniture Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Playground Lease	\$ 52,129	\$ 9,635	\$ 6,880	\$ 16,515	\$ 4,131
Contingency	\$ 12,031	\$ 11,841	\$ 6,000	\$ 17,841	\$ 12,031
Subtotal Amenity Expenditures	\$ 241,854	\$ 102,074	\$ 88,501	\$ 190,574	\$ 204,901
Total Operations & Maintenance	\$ 531,974	\$ 294,449	\$ 199,608	\$ 494,056	\$ 508,346
Other Expenditures					
Transfer Out - Capital Reserve	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Total Other Expenditures	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Total Expenditures	\$ 733,080	\$ 386,477	\$ 322,698	\$ 709,175	\$ 709,148
Excess Revenues/(Expenditures)	\$ -	\$ 433,449	\$ (226,989)	\$ 206,461	\$ -

Product Type	ERU/Unit	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 1	1.00	204	\$183,739.16	\$900.68	\$ 968
Phase 2	1.00	100	\$90,068.21	\$900.68	\$ 968
Phase 3	1.00	182	\$163,924.15	\$900.68	\$ 968
Phase 4	1.00	142	\$127,896.87	\$900.68	\$ 968
		628	\$565,628.39		

Holly Hill Road East

Community Development District

General Fund Budget

Revenues:

Assessments

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for operating expenditures during the fiscal year.

Inter-Governmental Revenue

The District has entered into an Interlocal Agreement with North Boulevard CDD for the use of its amenities. North Boulevard CDD funds a portion of the District's amenity expenses are part of the agreement set in place.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

Engineering

The District's engineer, Dewberry Engineers, Inc., provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Legal Services

The District's legal counsel, Kilinski | Van Wyk, PLLC, provides general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Arbitrage

The District is contracted with AMTEC, an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2017, Series 2018, Series 2020A3 and Series 2020A4 bonds.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon the Series 2017, Series 2018, Series 2020A3 and Series 2020A4 bonds. Governmental Management Services – Central Florida, LLC completes these reporting requirements.

Assessment Administration

The District is contracted with Governmental Management Services – Central Florida, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Holly Hill Road East

Community Development District

General Fund Budget

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District is currently contracted with McDirmit Davis for these services.

Trustee Fees

The District will incur trustee related costs with the issuance of its' issued bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, arranges annual audits, etc.

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these systems.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services – Central Florida, LLC provides these services.

Telephone

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board materials, overnight deliveries, correspondence, etc.

Copies

Printing materials for board meetings, printing of computerized checks, stationary, envelopes, etc.

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Insurance

The District's general liability and public official's liability insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Holly Hill Road East Community Development District General Fund Budget

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Contingency

Bank charges and any other miscellaneous expenses incurred during the year.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

Operations & Maintenance:

Field Expenditures

Field Management

The District is contracted with Governmental Management Services-Central Florida, LLC for onsite field management of contracts for the District such as landscape and lake maintenance. Services include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Electric

Represents current and estimated electric charges of common areas throughout the District.

Streetlighting

Represents the cost to maintain street lights currently in place within the District Boundaries.

Property Insurance

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Landscape Maintenance

Represents the estimated maintenance of the landscaping within the common areas of the District. Services include mowing, edging, trimming, pruning, weeding, irrigation inspections, fertilization and pest control applications. The District has contracted with Prince & Sons, Inc. to provide these services.

Landscape Contingency

Represents the estimated cost of replacing landscaping within the common areas of the District.

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

Holly Hill Road East Community Development District General Fund Budget

Sidewalk Repairs & Maintenance

Represents the estimated costs of maintaining the sidewalks and asphalt throughout the District's Boundary.

General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas. These can include pressure washing, and repairs to fences, monuments, lighting and other assets.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

Amenity Expenditures

Property Insurance

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. This cost pertains to coverage for the amenity facility.

Amenity Landscaping

Represents landscape maintenance services at the District's amenity facility. Services include mowing, edging, trimming, pruning, weeding, irrigation inspections, fertilization and pest control applications. The District has contracted with Prince & Sons, Inc. to provide these services.

Amenity Landscape Contingency

Represents the estimated cost of replacing landscaping surrounding the amenity facility.

Amenity - Electric

Represents estimated electric charges for the District's amenity facility.

Amenity - Water

Represents estimated water charges for the District's amenity facility.

Internet

Represents internet services in place at the amenity facility. This service is provided by Spectrum Business.

Janitorial Services

Represents the costs to provide janitorial services for the District's amenity facilities. These services are provided by Clean Star Services of Central Florida, LLC.

Holly Hill Road East Community Development District General Fund Budget

Pest Control

The District is contracted with Orkin for pest control treatments to its amenity facility.

Amenity Access Management

Represents the cost of managing and monitoring access to the District's amenity facilities. Governmental Management Services – Central Florida, LLC provides these systems.

Security Services

Represents the estimated cost of monthly security services for the District's amenity facilities as well as maintaining security systems in place. Services are provided by Securitas Security Services.

Amenity Repairs & Maintenance

Represents estimated costs for repairs and maintenance of the District's amenity facilities and equipment.

Pool Maintenance

Resort Pool Services has been contracted to provide regular cleaning and treatments of the District's pool.

Pool Furniture Repair & Maintenance

Represents estimated costs for repairs and maintenance of the District's pool furniture.

Playground Lease

The District has entered into a leasing agreement with Navitas, Inc. for playgrounds installed in the community.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any amenity category.

Other Expenses:

Transfer Out – Capital Reserves

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

Holly Hill Road East
Community Development District
Proposed Budget
Series 2017 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 229,722	\$ 228,421	\$ 1,301	\$ 229,722	\$ 229,722
Interest	\$ 6,501	\$ 6,799	\$ 2,833	\$ 9,632	\$ 4,816
Carry Forward Surplus	\$ 157,351	\$ 159,651	\$ -	\$ 159,651	\$ 171,973
Total Revenues	\$ 393,574	\$ 394,871	\$ 4,134	\$ 399,005	\$ 406,511
Expenditures					
Interest - 11/1	\$ 76,016	\$ 76,016	\$ -	\$ 76,016	\$ 74,479
Principal - 5/1	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ 80,000
Interest - 5/1	\$ 76,016	\$ -	\$ 76,016	\$ 76,016	\$ 74,479
Total Expenditures	\$ 227,033	\$ 76,016	\$ 151,016	\$ 227,033	\$ 228,958
Excess Revenues/(Expenditures)	\$ 166,542	\$ 318,855	\$ (146,882)	\$ 171,973	\$ 177,554

Interest - 11/1/26 \$72,839

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 1	1.00	204	204	\$229,722.46	\$1,126.09	\$1,210.85
		204	204	\$229,722.46		

**Holly Hill Road East
Community Development District
Series 2017 Special Assessment Bonds
Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/25	\$ 3,105,000.00	\$ -	\$ 74,478.75	\$ 225,495.00
05/01/26	\$ 3,105,000.00	\$ 80,000.00	\$ 74,478.75	
11/01/26	\$ 3,025,000.00	\$ -	\$ 72,838.75	\$ 227,317.50
05/01/27	\$ 3,025,000.00	\$ 80,000.00	\$ 72,838.75	
11/01/27	\$ 2,945,000.00	\$ -	\$ 71,198.75	\$ 224,037.50
05/01/28	\$ 2,945,000.00	\$ 85,000.00	\$ 71,198.75	
11/01/28	\$ 2,860,000.00	\$ -	\$ 69,456.25	\$ 225,655.00
05/01/29	\$ 2,860,000.00	\$ 90,000.00	\$ 69,456.25	
11/01/29	\$ 2,770,000.00	\$ -	\$ 67,375.00	\$ 226,831.25
05/01/30	\$ 2,770,000.00	\$ 95,000.00	\$ 67,375.00	
11/01/30	\$ 2,675,000.00	\$ -	\$ 65,178.13	\$ 227,553.13
05/01/31	\$ 2,675,000.00	\$ 95,000.00	\$ 65,178.13	
11/01/31	\$ 2,580,000.00	\$ -	\$ 62,981.25	\$ 223,159.38
05/01/32	\$ 2,580,000.00	\$ 100,000.00	\$ 62,981.25	
11/01/32	\$ 2,480,000.00	\$ -	\$ 60,668.75	\$ 223,650.00
05/01/33	\$ 2,480,000.00	\$ 105,000.00	\$ 60,668.75	
11/01/33	\$ 2,375,000.00	\$ -	\$ 58,240.63	\$ 223,909.38
05/01/34	\$ 2,375,000.00	\$ 110,000.00	\$ 58,240.63	
11/01/34	\$ 2,265,000.00	\$ -	\$ 55,696.88	\$ 223,937.50
05/01/35	\$ 2,265,000.00	\$ 115,000.00	\$ 55,696.88	
11/01/35	\$ 2,150,000.00	\$ -	\$ 53,037.50	\$ 223,734.38
05/01/36	\$ 2,150,000.00	\$ 120,000.00	\$ 53,037.50	
11/01/36	\$ 2,030,000.00	\$ -	\$ 50,262.50	\$ 223,300.00
05/01/37	\$ 2,030,000.00	\$ 125,000.00	\$ 50,262.50	
11/01/37	\$ 1,905,000.00	\$ -	\$ 47,371.88	\$ 222,634.38
05/01/38	\$ 1,905,000.00	\$ 135,000.00	\$ 47,371.88	
11/01/38	\$ 1,770,000.00	\$ -	\$ 44,250.00	\$ 226,621.88
05/01/39	\$ 1,770,000.00	\$ 140,000.00	\$ 44,250.00	
11/01/39	\$ 1,630,000.00	\$ -	\$ 40,750.00	\$ 225,000.00
05/01/40	\$ 1,630,000.00	\$ 145,000.00	\$ 40,750.00	
11/01/40	\$ 1,485,000.00	\$ -	\$ 37,125.00	\$ 222,875.00
05/01/41	\$ 1,485,000.00	\$ 155,000.00	\$ 37,125.00	
11/01/41	\$ 1,330,000.00	\$ -	\$ 33,250.00	\$ 225,375.00
05/01/42	\$ 1,330,000.00	\$ 160,000.00	\$ 33,250.00	
11/01/42	\$ 1,170,000.00	\$ -	\$ 29,250.00	\$ 222,500.00
05/01/43	\$ 1,170,000.00	\$ 170,000.00	\$ 29,250.00	
11/01/43	\$ 1,000,000.00	\$ -	\$ 25,000.00	\$ 224,250.00
05/01/44	\$ 1,000,000.00	\$ 180,000.00	\$ 25,000.00	
11/01/44	\$ 820,000.00	\$ -	\$ 20,500.00	\$ 225,500.00
05/01/45	\$ 820,000.00	\$ 190,000.00	\$ 20,500.00	
11/01/45	\$ 630,000.00	\$ -	\$ 15,750.00	\$ 226,250.00
05/01/46	\$ 630,000.00	\$ 200,000.00	\$ 15,750.00	
11/01/46	\$ 430,000.00	\$ -	\$ 10,750.00	\$ 226,500.00
05/01/47	\$ 430,000.00	\$ 210,000.00	\$ 10,750.00	
11/01/47	\$ 220,000.00	\$ -	\$ 5,500.00	\$ 226,250.00
05/01/48	\$ 220,000.00	\$ 220,000.00	\$ 5,500.00	\$ 225,500.00
	\$ 3,105,000.00	\$ 2,141,820.00	\$ 5,397,836.25	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2018 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 123,938	\$ 123,236	\$ 702	\$ 123,938	\$ 123,938
Interest	\$ 3,489	\$ 3,636	\$ 1,515	\$ 5,151	\$ 1,515
Carry Forward Surplus	\$ 84,472	\$ 85,720	\$ -	\$ 85,720	\$ 94,371
Total Revenues	\$ 211,899	\$ 212,592	\$ 2,217	\$ 214,809	\$ 219,825
Expenditures					
Interest - 11/1	\$ 42,719	\$ 42,719	\$ -	\$ 42,719	\$ 41,844
Principal - 5/1	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ 40,000
Interest - 5/1	\$ 42,719	\$ -	\$ 42,719	\$ 42,719	\$ 41,844
Total Expenditures	\$ 120,438	\$ 42,719	\$ 77,719	\$ 120,438	\$ 123,688
Excess Revenues/(Expenditures)	\$ 91,462	\$ 169,873	\$ (75,502)	\$ 94,371	\$ 96,137

Interest - 11/1/26 \$40,844

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 2	1.00	100	100	\$123,938.31	\$1,239.38	\$1,332.67
		100	100	\$123,938.31		

**Holly Hill Road East
Community Development District
Series 2018 Special Assessment Bonds
Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/25	\$ 1,620,000.00	\$ -	\$ 41,843.75	\$ 119,562.50
05/01/26	\$ 1,620,000.00	\$ 40,000.00	\$ 41,843.75	
11/01/26	\$ 1,580,000.00	\$ -	\$ 40,843.75	\$ 122,687.50
05/01/27	\$ 1,580,000.00	\$ 40,000.00	\$ 40,843.75	
11/01/27	\$ 1,540,000.00	\$ -	\$ 39,843.75	\$ 120,687.50
05/01/28	\$ 1,540,000.00	\$ 40,000.00	\$ 39,843.75	
11/01/28	\$ 1,500,000.00	\$ -	\$ 38,843.75	\$ 118,687.50
05/01/29	\$ 1,500,000.00	\$ 45,000.00	\$ 38,843.75	
11/01/29	\$ 1,455,000.00	\$ -	\$ 37,718.75	\$ 121,562.50
05/01/30	\$ 1,455,000.00	\$ 45,000.00	\$ 37,718.75	
11/01/30	\$ 1,410,000.00	\$ -	\$ 36,593.75	\$ 119,312.50
05/01/31	\$ 1,410,000.00	\$ 50,000.00	\$ 36,593.75	
11/01/31	\$ 1,360,000.00	\$ -	\$ 35,343.75	\$ 121,937.50
05/01/32	\$ 1,360,000.00	\$ 50,000.00	\$ 35,343.75	
11/01/32	\$ 1,310,000.00	\$ -	\$ 34,093.75	\$ 119,437.50
05/01/33	\$ 1,310,000.00	\$ 55,000.00	\$ 34,093.75	
11/01/33	\$ 1,255,000.00	\$ -	\$ 32,718.75	\$ 121,812.50
05/01/34	\$ 1,255,000.00	\$ 55,000.00	\$ 32,718.75	
11/01/34	\$ 1,200,000.00	\$ -	\$ 31,343.75	\$ 119,062.50
05/01/35	\$ 1,200,000.00	\$ 60,000.00	\$ 31,343.75	
11/01/35	\$ 1,140,000.00	\$ -	\$ 29,843.75	\$ 121,187.50
05/01/36	\$ 1,140,000.00	\$ 65,000.00	\$ 29,843.75	
11/01/36	\$ 1,075,000.00	\$ -	\$ 28,218.75	\$ 123,062.50
05/01/37	\$ 1,075,000.00	\$ 65,000.00	\$ 28,218.75	
11/01/37	\$ 1,010,000.00	\$ -	\$ 26,512.50	\$ 119,731.25
05/01/38	\$ 1,010,000.00	\$ 70,000.00	\$ 26,512.50	
11/01/38	\$ 940,000.00	\$ -	\$ 24,675.00	\$ 121,187.50
05/01/39	\$ 940,000.00	\$ 75,000.00	\$ 24,675.00	
11/01/39	\$ 865,000.00	\$ -	\$ 22,706.25	\$ 122,381.25
05/01/40	\$ 865,000.00	\$ 80,000.00	\$ 22,706.25	
11/01/40	\$ 785,000.00	\$ -	\$ 20,606.25	\$ 123,312.50
05/01/41	\$ 785,000.00	\$ 80,000.00	\$ 20,606.25	
11/01/41	\$ 705,000.00	\$ -	\$ 18,506.25	\$ 119,112.50
05/01/42	\$ 705,000.00	\$ 85,000.00	\$ 18,506.25	
11/01/42	\$ 620,000.00	\$ -	\$ 16,275.00	\$ 119,781.25
05/01/43	\$ 620,000.00	\$ 90,000.00	\$ 16,275.00	
11/01/43	\$ 530,000.00	\$ -	\$ 13,912.50	\$ 120,187.50
05/01/44	\$ 530,000.00	\$ 95,000.00	\$ 13,912.50	
11/01/44	\$ 435,000.00	\$ -	\$ 11,418.75	\$ 120,331.25
05/01/45	\$ 435,000.00	\$ 100,000.00	\$ 11,418.75	
11/01/45	\$ 335,000.00	\$ -	\$ 8,793.75	\$ 120,212.50
05/01/46	\$ 335,000.00	\$ 105,000.00	\$ 8,793.75	
11/01/46	\$ 230,000.00	\$ -	\$ 6,037.50	\$ 119,831.25
05/01/47	\$ 230,000.00	\$ 110,000.00	\$ 6,037.50	
11/01/47	\$ 120,000.00	\$ -	\$ 3,150.00	\$ 119,187.50
05/01/48	\$ 120,000.00	\$ 120,000.00	\$ 3,150.00	\$ 123,150.00
	\$ 1,620,000.00	\$ 1,199,687.50	\$ 2,897,406.25	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2020 A3 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 238,365	\$ 237,015	\$ 1,350	\$ 238,365	\$ 238,365
Interest	\$ 6,166	\$ 6,439	\$ 2,683	\$ 9,122	\$ 3,801
Carry Forward Surplus	\$ 184,378	\$ 186,653	\$ -	\$ 186,653	\$ 200,440
Total Revenues	\$ 428,910	\$ 430,107	\$ 4,033	\$ 434,140	\$ 442,606
Expenditures					
Interest - 11/1	\$ 85,000	\$ 85,000	\$ -	\$ 85,000	\$ 83,700
Principal - 11/1	\$ 65,000	\$ 65,000	\$ -	\$ 65,000	\$ 70,000
Interest - 5/1	\$ 83,700	\$ -	\$ 83,700	\$ 83,700	\$ 82,300
Total Expenditures	\$ 233,700	\$ 150,000	\$ 83,700	\$ 233,700	\$ 236,000
Excess Revenues/(Expenditures)	\$ 195,210	\$ 280,107	\$ (79,667)	\$ 200,440	\$ 206,606

Interest - 11/1/26	\$82,300
Principal - 11/1/26	\$70,000
Total	\$152,300

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 3	1.00	182	182	\$238,365.47	\$1,309.70	\$1,408.28
		182	182	\$238,365.47		

Holly Hill Road East
Community Development District
Series 2020 Special Assessment Bonds Area 3
Amortization Schedule

Date	Balance	Principal	Interest	Total
11/01/25	\$ 3,340,000.00	\$ 70,000.00	\$ 83,700.00	\$ 237,400.00
05/01/26	\$ 3,340,000.00	\$ -	\$ 82,300.00	
11/01/26	\$ 3,340,000.00	\$ 70,000.00	\$ 82,300.00	\$ 234,600.00
05/01/27	\$ 3,270,000.00	\$ -	\$ 80,725.00	
11/01/27	\$ 3,270,000.00	\$ 75,000.00	\$ 80,725.00	\$ 236,450.00
05/01/28	\$ 3,195,000.00	\$ -	\$ 79,037.50	
11/01/28	\$ 3,195,000.00	\$ 80,000.00	\$ 79,037.50	\$ 238,075.00
05/01/29	\$ 3,115,000.00	\$ -	\$ 77,237.50	
11/01/29	\$ 3,115,000.00	\$ 80,000.00	\$ 77,237.50	\$ 234,475.00
05/01/30	\$ 3,035,000.00	\$ -	\$ 75,437.50	
11/01/30	\$ 3,035,000.00	\$ 85,000.00	\$ 75,437.50	\$ 235,875.00
05/01/31	\$ 2,950,000.00	\$ -	\$ 73,525.00	
11/01/31	\$ 2,860,000.00	\$ 90,000.00	\$ 71,500.00	\$ 235,025.00
05/01/32	\$ 2,860,000.00	\$ -	\$ 71,500.00	
11/01/32	\$ 2,860,000.00	\$ 95,000.00	\$ 71,500.00	\$ 238,000.00
05/01/33	\$ 2,765,000.00	\$ -	\$ 69,125.00	
11/01/33	\$ 2,765,000.00	\$ 100,000.00	\$ 69,125.00	\$ 238,250.00
05/01/34	\$ 2,665,000.00	\$ -	\$ 66,625.00	
11/01/34	\$ 2,665,000.00	\$ 105,000.00	\$ 66,625.00	\$ 238,250.00
05/01/35	\$ 2,560,000.00	\$ -	\$ 64,000.00	
11/01/35	\$ 2,560,000.00	\$ 110,000.00	\$ 64,000.00	\$ 238,000.00
05/01/36	\$ 2,450,000.00	\$ -	\$ 61,250.00	
11/01/36	\$ 2,450,000.00	\$ 115,000.00	\$ 61,250.00	\$ 237,500.00
05/01/37	\$ 2,335,000.00	\$ -	\$ 58,375.00	
11/01/37	\$ 2,335,000.00	\$ 120,000.00	\$ 58,375.00	\$ 236,750.00
05/01/38	\$ 2,215,000.00	\$ -	\$ 55,375.00	
11/01/38	\$ 2,215,000.00	\$ 125,000.00	\$ 55,375.00	\$ 235,750.00
05/01/39	\$ 2,090,000.00	\$ -	\$ 52,250.00	
11/01/39	\$ 2,090,000.00	\$ 130,000.00	\$ 52,250.00	\$ 234,500.00
05/01/40	\$ 1,960,000.00	\$ -	\$ 49,000.00	
11/01/40	\$ 1,960,000.00	\$ 140,000.00	\$ 49,000.00	\$ 238,000.00
05/01/41	\$ 1,820,000.00	\$ -	\$ 45,500.00	
11/01/41	\$ 1,820,000.00	\$ 145,000.00	\$ 45,500.00	\$ 236,000.00
05/01/42	\$ 1,675,000.00	\$ -	\$ 41,875.00	
11/01/42	\$ 1,675,000.00	\$ 150,000.00	\$ 41,875.00	\$ 233,750.00
05/01/43	\$ 1,525,000.00	\$ -	\$ 38,125.00	
11/01/43	\$ 1,525,000.00	\$ 160,000.00	\$ 38,125.00	\$ 236,250.00
05/01/44	\$ 1,365,000.00	\$ -	\$ 34,125.00	
11/01/44	\$ 1,365,000.00	\$ 165,000.00	\$ 34,125.00	\$ 233,250.00
05/01/45	\$ 1,200,000.00	\$ -	\$ 30,000.00	
11/01/45	\$ 1,200,000.00	\$ 175,000.00	\$ 30,000.00	\$ 235,000.00
05/01/46	\$ 1,025,000.00	\$ -	\$ 25,625.00	
11/01/46	\$ 1,025,000.00	\$ 185,000.00	\$ 25,625.00	\$ 236,250.00
05/01/47	\$ 840,000.00	\$ -	\$ 21,000.00	
11/01/47	\$ 840,000.00	\$ 195,000.00	\$ 21,000.00	\$ 237,000.00
05/01/48	\$ 645,000.00	\$ -	\$ 16,125.00	
11/01/48	\$ 645,000.00	\$ 205,000.00	\$ 16,125.00	\$ 237,250.00
05/01/49	\$ 440,000.00	\$ -	\$ 11,000.00	
11/01/49	\$ 440,000.00	\$ 215,000.00	\$ 11,000.00	\$ 237,000.00
05/01/50	\$ 225,000.00	\$ -	\$ 5,625.00	
11/01/50	\$ 225,000.00	\$ 225,000.00	\$ 5,625.00	\$ 236,250.00
	\$ 3,410,000.00	\$ 2,651,200.00	\$ 6,144,900.00	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2020 A4 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 191,400	\$ 190,316	\$ 1,084	\$ 191,400	\$ 191,400
Interest	\$ 4,519	\$ 4,677	\$ 1,949	\$ 6,626	\$ 2,761
Carry Forward Surplus	\$ 88,897	\$ 90,740	\$ -	\$ 90,740	\$ 96,365
Total Revenues	\$ 284,816	\$ 285,733	\$ 3,033	\$ 288,765	\$ 290,526
Expenditures					
Interest - 11/1	\$ 61,200	\$ 61,200	\$ -	\$ 61,200	\$ 60,150
Principal - 5/1	\$ 70,000	\$ -	\$ 70,000	\$ 70,000	\$ 70,000
Interest - 5/1	\$ 61,200	\$ -	\$ 61,200	\$ 61,200	\$ 60,150
Total Expenditures	\$ 192,400	\$ 61,200	\$ 131,200	\$ 192,400	\$ 190,300
Excess Revenues/(Expenditures)	\$ 92,416	\$ 224,533	\$ (128,167)	\$ 96,365	\$ 100,226

Interest - 11/1/26 \$58,925

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 3	1.00	142	142	\$191,399.84	\$1,347.89	\$1,449.34
		142	142	\$191,399.84		

Holly Hill Road East
Community Development District
Series 2020 Special Assessment Bonds Area 4
Amortization Schedule

Date	Balance	Prinicipal	Interest	Total
11/01/25	\$ 3,065,000.00	\$ -	\$ 60,150.00	\$ 191,350.00
05/01/26	\$ 3,065,000.00	\$ 70,000.00	\$ 60,150.00	
11/01/26	\$ 2,995,000.00	\$ -	\$ 58,925.00	\$ 189,075.00
05/01/27	\$ 2,995,000.00	\$ 70,000.00	\$ 58,925.00	
11/01/27	\$ 2,925,000.00	\$ -	\$ 57,700.00	\$ 186,625.00
05/01/28	\$ 2,925,000.00	\$ 75,000.00	\$ 57,700.00	
11/01/28	\$ 2,850,000.00	\$ -	\$ 56,387.50	\$ 189,087.50
05/01/29	\$ 2,850,000.00	\$ 80,000.00	\$ 56,387.50	
11/01/29	\$ 2,770,000.00	\$ -	\$ 54,987.50	\$ 191,375.00
05/01/30	\$ 2,770,000.00	\$ 80,000.00	\$ 54,987.50	
11/01/30	\$ 2,690,000.00	\$ -	\$ 53,587.50	\$ 188,575.00
05/01/31	\$ 2,690,000.00	\$ 85,000.00	\$ 53,587.50	
11/01/31	\$ 2,605,000.00	\$ -	\$ 52,100.00	\$ 190,687.50
05/01/32	\$ 2,605,000.00	\$ 85,000.00	\$ 52,100.00	
11/01/32	\$ 2,520,000.00	\$ -	\$ 50,400.00	\$ 187,500.00
05/01/33	\$ 2,520,000.00	\$ 90,000.00	\$ 50,400.00	
11/01/33	\$ 2,430,000.00	\$ -	\$ 48,600.00	\$ 189,000.00
05/01/34	\$ 2,430,000.00	\$ 95,000.00	\$ 48,600.00	
11/01/34	\$ 2,335,000.00	\$ -	\$ 46,700.00	\$ 190,300.00
05/01/35	\$ 2,335,000.00	\$ 100,000.00	\$ 46,700.00	
11/01/35	\$ 2,235,000.00	\$ -	\$ 44,700.00	\$ 191,400.00
05/01/36	\$ 2,235,000.00	\$ 100,000.00	\$ 44,700.00	
11/01/36	\$ 2,135,000.00	\$ -	\$ 42,700.00	\$ 187,400.00
05/01/37	\$ 2,135,000.00	\$ 105,000.00	\$ 42,700.00	
11/01/37	\$ 2,030,000.00	\$ -	\$ 40,600.00	\$ 188,300.00
05/01/38	\$ 2,030,000.00	\$ 110,000.00	\$ 40,600.00	
11/01/38	\$ 1,920,000.00	\$ -	\$ 38,400.00	\$ 189,000.00
05/01/39	\$ 1,920,000.00	\$ 115,000.00	\$ 38,400.00	
11/01/39	\$ 1,805,000.00	\$ -	\$ 36,100.00	\$ 189,500.00
05/01/40	\$ 1,805,000.00	\$ 120,000.00	\$ 36,100.00	
11/01/40	\$ 1,685,000.00	\$ -	\$ 33,700.00	\$ 189,800.00
05/01/41	\$ 1,685,000.00	\$ 125,000.00	\$ 33,700.00	
11/01/41	\$ 1,560,000.00	\$ -	\$ 31,200.00	\$ 189,900.00
05/01/42	\$ 1,560,000.00	\$ 130,000.00	\$ 31,200.00	
11/01/42	\$ 1,430,000.00	\$ -	\$ 28,600.00	\$ 189,800.00
05/01/43	\$ 1,430,000.00	\$ 135,000.00	\$ 28,600.00	
11/01/43	\$ 1,295,000.00	\$ -	\$ 25,900.00	\$ 189,500.00
05/01/44	\$ 1,295,000.00	\$ 140,000.00	\$ 25,900.00	
11/01/44	\$ 1,155,000.00	\$ -	\$ 23,100.00	\$ 189,000.00
05/01/45	\$ 1,155,000.00	\$ 145,000.00	\$ 23,100.00	
11/01/45	\$ 1,010,000.00	\$ -	\$ 20,200.00	\$ 188,300.00
05/01/46	\$ 1,010,000.00	\$ 150,000.00	\$ 20,200.00	
11/01/46	\$ 860,000.00	\$ -	\$ 17,200.00	\$ 187,400.00
05/01/47	\$ 860,000.00	\$ 160,000.00	\$ 17,200.00	
11/01/47	\$ 700,000.00	\$ -	\$ 14,000.00	\$ 191,200.00
05/01/48	\$ 700,000.00	\$ 165,000.00	\$ 14,000.00	
11/01/48	\$ 535,000.00	\$ -	\$ 10,700.00	\$ 189,700.00
05/01/49	\$ 535,000.00	\$ 170,000.00	\$ 10,700.00	
11/01/49	\$ 365,000.00	\$ -	\$ 7,300.00	\$ 188,000.00
05/01/50	\$ 365,000.00	\$ 180,000.00	\$ 7,300.00	
11/01/50	\$ 185,000.00	\$ -	\$ 3,700.00	\$ 191,000.00
05/01/51	\$ 185,000.00	\$ 185,000.00	\$ 3,700.00	\$ 188,700.00
	\$ 3,065,000.00	\$ 1,915,275.00	\$ 5,111,475.00	

Holly Hill Road East
Community Development District
Proposed Budget
Capital Reserve Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Interest	\$ 1,235	\$ 2,778	\$ 1,158	\$ 3,936	\$ 1,968
Carry Forward Surplus	\$ 119,506	\$ 120,054	\$ -	\$ 120,054	\$ 182,390
Total Revenues	\$ 120,741	\$ 122,832	\$ 1,158	\$ 123,990	\$ 184,358
Expenditures					
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Sources/(Uses)					
Transfer In/(Out)	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Total Other Financing Sources/(Uses)	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Excess Revenues/(Expenditures)	\$ 179,141	\$ 122,832	\$ 59,558	\$ 182,390	\$ 239,358

SECTION B

RESOLUTION 2025-11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2026; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; 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, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Polk County, Florida (“**County**”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), attached hereto as **Exhibit A** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2026; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such

special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Holly Hill Road East Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit B** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits A and B**, is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, Florida Statutes, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits A and B**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits A and B**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid

to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. 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.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 10th DAY OF JUNE 2025.

ATTEST:

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026

Exhibit B: Assessment Roll

Exhibit A

Holly Hill Road East
Community Development District

Proposed Budget
FY2026



Table of Contents

1-2	<u>General Fund</u>
3-7	<u>General Fund Narrative</u>
8	<u>Series 2017 Debt Service Fund</u>
9	<u>Series 2017 Amortization</u>
10	<u>Series 2018 Debt Service Fund</u>
11	<u>Series 2018 Amortization</u>
12	<u>Series 2020 A3 Debt Service Fund</u>
13	<u>Series 2020 A3 Amortization</u>
14	<u>Series 2020 A4 Debt Service Fund</u>
15	<u>Series 2020 A4 Amortization</u>
16	<u>Capital Reserve Fund</u>

Holly Hill Road East
Community Development District
Proposed Budget
General Fund

	Adopted Budget FY 2025	Actual Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments - Tax Roll	\$ 565,628	\$ 562,427	\$ 3,201	\$ 565,628	\$ 565,628
Inter-Governmental Revenue	\$ 92,509	\$ -	\$ 92,509	\$ 92,509	\$ 78,374
Other Income	\$ -	\$ 150	\$ -	\$ 150	\$ -
Carry Forward Surplus	\$ 74,943	\$ 257,349	\$ -	\$ 257,349	\$ 65,145
Total Revenues	\$ 733,080	\$ 819,926	\$ 95,710	\$ 915,636	\$ 709,148
Expenditures					
<i>Administrative:</i>					
Supervisor Fees	\$ 12,000	\$ 4,800	\$ 5,000	\$ 9,800	\$ 12,000
FICA Expenses	\$ -	\$ 275	\$ 383	\$ 658	\$ -
Engineering Fees	\$ 10,000	\$ 1,360	\$ 4,167	\$ 5,527	\$ 10,000
Legal Services	\$ 25,000	\$ 22,226	\$ 25,000	\$ 47,226	\$ 25,000
Arbitrage	\$ 1,800	\$ 900	\$ 900	\$ 1,800	\$ 1,800
Dissemination	\$ 7,200	\$ 4,200	\$ 3,000	\$ 7,200	\$ 7,416
Assessment Administration	\$ 5,565	\$ 5,565	\$ -	\$ 5,565	\$ 5,732
Annual Audit	\$ 4,100	\$ -	\$ 4,100	\$ 4,100	\$ 4,100
Trustee Fees	\$ 15,839	\$ 14,829	\$ -	\$ 14,829	\$ 15,839
Management Fees	\$ 45,000	\$ 26,250	\$ 18,750	\$ 45,000	\$ 46,350
Information Technology	\$ 1,890	\$ 1,103	\$ 788	\$ 1,890	\$ 1,947
Website Maintenance	\$ 1,260	\$ 735	\$ 525	\$ 1,260	\$ 1,298
Telephone	\$ 100	\$ -	\$ 42	\$ 42	\$ 100
Postage & Delivery	\$ 750	\$ 594	\$ 313	\$ 906	\$ 850
Copies	\$ 1,000	\$ 83	\$ 100	\$ 183	\$ 1,000
Office Supplies	\$ 200	\$ 2	\$ 83	\$ 85	\$ 200
Insurance	\$ 7,127	\$ 6,631	\$ -	\$ 6,631	\$ 8,196
Legal Advertising	\$ 2,500	\$ 1,542	\$ 1,042	\$ 2,584	\$ 2,500
Contingency	\$ 1,200	\$ 758	\$ 500	\$ 1,258	\$ 1,300
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 142,706	\$ 92,028	\$ 64,691	\$ 156,719	\$ 145,803
<i>Operations & Maintenance</i>					
Field Expenditures					
Field Management	\$ 20,000	\$ 11,667	\$ 8,333	\$ 20,000	\$ 20,600
Electric	\$ 10,000	\$ 4,873	\$ 3,900	\$ 8,773	\$ 10,000
Streetlighting	\$ 46,200	\$ 22,451	\$ 19,250	\$ 41,701	\$ 49,248
Property Insurance	\$ 9,327	\$ 5,773	\$ -	\$ 5,773	\$ 10,726
Landscape Maintenance	\$ 142,593	\$ 77,579	\$ 55,415	\$ 132,994	\$ 166,871
Landscape Contingency	\$ 22,000	\$ 14,790	\$ 9,167	\$ 23,957	\$ 6,000
Irrigation Repairs	\$ 7,500	\$ 1,958	\$ 1,500	\$ 3,458	\$ 7,500
Sidewalk Repairs & Maintenance	\$ 5,000	\$ -	\$ 2,083	\$ 2,083	\$ 5,000
General Repairs & Maintenance	\$ 17,500	\$ 49,686	\$ 7,292	\$ 56,978	\$ 17,500
Contingency	\$ 10,000	\$ 3,599	\$ 4,167	\$ 7,765	\$ 10,000
Subtotal Field Expenditures	\$ 290,120	\$ 192,375	\$ 111,107	\$ 303,482	\$ 303,445

Holly Hill Road East
Community Development District
Proposed Budget
General Fund

	Adopted Budget FY 2025	Actual Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
<u>Amenity Expenditures</u>					
Property Insurance	\$ 17,864	\$ 14,134	\$ -	\$ 14,134	\$ 20,543
Amenity Landscaping	\$ 18,588	\$ 10,843	\$ 7,745	\$ 18,588	\$ 24,096
Amenity Landscape Contingency	\$ 13,000	\$ -	\$ 5,417	\$ 5,417	\$ 8,000
Electric	\$ 23,760	\$ 11,278	\$ 9,900	\$ 21,178	\$ 23,760
Water	\$ 680	\$ 369	\$ 283	\$ 652	\$ 748
Internet	\$ 2,376	\$ 1,260	\$ 990	\$ 2,250	\$ 2,376
Janitorial Services	\$ 16,900	\$ 8,907	\$ 7,042	\$ 15,948	\$ 17,085
Pest Control	\$ 840	\$ 503	\$ 350	\$ 853	\$ 1,020
Amenity Access Management	\$ 6,300	\$ 3,675	\$ 2,625	\$ 6,300	\$ 7,000
Security Services	\$ 33,886	\$ 12,830	\$ 14,119	\$ 26,949	\$ 34,903
Amenity Repairs & Maintenance	\$ 19,800	\$ 2,525	\$ 17,275	\$ 19,800	\$ 19,800
Pool Maintenance	\$ 23,700	\$ 14,275	\$ 9,875	\$ 24,150	\$ 24,408
Pool Furniture Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Playground Lease	\$ 52,129	\$ 9,635	\$ 6,880	\$ 16,515	\$ 4,131
Contingency	\$ 12,031	\$ 11,841	\$ 6,000	\$ 17,841	\$ 12,031
Subtotal Amenity Expenditures	\$ 241,854	\$ 102,074	\$ 88,501	\$ 190,574	\$ 204,901
<u>Total Operations & Maintenance</u>	\$ 531,974	\$ 294,449	\$ 199,608	\$ 494,056	\$ 508,346
<u>Other Expenditures</u>					
Transfer Out - Capital Reserve	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
<u>Total Other Expenditures</u>	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Total Expenditures	\$ 733,080	\$ 386,477	\$ 322,698	\$ 709,175	\$ 709,148
Excess Revenues/(Expenditures)	\$ -	\$ 433,449	\$ (226,989)	\$ 206,461	\$ -

Product Type	ERU/Unit	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 1	1.00	204	\$183,739.16	\$900.68	\$ 968
Phase 2	1.00	100	\$90,068.21	\$900.68	\$ 968
Phase 3	1.00	182	\$163,924.15	\$900.68	\$ 968
Phase 4	1.00	142	\$127,896.87	\$900.68	\$ 968
		628	\$565,628.39		

Holly Hill Road East

Community Development District

General Fund Budget

Revenues:

Assessments

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for operating expenditures during the fiscal year.

Inter-Governmental Revenue

The District has entered into an Interlocal Agreement with North Boulevard CDD for the use of its amenities. North Boulevard CDD funds a portion of the District's amenity expenses are part of the agreement set in place.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

Engineering

The District's engineer, Dewberry Engineers, Inc., provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Legal Services

The District's legal counsel, Kilinski | Van Wyk, PLLC, provides general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Arbitrage

The District is contracted with AMTEC, an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2017, Series 2018, Series 2020A3 and Series 2020A4 bonds.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon the Series 2017, Series 2018, Series 2020A3 and Series 2020A4 bonds. Governmental Management Services – Central Florida, LLC completes these reporting requirements.

Assessment Administration

The District is contracted with Governmental Management Services – Central Florida, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Holly Hill Road East

Community Development District

General Fund Budget

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District is currently contracted with McDirmit Davis for these services.

Trustee Fees

The District will incur trustee related costs with the issuance of its' issued bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, arranges annual audits, etc.

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these systems.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services – Central Florida, LLC provides these services.

Telephone

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board materials, overnight deliveries, correspondence, etc.

Copies

Printing materials for board meetings, printing of computerized checks, stationary, envelopes, etc.

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Insurance

The District's general liability and public official's liability insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Holly Hill Road East Community Development District General Fund Budget

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Contingency

Bank charges and any other miscellaneous expenses incurred during the year.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

Operations & Maintenance:

Field Expenditures

Field Management

The District is contracted with Governmental Management Services-Central Florida, LLC for onsite field management of contracts for the District such as landscape and lake maintenance. Services include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Electric

Represents current and estimated electric charges of common areas throughout the District.

Streetlighting

Represents the cost to maintain street lights currently in place within the District Boundaries.

Property Insurance

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Landscape Maintenance

Represents the estimated maintenance of the landscaping within the common areas of the District. Services include mowing, edging, trimming, pruning, weeding, irrigation inspections, fertilization and pest control applications. The District has contracted with Prince & Sons, Inc. to provide these services.

Landscape Contingency

Represents the estimated cost of replacing landscaping within the common areas of the District.

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

Holly Hill Road East Community Development District General Fund Budget

Sidewalk Repairs & Maintenance

Represents the estimated costs of maintaining the sidewalks and asphalt throughout the District's Boundary.

General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas. These can include pressure washing, and repairs to fences, monuments, lighting and other assets.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

Amenity Expenditures

Property Insurance

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. This cost pertains to coverage for the amenity facility.

Amenity Landscaping

Represents landscape maintenance services at the District's amenity facility. Services include mowing, edging, trimming, pruning, weeding, irrigation inspections, fertilization and pest control applications. The District has contracted with Prince & Sons, Inc. to provide these services.

Amenity Landscape Contingency

Represents the estimated cost of replacing landscaping surrounding the amenity facility.

Amenity - Electric

Represents estimated electric charges for the District's amenity facility.

Amenity - Water

Represents estimated water charges for the District's amenity facility.

Internet

Represents internet services in place at the amenity facility. This service is provided by Spectrum Business.

Janitorial Services

Represents the costs to provide janitorial services for the District's amenity facilities. These services are provided by Clean Star Services of Central Florida, LLC.

Holly Hill Road East Community Development District General Fund Budget

Pest Control

The District is contracted with Orkin for pest control treatments to its amenity facility.

Amenity Access Management

Represents the cost of managing and monitoring access to the District's amenity facilities. Governmental Management Services – Central Florida, LLC provides these systems.

Security Services

Represents the estimated cost of monthly security services for the District's amenity facilities as well as maintaining security systems in place. Services are provided by Securitas Security Services.

Amenity Repairs & Maintenance

Represents estimated costs for repairs and maintenance of the District's amenity facilities and equipment.

Pool Maintenance

Resort Pool Services has been contracted to provide regular cleaning and treatments of the District's pool.

Pool Furniture Repair & Maintenance

Represents estimated costs for repairs and maintenance of the District's pool furniture.

Playground Lease

The District has entered into a leasing agreement with Navitas, Inc. for playgrounds installed in the community.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any amenity category.

Other Expenses:

Transfer Out – Capital Reserves

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

Holly Hill Road East
Community Development District
Proposed Budget
Series 2017 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 229,722	\$ 228,421	\$ 1,301	\$ 229,722	\$ 229,722
Interest	\$ 6,501	\$ 6,799	\$ 2,833	\$ 9,632	\$ 4,816
Carry Forward Surplus	\$ 157,351	\$ 159,651	\$ -	\$ 159,651	\$ 171,973
Total Revenues	\$ 393,574	\$ 394,871	\$ 4,134	\$ 399,005	\$ 406,511
Expenditures					
Interest - 11/1	\$ 76,016	\$ 76,016	\$ -	\$ 76,016	\$ 74,479
Principal - 5/1	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ 80,000
Interest - 5/1	\$ 76,016	\$ -	\$ 76,016	\$ 76,016	\$ 74,479
Total Expenditures	\$ 227,033	\$ 76,016	\$ 151,016	\$ 227,033	\$ 228,958
Excess Revenues/(Expenditures)	\$ 166,542	\$ 318,855	\$ (146,882)	\$ 171,973	\$ 177,554

Interest - 11/1/26 \$72,839

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 1	1.00	204	204	\$229,722.46	\$1,126.09	\$1,210.85
		204	204	\$229,722.46		

**Holly Hill Road East
Community Development District
Series 2017 Special Assessment Bonds
Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/25	\$ 3,105,000.00	\$ -	\$ 74,478.75	\$ 225,495.00
05/01/26	\$ 3,105,000.00	\$ 80,000.00	\$ 74,478.75	
11/01/26	\$ 3,025,000.00	\$ -	\$ 72,838.75	\$ 227,317.50
05/01/27	\$ 3,025,000.00	\$ 80,000.00	\$ 72,838.75	
11/01/27	\$ 2,945,000.00	\$ -	\$ 71,198.75	\$ 224,037.50
05/01/28	\$ 2,945,000.00	\$ 85,000.00	\$ 71,198.75	
11/01/28	\$ 2,860,000.00	\$ -	\$ 69,456.25	\$ 225,655.00
05/01/29	\$ 2,860,000.00	\$ 90,000.00	\$ 69,456.25	
11/01/29	\$ 2,770,000.00	\$ -	\$ 67,375.00	\$ 226,831.25
05/01/30	\$ 2,770,000.00	\$ 95,000.00	\$ 67,375.00	
11/01/30	\$ 2,675,000.00	\$ -	\$ 65,178.13	\$ 227,553.13
05/01/31	\$ 2,675,000.00	\$ 95,000.00	\$ 65,178.13	
11/01/31	\$ 2,580,000.00	\$ -	\$ 62,981.25	\$ 223,159.38
05/01/32	\$ 2,580,000.00	\$ 100,000.00	\$ 62,981.25	
11/01/32	\$ 2,480,000.00	\$ -	\$ 60,668.75	\$ 223,650.00
05/01/33	\$ 2,480,000.00	\$ 105,000.00	\$ 60,668.75	
11/01/33	\$ 2,375,000.00	\$ -	\$ 58,240.63	\$ 223,909.38
05/01/34	\$ 2,375,000.00	\$ 110,000.00	\$ 58,240.63	
11/01/34	\$ 2,265,000.00	\$ -	\$ 55,696.88	\$ 223,937.50
05/01/35	\$ 2,265,000.00	\$ 115,000.00	\$ 55,696.88	
11/01/35	\$ 2,150,000.00	\$ -	\$ 53,037.50	\$ 223,734.38
05/01/36	\$ 2,150,000.00	\$ 120,000.00	\$ 53,037.50	
11/01/36	\$ 2,030,000.00	\$ -	\$ 50,262.50	\$ 223,300.00
05/01/37	\$ 2,030,000.00	\$ 125,000.00	\$ 50,262.50	
11/01/37	\$ 1,905,000.00	\$ -	\$ 47,371.88	\$ 222,634.38
05/01/38	\$ 1,905,000.00	\$ 135,000.00	\$ 47,371.88	
11/01/38	\$ 1,770,000.00	\$ -	\$ 44,250.00	\$ 226,621.88
05/01/39	\$ 1,770,000.00	\$ 140,000.00	\$ 44,250.00	
11/01/39	\$ 1,630,000.00	\$ -	\$ 40,750.00	\$ 225,000.00
05/01/40	\$ 1,630,000.00	\$ 145,000.00	\$ 40,750.00	
11/01/40	\$ 1,485,000.00	\$ -	\$ 37,125.00	\$ 222,875.00
05/01/41	\$ 1,485,000.00	\$ 155,000.00	\$ 37,125.00	
11/01/41	\$ 1,330,000.00	\$ -	\$ 33,250.00	\$ 225,375.00
05/01/42	\$ 1,330,000.00	\$ 160,000.00	\$ 33,250.00	
11/01/42	\$ 1,170,000.00	\$ -	\$ 29,250.00	\$ 222,500.00
05/01/43	\$ 1,170,000.00	\$ 170,000.00	\$ 29,250.00	
11/01/43	\$ 1,000,000.00	\$ -	\$ 25,000.00	\$ 224,250.00
05/01/44	\$ 1,000,000.00	\$ 180,000.00	\$ 25,000.00	
11/01/44	\$ 820,000.00	\$ -	\$ 20,500.00	\$ 225,500.00
05/01/45	\$ 820,000.00	\$ 190,000.00	\$ 20,500.00	
11/01/45	\$ 630,000.00	\$ -	\$ 15,750.00	\$ 226,250.00
05/01/46	\$ 630,000.00	\$ 200,000.00	\$ 15,750.00	
11/01/46	\$ 430,000.00	\$ -	\$ 10,750.00	\$ 226,500.00
05/01/47	\$ 430,000.00	\$ 210,000.00	\$ 10,750.00	
11/01/47	\$ 220,000.00	\$ -	\$ 5,500.00	\$ 226,250.00
05/01/48	\$ 220,000.00	\$ 220,000.00	\$ 5,500.00	\$ 225,500.00
	\$ 3,105,000.00	\$ 2,141,820.00	\$ 5,397,836.25	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2018 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 123,938	\$ 123,236	\$ 702	\$ 123,938	\$ 123,938
Interest	\$ 3,489	\$ 3,636	\$ 1,515	\$ 5,151	\$ 1,515
Carry Forward Surplus	\$ 84,472	\$ 85,720	\$ -	\$ 85,720	\$ 94,371
Total Revenues	\$ 211,899	\$ 212,592	\$ 2,217	\$ 214,809	\$ 219,825
Expenditures					
Interest - 11/1	\$ 42,719	\$ 42,719	\$ -	\$ 42,719	\$ 41,844
Principal - 5/1	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ 40,000
Interest - 5/1	\$ 42,719	\$ -	\$ 42,719	\$ 42,719	\$ 41,844
Total Expenditures	\$ 120,438	\$ 42,719	\$ 77,719	\$ 120,438	\$ 123,688
Excess Revenues/(Expenditures)	\$ 91,462	\$ 169,873	\$ (75,502)	\$ 94,371	\$ 96,137

Interest - 11/1/26 \$40,844

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 2	1.00	100	100	\$123,938.31	\$1,239.38	\$1,332.67
		100	100	\$123,938.31		

**Holly Hill Road East
Community Development District
Series 2018 Special Assessment Bonds
Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/25	\$ 1,620,000.00	\$ -	\$ 41,843.75	\$ 119,562.50
05/01/26	\$ 1,620,000.00	\$ 40,000.00	\$ 41,843.75	
11/01/26	\$ 1,580,000.00	\$ -	\$ 40,843.75	\$ 122,687.50
05/01/27	\$ 1,580,000.00	\$ 40,000.00	\$ 40,843.75	
11/01/27	\$ 1,540,000.00	\$ -	\$ 39,843.75	\$ 120,687.50
05/01/28	\$ 1,540,000.00	\$ 40,000.00	\$ 39,843.75	
11/01/28	\$ 1,500,000.00	\$ -	\$ 38,843.75	\$ 118,687.50
05/01/29	\$ 1,500,000.00	\$ 45,000.00	\$ 38,843.75	
11/01/29	\$ 1,455,000.00	\$ -	\$ 37,718.75	\$ 121,562.50
05/01/30	\$ 1,455,000.00	\$ 45,000.00	\$ 37,718.75	
11/01/30	\$ 1,410,000.00	\$ -	\$ 36,593.75	\$ 119,312.50
05/01/31	\$ 1,410,000.00	\$ 50,000.00	\$ 36,593.75	
11/01/31	\$ 1,360,000.00	\$ -	\$ 35,343.75	\$ 121,937.50
05/01/32	\$ 1,360,000.00	\$ 50,000.00	\$ 35,343.75	
11/01/32	\$ 1,310,000.00	\$ -	\$ 34,093.75	\$ 119,437.50
05/01/33	\$ 1,310,000.00	\$ 55,000.00	\$ 34,093.75	
11/01/33	\$ 1,255,000.00	\$ -	\$ 32,718.75	\$ 121,812.50
05/01/34	\$ 1,255,000.00	\$ 55,000.00	\$ 32,718.75	
11/01/34	\$ 1,200,000.00	\$ -	\$ 31,343.75	\$ 119,062.50
05/01/35	\$ 1,200,000.00	\$ 60,000.00	\$ 31,343.75	
11/01/35	\$ 1,140,000.00	\$ -	\$ 29,843.75	\$ 121,187.50
05/01/36	\$ 1,140,000.00	\$ 65,000.00	\$ 29,843.75	
11/01/36	\$ 1,075,000.00	\$ -	\$ 28,218.75	\$ 123,062.50
05/01/37	\$ 1,075,000.00	\$ 65,000.00	\$ 28,218.75	
11/01/37	\$ 1,010,000.00	\$ -	\$ 26,512.50	\$ 119,731.25
05/01/38	\$ 1,010,000.00	\$ 70,000.00	\$ 26,512.50	
11/01/38	\$ 940,000.00	\$ -	\$ 24,675.00	\$ 121,187.50
05/01/39	\$ 940,000.00	\$ 75,000.00	\$ 24,675.00	
11/01/39	\$ 865,000.00	\$ -	\$ 22,706.25	\$ 122,381.25
05/01/40	\$ 865,000.00	\$ 80,000.00	\$ 22,706.25	
11/01/40	\$ 785,000.00	\$ -	\$ 20,606.25	\$ 123,312.50
05/01/41	\$ 785,000.00	\$ 80,000.00	\$ 20,606.25	
11/01/41	\$ 705,000.00	\$ -	\$ 18,506.25	\$ 119,112.50
05/01/42	\$ 705,000.00	\$ 85,000.00	\$ 18,506.25	
11/01/42	\$ 620,000.00	\$ -	\$ 16,275.00	\$ 119,781.25
05/01/43	\$ 620,000.00	\$ 90,000.00	\$ 16,275.00	
11/01/43	\$ 530,000.00	\$ -	\$ 13,912.50	\$ 120,187.50
05/01/44	\$ 530,000.00	\$ 95,000.00	\$ 13,912.50	
11/01/44	\$ 435,000.00	\$ -	\$ 11,418.75	\$ 120,331.25
05/01/45	\$ 435,000.00	\$ 100,000.00	\$ 11,418.75	
11/01/45	\$ 335,000.00	\$ -	\$ 8,793.75	\$ 120,212.50
05/01/46	\$ 335,000.00	\$ 105,000.00	\$ 8,793.75	
11/01/46	\$ 230,000.00	\$ -	\$ 6,037.50	\$ 119,831.25
05/01/47	\$ 230,000.00	\$ 110,000.00	\$ 6,037.50	
11/01/47	\$ 120,000.00	\$ -	\$ 3,150.00	\$ 119,187.50
05/01/48	\$ 120,000.00	\$ 120,000.00	\$ 3,150.00	\$ 123,150.00
	\$ 1,620,000.00	\$ 1,199,687.50	\$ 2,897,406.25	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2020 A3 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 238,365	\$ 237,015	\$ 1,350	\$ 238,365	\$ 238,365
Interest	\$ 6,166	\$ 6,439	\$ 2,683	\$ 9,122	\$ 3,801
Carry Forward Surplus	\$ 184,378	\$ 186,653	\$ -	\$ 186,653	\$ 200,440
Total Revenues	\$ 428,910	\$ 430,107	\$ 4,033	\$ 434,140	\$ 442,606
Expenditures					
Interest - 11/1	\$ 85,000	\$ 85,000	\$ -	\$ 85,000	\$ 83,700
Principal - 11/1	\$ 65,000	\$ 65,000	\$ -	\$ 65,000	\$ 70,000
Interest - 5/1	\$ 83,700	\$ -	\$ 83,700	\$ 83,700	\$ 82,300
Total Expenditures	\$ 233,700	\$ 150,000	\$ 83,700	\$ 233,700	\$ 236,000
Excess Revenues/(Expenditures)	\$ 195,210	\$ 280,107	\$ (79,667)	\$ 200,440	\$ 206,606

Interest - 11/1/26	\$82,300
Principal - 11/1/26	\$70,000
Total	\$152,300

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 3	1.00	182	182	\$238,365.47	\$1,309.70	\$1,408.28
		182	182	\$238,365.47		

Holly Hill Road East
Community Development District
Series 2020 Special Assessment Bonds Area 3
Amortization Schedule

Date	Balance	Principal	Interest	Total
11/01/25	\$ 3,340,000.00	\$ 70,000.00	\$ 83,700.00	\$ 237,400.00
05/01/26	\$ 3,340,000.00	\$ -	\$ 82,300.00	
11/01/26	\$ 3,340,000.00	\$ 70,000.00	\$ 82,300.00	\$ 234,600.00
05/01/27	\$ 3,270,000.00	\$ -	\$ 80,725.00	
11/01/27	\$ 3,270,000.00	\$ 75,000.00	\$ 80,725.00	\$ 236,450.00
05/01/28	\$ 3,195,000.00	\$ -	\$ 79,037.50	
11/01/28	\$ 3,195,000.00	\$ 80,000.00	\$ 79,037.50	\$ 238,075.00
05/01/29	\$ 3,115,000.00	\$ -	\$ 77,237.50	
11/01/29	\$ 3,115,000.00	\$ 80,000.00	\$ 77,237.50	\$ 234,475.00
05/01/30	\$ 3,035,000.00	\$ -	\$ 75,437.50	
11/01/30	\$ 3,035,000.00	\$ 85,000.00	\$ 75,437.50	\$ 235,875.00
05/01/31	\$ 2,950,000.00	\$ -	\$ 73,525.00	
11/01/31	\$ 2,860,000.00	\$ 90,000.00	\$ 71,500.00	\$ 235,025.00
05/01/32	\$ 2,860,000.00	\$ -	\$ 71,500.00	
11/01/32	\$ 2,860,000.00	\$ 95,000.00	\$ 71,500.00	\$ 238,000.00
05/01/33	\$ 2,765,000.00	\$ -	\$ 69,125.00	
11/01/33	\$ 2,765,000.00	\$ 100,000.00	\$ 69,125.00	\$ 238,250.00
05/01/34	\$ 2,665,000.00	\$ -	\$ 66,625.00	
11/01/34	\$ 2,665,000.00	\$ 105,000.00	\$ 66,625.00	\$ 238,250.00
05/01/35	\$ 2,560,000.00	\$ -	\$ 64,000.00	
11/01/35	\$ 2,560,000.00	\$ 110,000.00	\$ 64,000.00	\$ 238,000.00
05/01/36	\$ 2,450,000.00	\$ -	\$ 61,250.00	
11/01/36	\$ 2,450,000.00	\$ 115,000.00	\$ 61,250.00	\$ 237,500.00
05/01/37	\$ 2,335,000.00	\$ -	\$ 58,375.00	
11/01/37	\$ 2,335,000.00	\$ 120,000.00	\$ 58,375.00	\$ 236,750.00
05/01/38	\$ 2,215,000.00	\$ -	\$ 55,375.00	
11/01/38	\$ 2,215,000.00	\$ 125,000.00	\$ 55,375.00	\$ 235,750.00
05/01/39	\$ 2,090,000.00	\$ -	\$ 52,250.00	
11/01/39	\$ 2,090,000.00	\$ 130,000.00	\$ 52,250.00	\$ 234,500.00
05/01/40	\$ 1,960,000.00	\$ -	\$ 49,000.00	
11/01/40	\$ 1,960,000.00	\$ 140,000.00	\$ 49,000.00	\$ 238,000.00
05/01/41	\$ 1,820,000.00	\$ -	\$ 45,500.00	
11/01/41	\$ 1,820,000.00	\$ 145,000.00	\$ 45,500.00	\$ 236,000.00
05/01/42	\$ 1,675,000.00	\$ -	\$ 41,875.00	
11/01/42	\$ 1,675,000.00	\$ 150,000.00	\$ 41,875.00	\$ 233,750.00
05/01/43	\$ 1,525,000.00	\$ -	\$ 38,125.00	
11/01/43	\$ 1,525,000.00	\$ 160,000.00	\$ 38,125.00	\$ 236,250.00
05/01/44	\$ 1,365,000.00	\$ -	\$ 34,125.00	
11/01/44	\$ 1,365,000.00	\$ 165,000.00	\$ 34,125.00	\$ 233,250.00
05/01/45	\$ 1,200,000.00	\$ -	\$ 30,000.00	
11/01/45	\$ 1,200,000.00	\$ 175,000.00	\$ 30,000.00	\$ 235,000.00
05/01/46	\$ 1,025,000.00	\$ -	\$ 25,625.00	
11/01/46	\$ 1,025,000.00	\$ 185,000.00	\$ 25,625.00	\$ 236,250.00
05/01/47	\$ 840,000.00	\$ -	\$ 21,000.00	
11/01/47	\$ 840,000.00	\$ 195,000.00	\$ 21,000.00	\$ 237,000.00
05/01/48	\$ 645,000.00	\$ -	\$ 16,125.00	
11/01/48	\$ 645,000.00	\$ 205,000.00	\$ 16,125.00	\$ 237,250.00
05/01/49	\$ 440,000.00	\$ -	\$ 11,000.00	
11/01/49	\$ 440,000.00	\$ 215,000.00	\$ 11,000.00	\$ 237,000.00
05/01/50	\$ 225,000.00	\$ -	\$ 5,625.00	
11/01/50	\$ 225,000.00	\$ 225,000.00	\$ 5,625.00	\$ 236,250.00
	\$ 3,410,000.00	\$ 2,651,200.00	\$ 6,144,900.00	

Holly Hill Road East
Community Development District
Proposed Budget
Series 2020 A4 Debt Service Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Assessments	\$ 191,400	\$ 190,316	\$ 1,084	\$ 191,400	\$ 191,400
Interest	\$ 4,519	\$ 4,677	\$ 1,949	\$ 6,626	\$ 2,761
Carry Forward Surplus	\$ 88,897	\$ 90,740	\$ -	\$ 90,740	\$ 96,365
Total Revenues	\$ 284,816	\$ 285,733	\$ 3,033	\$ 288,765	\$ 290,526
Expenditures					
Interest - 11/1	\$ 61,200	\$ 61,200	\$ -	\$ 61,200	\$ 60,150
Principal - 5/1	\$ 70,000	\$ -	\$ 70,000	\$ 70,000	\$ 70,000
Interest - 5/1	\$ 61,200	\$ -	\$ 61,200	\$ 61,200	\$ 60,150
Total Expenditures	\$ 192,400	\$ 61,200	\$ 131,200	\$ 192,400	\$ 190,300
Excess Revenues/(Expenditures)	\$ 92,416	\$ 224,533	\$ (128,167)	\$ 96,365	\$ 100,226

Interest - 11/1/26 \$58,925

Product Type	ERU/Unit	Assessable Units	Total ERUs	Net Assessment	Net Per Unit	Gross Per Unit
Phase 3	1.00	142	142	\$191,399.84	\$1,347.89	\$1,449.34
		142	142	\$191,399.84		

Holly Hill Road East
Community Development District
Series 2020 Special Assessment Bonds Area 4
Amortization Schedule

Date	Balance	Prinicipal	Interest	Total
11/01/25	\$ 3,065,000.00	\$ -	\$ 60,150.00	\$ 191,350.00
05/01/26	\$ 3,065,000.00	\$ 70,000.00	\$ 60,150.00	
11/01/26	\$ 2,995,000.00	\$ -	\$ 58,925.00	\$ 189,075.00
05/01/27	\$ 2,995,000.00	\$ 70,000.00	\$ 58,925.00	
11/01/27	\$ 2,925,000.00	\$ -	\$ 57,700.00	\$ 186,625.00
05/01/28	\$ 2,925,000.00	\$ 75,000.00	\$ 57,700.00	
11/01/28	\$ 2,850,000.00	\$ -	\$ 56,387.50	\$ 189,087.50
05/01/29	\$ 2,850,000.00	\$ 80,000.00	\$ 56,387.50	
11/01/29	\$ 2,770,000.00	\$ -	\$ 54,987.50	\$ 191,375.00
05/01/30	\$ 2,770,000.00	\$ 80,000.00	\$ 54,987.50	
11/01/30	\$ 2,690,000.00	\$ -	\$ 53,587.50	\$ 188,575.00
05/01/31	\$ 2,690,000.00	\$ 85,000.00	\$ 53,587.50	
11/01/31	\$ 2,605,000.00	\$ -	\$ 52,100.00	\$ 190,687.50
05/01/32	\$ 2,605,000.00	\$ 85,000.00	\$ 52,100.00	
11/01/32	\$ 2,520,000.00	\$ -	\$ 50,400.00	\$ 187,500.00
05/01/33	\$ 2,520,000.00	\$ 90,000.00	\$ 50,400.00	
11/01/33	\$ 2,430,000.00	\$ -	\$ 48,600.00	\$ 189,000.00
05/01/34	\$ 2,430,000.00	\$ 95,000.00	\$ 48,600.00	
11/01/34	\$ 2,335,000.00	\$ -	\$ 46,700.00	\$ 190,300.00
05/01/35	\$ 2,335,000.00	\$ 100,000.00	\$ 46,700.00	
11/01/35	\$ 2,235,000.00	\$ -	\$ 44,700.00	\$ 191,400.00
05/01/36	\$ 2,235,000.00	\$ 100,000.00	\$ 44,700.00	
11/01/36	\$ 2,135,000.00	\$ -	\$ 42,700.00	\$ 187,400.00
05/01/37	\$ 2,135,000.00	\$ 105,000.00	\$ 42,700.00	
11/01/37	\$ 2,030,000.00	\$ -	\$ 40,600.00	\$ 188,300.00
05/01/38	\$ 2,030,000.00	\$ 110,000.00	\$ 40,600.00	
11/01/38	\$ 1,920,000.00	\$ -	\$ 38,400.00	\$ 189,000.00
05/01/39	\$ 1,920,000.00	\$ 115,000.00	\$ 38,400.00	
11/01/39	\$ 1,805,000.00	\$ -	\$ 36,100.00	\$ 189,500.00
05/01/40	\$ 1,805,000.00	\$ 120,000.00	\$ 36,100.00	
11/01/40	\$ 1,685,000.00	\$ -	\$ 33,700.00	\$ 189,800.00
05/01/41	\$ 1,685,000.00	\$ 125,000.00	\$ 33,700.00	
11/01/41	\$ 1,560,000.00	\$ -	\$ 31,200.00	\$ 189,900.00
05/01/42	\$ 1,560,000.00	\$ 130,000.00	\$ 31,200.00	
11/01/42	\$ 1,430,000.00	\$ -	\$ 28,600.00	\$ 189,800.00
05/01/43	\$ 1,430,000.00	\$ 135,000.00	\$ 28,600.00	
11/01/43	\$ 1,295,000.00	\$ -	\$ 25,900.00	\$ 189,500.00
05/01/44	\$ 1,295,000.00	\$ 140,000.00	\$ 25,900.00	
11/01/44	\$ 1,155,000.00	\$ -	\$ 23,100.00	\$ 189,000.00
05/01/45	\$ 1,155,000.00	\$ 145,000.00	\$ 23,100.00	
11/01/45	\$ 1,010,000.00	\$ -	\$ 20,200.00	\$ 188,300.00
05/01/46	\$ 1,010,000.00	\$ 150,000.00	\$ 20,200.00	
11/01/46	\$ 860,000.00	\$ -	\$ 17,200.00	\$ 187,400.00
05/01/47	\$ 860,000.00	\$ 160,000.00	\$ 17,200.00	
11/01/47	\$ 700,000.00	\$ -	\$ 14,000.00	\$ 191,200.00
05/01/48	\$ 700,000.00	\$ 165,000.00	\$ 14,000.00	
11/01/48	\$ 535,000.00	\$ -	\$ 10,700.00	\$ 189,700.00
05/01/49	\$ 535,000.00	\$ 170,000.00	\$ 10,700.00	
11/01/49	\$ 365,000.00	\$ -	\$ 7,300.00	\$ 188,000.00
05/01/50	\$ 365,000.00	\$ 180,000.00	\$ 7,300.00	
11/01/50	\$ 185,000.00	\$ -	\$ 3,700.00	\$ 191,000.00
05/01/51	\$ 185,000.00	\$ 185,000.00	\$ 3,700.00	\$ 188,700.00
	\$ 3,065,000.00	\$ 1,915,275.00	\$ 5,111,475.00	

Holly Hill Road East
Community Development District
Proposed Budget
Capital Reserve Fund

	Adopted Budget FY 2025	Actuals Thru 4/30/25	Projected Next 7 Months	Total Projected 9/30/25	Proposed Budget FY 2026
Revenues					
Interest	\$ 1,235	\$ 2,778	\$ 1,158	\$ 3,936	\$ 1,968
Carry Forward Surplus	\$ 119,506	\$ 120,054	\$ -	\$ 120,054	\$ 182,390
Total Revenues	\$ 120,741	\$ 122,832	\$ 1,158	\$ 123,990	\$ 184,358
Expenditures					
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Sources/(Uses)					
Transfer In/(Out)	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Total Other Financing Sources/(Uses)	\$ 58,400	\$ -	\$ 58,400	\$ 58,400	\$ 55,000
Excess Revenues/(Expenditures)	\$ 179,141	\$ 122,832	\$ 59,558	\$ 182,390	\$ 239,358

Holly Hill Road East CDD
FY 26 Assessment Roll

PARCEL ID	PHASE	UNITS	FY 26 O&M	2017 DEBT	2018 DEBT	2020 A3 DEBT	2020 A4 DEBT	TOTAL
27270472501000010	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000020	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000030	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000040	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000050	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000060	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000070	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000080	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000090	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000100	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000110	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000120	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000130	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000140	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000150	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000160	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000170	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000180	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000190	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000200	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000210	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000220	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000230	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000240	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000250	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000260	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000270	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000280	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000290	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000300	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000310	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000320	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000330	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000340	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000350	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000360	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000370	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000380	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000390	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000400	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000410	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000420	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000430	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000440	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000450	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000460	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000470	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000480	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000490	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000500	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000510	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000520	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000530	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000540	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000550	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000560	1	1	\$968.48	\$1,210.85				\$2,179.33
27270472501000570	1	1	\$968.48	\$1,210.85				\$2,179.33

PARCEL ID	PHASE	UNITS	FY 26 O&M	2017 DEBT	2018 DEBT	2020 A3 DEBT	2020 A4 DEBT	TOTAL
272705726013001610	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001620	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001630	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001640	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001650	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001660	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001670	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001680	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001690	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001700	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001710	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001720	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001730	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001740	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001750	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001760	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001770	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001780	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001790	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001800	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001810	3	1	\$968.48			\$1,408.28		\$2,376.76
272705726013001820	3	1	\$968.48			\$1,408.28		\$2,376.76
Total Gross Assessments		628	\$608,205.44	\$247,013.40	\$133,267.00	\$256,306.96	\$205,806.28	\$1,450,599.08
Total Net Assessments			\$565,631.06	\$229,722.46	\$123,938.31	\$238,365.47	\$191,399.84	\$1,349,057.14

SECTION V

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

THIS NON-EXCLUSIVE, REVOCABLE LICENSE AGREEMENT (the “**Agreement**”) is made and entered into this ___ day of April 2025, 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 RESERVE 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 District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District owns, operates, and maintains various recreational facilities and associated parking areas (together, “**Amenity Facilities**”), as shown on **Exhibit A**, attached hereto and incorporated herein by reference (all together, “**License Area**”); and

WHEREAS, the Licensee approached the District and desires to make use of the License Area for hosting an event for District residents and their guests on April 19, 2025 (“**Event**”); and

WHEREAS, the District is willing to allow the Licensee and its volunteers and vendors to make use of the License Area for the Event provided that such use does not impede the District’s operation of the License Area as a public improvement and so long as the terms and conditions set forth herein are met; and

WHEREAS, the District has determined that providing the Licensee with the ability to use the License Area is a benefit to the District, is a proper public purpose, and makes appropriate use of the District’s public facilities; and

WHEREAS, the District does not warrant that the License Area is suitable or fit for purposes requested by Licensee, but Licensee does believe it to be fit and suitable for the Licensee’s Event and Licensee acknowledges and understands that the District provides no warranties whatsoever; and

WHEREAS, the District and the Licensee warrant and agree that they have all rights, power, and authority to enter into and be bound by this Agreement.

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 Parties 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, revocable license to use the License Area for the Event (“**License**”). In consideration for use of the License Area, the Licensee agrees to the following conditions:

A. The Licensee’s access is limited to the License Area as set forth in **Exhibit A** and reasonable ingress and egress thereto. No other use of or access to the District’s property is permitted. The District does not and cannot confer rights or interests in property outside of the License Area and makes no representations regarding the same. The Licensee is solely responsible for obtaining consents and/or permits and meeting all regulatory requirements to utilize non-District property.

B. The Licensee’s access is limited to the Event taking place on April 19, 2025, from 9:00 a.m. to 10:00 a.m., including thirty (30) minutes before and after the Event for set-up and take-down.

C. The Parties acknowledge that weather conditions may affect the use of the License Area at any given time. The District shall have the right, but not the obligation, to temporarily close the License Area on any given day due to inclement weather, including, but not limited to, rain, lightning, hail, and strong winds. The Licensee shall abide by the decision of the District as to the closure of the License Area. The Licensee shall be responsible for the safety of its employees, guests, invitees, agents, or participants during such times.

D. The Licensee’s use of the License Area shall be contemporaneous with the use of the License Area by Patrons (residents, paid users and authorized guests) of the District (as that term is defined in the District’s *Amenity Facilities Policies and Rates*), and the Licensee’s use shall not interfere with the operation of the Amenity Facilities as public improvements. Further, the Licensee shall not permit outside users and the Event shall be limited to District residents and their guests authorized pursuant to the District’s adopted *Amenity Facilities Policies and Rates*.

E. Proper non-permanent signage regarding parking and other information may be used during the term of this License only. Said property shall be restored to the same or better condition after completion of the Event.

F. The Licensee shall be solely responsible for all preparations necessary for the Event to be held on the License Area. The District and the Licensee agree that all food, beverages, entertainment, security, parking, traffic control, crowd control, capacity determinations and personnel necessary for the Event shall be the sole responsibility of the

Licensee. The Licensee understands and agrees that serving or selling of alcoholic beverages during the Event is strictly prohibited.

G. The Licensee's use of the License Area shall be subject to the policies and regulations of the District, including but not limited to the *Amenity Facilities Policies and Rates*, and the Licensee acknowledges receipt of all such policies and rules. All promotional materials shall make clear that it is not a District sponsored or affiliated event.

H. The Licensee agrees to make every reasonable effort to ensure that District property, including the License Area, is not damaged or injured and agrees to assume full responsibility for the use of the License Area by its vendors, contractors, employees, agents, representatives, invitees or attendees during the preparations for, the conducting of, and the cleaning after the Event.

i. Repair. The Licensee agrees to maintain, restore, and repair, or cause to be maintained, restored or repaired, any District property which is damaged, destroyed, or otherwise impaired by the Licensee's employees, vendors, contractors, agents, representatives, invitees or attendees, incurred during, or as a result of, the preparations for, the conduct of, or the cleaning after the Event.

ii. Cleaning. The Licensee shall be responsible for the costs to clean up the License Area and adjacent District property, including but not limited to proper disposal of trash/debris. The Licensee agrees to return the License Area to its pre-Event condition immediately following the Event, but in no event later than 12:00 p.m. on the immediately succeeding day. Any unattended property or personal belongings may be removed by District staff, with no liability for removing the same, if the same is not removed within twenty-four (24) hours following the Event.

iii. District Evaluation. The District Manager, or his or her designee, may evaluate the License Area after the Event and shall notify the Licensee of any cleaning, repair or other restoration deemed necessary as a result of, or arising out of, the Event or due to failure by the Licensee to comply with the provisions of this Agreement. If the Licensee fails, after the notification, to timely perform such cleaning, repair or other restoration to the satisfaction of the District, the District Manager, or his or her designee, may perform, or cause to be performed, such cleaning, repair or other restoration to be made at the Licensee's cost, and such cost incurred by the District shall be reimbursed by the Licensee upon demand by the District Manager. Such reimbursement shall be made as soon as possible, but in no event later than fourteen (14) days after the District Manager submits the reimbursement for costs.

I. The grant of this License is further conditioned on the Licensee's compliance at all times with applicable laws, statutes, ordinances, codes, rules, regulations, and requirements of federal, state, county, city and municipal government, and any and all of their departments and bureaus, and all applicable permits and approvals, including but,

not limited to, health department requirements, fire code and other laws (the “**Laws**”). It is the Licensee’s responsibility to know, understand and follow such Laws.

J. The District shall not be responsible for the personal safety of the Licensee’s invitees, participants, or other persons on District property pursuant to this Agreement, except to the limited extent provided for in the normal operation of the District’s property. The Licensee acknowledges and accepts that the District shall not be responsible for personal injury, loss or damage to personal property, vehicles, equipment stored on site, or any other losses incurred by the Licensee or its invitees. The Licensee shall be solely responsible for all activities and vendors associated with an Event.

3. INSURANCE AND INDEMNITY.

A. The Licensee shall acquire and maintain, and shall require any vendors or subcontractors operating at the License Area to acquire and maintain, general commercial liability insurance coverage acceptable to the District in an amount not less than \$1,000,000 per occurrence, as well as \$1,000,000 automobile liability coverage, which shall include all claims and losses that may relate in any manner whatsoever to use of the License by the Licensee, its employees, agents, participants, guests or invitees, including without limitation any person entering District property pursuant to this Agreement. The insurance coverage shall additionally include a minimum of \$100,000 damage to rented premises coverage. The District and its supervisors, officers, employees, staff, and consultants shall be named as additional insured parties on such policy. A certificate of insurance reflecting such amounts and insureds shall be provided to the District at the time of execution of this Agreement. The Licensee understands and agrees that failure to provide a certificate of Event Insurance as required by this Section may cause the District to cancel the Event, without prior notice.

B. The Licensee (individually and on behalf of all persons in attendance at the Event in any way related to the Licensee), by virtue of his or her operation, organization, arrangement or sponsoring of the Event by the Licensee, agrees to defend, indemnify and hold harmless the District and its supervisors, officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, or demands by any person (including Event vendors and participants), corporation or other entity, for any injuries, sickness, disease, death, theft and real or personal property damage of any nature arising out of, or in connection with, the acts or omissions of the Licensee (and his or her agents, employees, invitees, and business associates) in connection with the use of the District’s property and facilities, participation in the Event, or violation of any laws, rules, and regulations. Should the Licensee or any Event vendor bring suit or any claim against the District or its respective officers, agents, staff, supervisors, members or employees in connection with the Event operated, organized, arranged or sponsored by the Licensee or any facility owned by the District, and fail to obtain judgment therein against the District or its respective officers, agents, staff, supervisors, members and employees, the Licensee shall be liable to the District for all costs and expenses incurred by it in the defense of such suit (including, but not limited to, court costs and attorneys’ fees through all appellate

proceedings, both in court and out of court). Provided, however, this indemnity excludes any claims or cause of action arising from or related to the District's gross negligence or willful misconduct.

C. Obligations under this Agreement shall include, but are not limited to, all costs including the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation and other related expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), and any interests accrued against the District.

D. In the event that the District is required to enforce this Agreement by court proceedings or otherwise, then the District shall be entitled to recover from the Licensee all costs incurred, including reasonable attorneys' fees.

E. Nothing in this Agreement shall be construed as a waiver of the District's sovereign immunity or limits of liability 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 for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law. The provisions of this paragraph shall survive suspension or revocation of the License or termination of this Agreement.

4. REVOCATION, SUSPENSION AND TERMINATION. The District and the Licensee acknowledge and agree that the License granted herein is a mere privilege and may be immediately suspended or revoked, with or without cause, at the sole discretion of the District. In the event the District exercises its right to suspend, revoke or terminate the License, the Licensee must expeditiously restore the District property to its same or better condition. The Licensee may terminate this Agreement upon written notice to the District. The failure of any party hereto to enforce any provision of this Agreement shall not be construed to be a waiver of such or any other provision, nor in any way to affect the validity of all or any part of this Agreement or the right of such party thereafter to enforce each and every provision. No waiver of any breach shall be held to constitute a waiver of any other or subsequent breach.

5. ENFORCEMENT OF AGREEMENT. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief, and specific performance. Notwithstanding this, the Licensee's right to recover damages from the District on any and all claims of any type shall be limited in all instances to no more than one hundred dollars (\$100).

6. CONTROLLING LAW; VENUE; REMEDIES. This Agreement and the provisions contained herein shall be construed, interpreted, and controlled according to the laws of the State of Florida. The Parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Polk County, Florida.

7. ENTIRE AGREEMENT. This is the entire Agreement of the Parties as it relates to the subject of this Agreement. This Agreement may not be amended except in writing signed by both Parties. This Agreement supersedes any prior agreement between the District and Licensee regarding the use of the License Area for the April 19, 2025 Event.

8. NON-TRANSFER OR ASSIGNMENT. The License shall be for the sole use by the Licensee and shall not be assigned or transferred without the prior written consent of the District in its sole discretion. A transfer or assignment of all or any part of the License without such prior written consent shall be void.

9. NOTICES. All notices, requests, consents, and other communications hereunder (each, a “**Notice**” or collectively, “**Notices**”) shall be in writing and shall be delivered, mailed by overnight courier or First Class Mail, postage prepaid, to the Parties at the addresses listed herein. 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 set forth herein.

10. PUBLIC RECORDS. The Licensee understands and agrees that all documents of any kind provided to the District in connection with this 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 **Governmental Management Services – Central Florida, LLC** (“**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, RECORDREQUEST@GMSCFL.COM, OR 219 EAST LIVINGSTON STREET, ORLANDO, FLORIDA 32801.

11. 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.

12. 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.

13. 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.

14. 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.

15. ANTI-HUMAN TRAFFICKING REQUIREMENTS. The Licensee certifies, by acceptance of the Agreement, that neither it nor its principals utilize coercion for labor or services as defined in section 787.06, *Florida Statutes*. The Licensee agrees to execute an affidavit in compliance with section 787.06(13), *Florida Statutes*.

[signatures on following page]

IN WITNESS WHEREOF, the Parties execute this Agreement the day and year first written above.

**HOLLY HILL ROAD EAST
COMMUNITY DEVELOPMENT DISTRICT**

DocuSigned by:
Adam Morgan
D8F17E6DF603436...

Chairperson, Board of Supervisors

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

Signed by:
Citrus Reserve HOA, Lora Lee Eberhart
77B3E25116694C9...
By: _____ Citrus Reserve HOA, Lora Lee Eberhart
Its: _____ Citrus Reserve HOA Board President

EXHIBIT A: License Property

Exhibit A
License Area

SECTION VII

SECTION B

SECTION 1



Sent Via Email: tadams@gmscfl.com

May 29, 2025

Ms. Tricia Adams
District Manager
Holly Hill Road East Community Development District
c/o Governmental Management Services
219 East Livingston Street
Orlando, Florida 32801

Subject: **Work Authorization Number 2025-2
Holly Hill Road East Community Development District
Annual Engineer’s Report 2025**

Dear Ms. Adams:

Dewberry Engineers Inc. (Engineer) is pleased to submit this Work Authorization to provide professional consulting engineering services for the Holly Hill Road East Community Development District (CDD). We will provide these services pursuant to our current agreement (“District Engineering Agreement”) as follows:

I. Scope of Work

We will provide the Annual Engineer’s Report for the CDD as required by the Trust Indenture for this fiscal year. The report will address the requirements as detailed in Section 9.21 of the Trust.

II. Fees

The CDD will compensate the Engineer pursuant to the hourly rate schedule contained in the District Engineering Agreement. We estimate a budget in the amount of \$3,000, plus other direct costs. The CDD will reimburse the Engineer all direct costs, which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Engineering Agreement.

Thank you for considering Dewberry. We look forward to helping you create a quality project.

Sincerely,

Joey V. Duncan, PE
Principal Engineer

Reinardo Malavé, P.E.
Associate Vice President

APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Holly Hill Road Community Development District

Date

SECTION C

*Item will be
provided under
separate cover.*

SECTION D

SECTION 1

Holly Hill Road East Community Development District

Summary of Check Register

May 1, 2025 to May 31, 2025

Fund	Date	Check No.'s	Amount
General Fund	5/1/25	218	\$ 6,298.16
	5/6/25	219-220	\$ 59,207.50
	5/15/25	221-225	\$ 173,825.98
	5/22/25	226-230	\$ 20,069.58
	5/28/25	231	\$ 175.00
			\$ 259,576.22
Total Amount			\$ 259,576.22

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
5/01/25	00029	5/01/25	05012025	202505	300-20700-10000		ASSESSMNT TRSFR-S2017	*	1,846.80		
5/01/25		5/01/25	05012025	202505	300-20700-10000		ASSESSMNT TRSFR-S2018	*	996.37		
5/01/25		5/01/25	05012025	202505	300-20700-10000		ASSESSMNT TRSFR-S2020A3	*	1,916.28		
5/01/25		5/01/25	05012025	202505	300-20700-10000		ASSESSMNT TRSFR-S2020A4	*	1,538.71		
HOLLY HILL ROAD EAST C/O USBANK										6,298.16	000218
5/06/25	00063	4/22/25	22445858	202503	310-51300-31100		ENGINEERING SVCS-MAR25	*	807.50		
DEWBERRY ENGINEERS INC.										807.50	000219
5/06/25	00016	5/06/25	05062025	202505	300-58100-10000		FY25 CAPITAL RSRV.TRNSFR	*	58,400.00		
HOLLY HILL ROAD EAST CDD										58,400.00	000220
5/15/25	00079	4/30/25	00070939	202504	310-51300-48000		MTG-ANNUAL AUDIT-4/25/25	*	275.03		
GANNETT MEDIA CORP DBA										275.03	000221
5/15/25	00001	5/01/25	243	202505	310-51300-34000		MANAGEMENT FEES-MAY25	*	3,750.00		
5/01/25		5/01/25	243	202505	310-51300-35200		WEBSITE MANAGEMENT-MAY25	*	105.00		
5/01/25		5/01/25	243	202505	310-51300-35100		INFORMATION TECH-MAY25	*	157.50		
5/01/25		5/01/25	243	202505	310-51300-31300		DISSEMINATION SVCS-MAY25	*	600.00		
5/01/25		5/01/25	243	202505	330-57200-12000		AMENITY ACCESS-MAY25	*	525.00		
5/01/25		5/01/25	243	202505	310-51300-51000		OFFICE SUPPLIES	*	.24		
5/01/25		5/01/25	243	202505	310-51300-42000		POSTAGE	*	24.33		
5/01/25		5/01/25	244	202505	320-53800-12000		FIELD MANAGEMENT-MAY25	*	1,666.67		
5/01/25		5/01/25	244	202505	310-51300-42500		STAPLE SEPERATE COVER	*	21.21		
GOVERNMENTAL MANAGEMENT SERVICES-CF										6,849.95	000222
5/15/25	00074	3/23/25	45600	202503	330-53800-49100		AMENITY FURNITURE	*	5,901.00		
PATIO SHOWCASE										5,901.00	000223
HHRD HOLLY HILL CDD CWRIGHT											

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
5/15/25	00025	4/24/25	17552	202504	320	53800	46500		BAHIA SOD INSTALL PRINCE & SONS INC.	*	800.00	800.00	000224
5/15/25	00084	5/13/25	05132025	202505	300	15100	10000		EXCESS FUNDS TXFER TO SBA STATE BOARD OF ADMINISTRATION	*	160,000.00	160,000.00	000225
5/22/25	00041	4/28/25	14868	202504	330	53800	48600		MONTHLY CLEAN SVC-APR25 CLEAN STAR SERVICES OF CENTRAL FL	*	1,295.00	1,295.00	000226
5/22/25	00058	5/15/25	12144	202504	310	51300	31500		GENERAL COUNSEL- APR25 KILINSKI VAN WYK PLLC	*	3,671.59	3,671.59	000227
5/22/25	00021	5/05/25	27727737	202505	330	53800	48000		PEST CONTROL-MAY25 ORKIN	*	77.00	77.00	000228
5/22/25	00025	5/01/25	17662	202505	320	53800	47300		RPLCD SPRAYS/ NOZZLES LANDSCAPE MAINT-MAY25 AMENITY LANDSCAPE-MAY25 RPLCD NOZZLES PRINCE & SONS INC.	*	321.84	11,082.75	13,050.99
		5/01/25	17710	202505	320	53800	46200			*	1,549.00		
		5/01/25	17710	202505	330	53800	48200			*	97.40		
		5/14/25	17932	202505	320	53800	47300			*			
5/22/25	00050	5/01/25	27232	202505	330	53800	48100		POOL MAINTENANCE-MAY25 RESORT POOL SERVICES	*	1,975.00	1,975.00	000230
5/28/25	00063	5/21/25	22449315	202504	310	51300	31100		ENGINEERING SVCS-APR25 DEWBERRY ENGINEERS INC.	*	175.00	175.00	000231
TOTAL FOR BANK C											259,576.22		
TOTAL FOR REGISTER											259,576.22		

SECTION 2

Holly Hill Road East
Community Development District

Unaudited Financial Reporting
April 30, 2025



Table of Contents

1	<hr/> <u>Balance Sheet</u>
2-3	<hr/> <u>General Fund</u>
4	<hr/> <u>Series 2017 Debt Service Fund</u>
5	<hr/> <u>Series 2018 Debt Service Fund</u>
6	<hr/> <u>Series 2020A3 Debt Service Fund</u>
7	<hr/> <u>Series 2020A4 Debt Service Fund</u>
8	<hr/> <u>Combined Capital Project Funds</u>
9	<hr/> <u>Capital Reserve Fund</u>
10-11	<hr/> <u>Month to Month</u>
12-13	<hr/> <u>Long Term Debt Report</u>
14	<hr/> <u>Assessment Receipt Schedule</u>

Holly Hill Road East
Community Development District
Combined Balance Sheet
April 30, 2025

	General Fund	Debt Service Fund	Capital Projects Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 452,394	\$ -	\$ -	\$ -	\$ 452,394
Money Market Account	\$ -	\$ -	\$ -	\$ 122,832	\$ 122,832
Investments:					
Series 2017					
Reserve	\$ -	\$ 113,777	\$ -	\$ -	\$ 113,777
Revenue	\$ -	\$ 315,551	\$ -	\$ -	\$ 315,551
Prepayment	\$ -	\$ 743	\$ -	\$ -	\$ 743
Redemption	\$ -	\$ 204	\$ -	\$ -	\$ 204
Series 2018					
Reserve	\$ -	\$ 61,656	\$ -	\$ -	\$ 61,656
Revenue	\$ -	\$ 168,328	\$ -	\$ -	\$ 168,328
Prepayment	\$ -	\$ 273	\$ -	\$ -	\$ 273
Construction	\$ -	\$ -	\$ 57	\$ -	\$ 57
Series 2020 A3					
Reserve	\$ -	\$ 122,109	\$ -	\$ -	\$ 122,109
Revenue	\$ -	\$ 276,471	\$ -	\$ -	\$ 276,471
Project Rating Agency	\$ -	\$ -	\$ 22,476	\$ -	\$ 22,476
Series 2020 A4					
Reserve	\$ -	\$ 95,700	\$ -	\$ -	\$ 95,700
Revenue	\$ -	\$ 222,568	\$ -	\$ -	\$ 222,568
Deposits	\$ 1,160	\$ -	\$ -	\$ -	\$ 1,160
Due from General Fund	\$ -	\$ 8,040	\$ -	\$ -	\$ 8,040
Prepaid Expenses	\$ 1,293	\$ -	\$ -	\$ -	\$ 1,293
Total Assets	\$ 454,847	\$ 1,385,419	\$ 22,533	\$ 122,832	\$ 1,985,632
Liabilities:					
Accounts Payable	\$ 13,358	\$ -	\$ -	\$ -	\$ 13,358
Due to Debt Service	\$ 8,040	\$ -	\$ -	\$ -	\$ 8,040
Total Liabilities	\$ 21,398	\$ -	\$ -	\$ -	\$ 21,398
Fund Balance:					
Nonspendable:					
Deposits & Prepaid Items	\$ 2,453	\$ -	\$ -	\$ -	\$ 2,453
Restricted for:					
Debt Service - Series 2017	\$ -	\$ 432,632	\$ -	\$ -	\$ 432,632
Debt Service - Series 2018	\$ -	\$ 231,529	\$ -	\$ -	\$ 231,529
Debt Service - Series 2020 A3	\$ -	\$ 401,026	\$ -	\$ -	\$ 401,026
Debt Service - Series 2020 A4	\$ -	\$ 320,233	\$ -	\$ -	\$ 320,233
Capital Projects	\$ -	\$ -	\$ 22,533	\$ -	\$ 22,533
Unassigned	\$ 430,996	\$ -	\$ -	\$ 122,832	\$ 553,828
Total Fund Balances	\$ 433,449	\$ 1,385,419	\$ 22,533	\$ 122,832	\$ 1,964,233
Total Liabilities & Fund Balance	\$ 454,847	\$ 1,385,419	\$ 22,533	\$ 122,832	\$ 1,985,632

Holly Hill Road East
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Assessments - Tax Roll	\$ 565,628	\$ 562,427	\$ 562,427	\$ -
Inta-Governmental Revenue	\$ 92,509	\$ -	\$ -	\$ -
Other Income	\$ -	\$ -	\$ 150	\$ 150
Total Revenues	\$ 658,137	\$ 562,427	\$ 562,577	\$ 150
Expenditures:				
<u>General & Administrative</u>				
Supervisor Fees	\$ 12,000	\$ 7,000	\$ 4,800	\$ 2,200
FICA Expenses	\$ -	\$ -	\$ 275	\$ (275)
Engineering Fees	\$ 10,000	\$ 5,833	\$ 1,360	\$ 4,473
Legal Services	\$ 25,000	\$ 14,583	\$ 22,226	\$ (7,643)
Arbitrage	\$ 1,800	\$ 900	\$ 900	\$ -
Dissemination	\$ 7,200	\$ 4,200	\$ 4,200	\$ -
Assessment Administration	\$ 5,565	\$ 5,565	\$ 5,565	\$ -
Annual Audit	\$ 4,100	\$ -	\$ -	\$ -
Trustee Fees	\$ 15,839	\$ 14,829	\$ 14,829	\$ -
Management Fees	\$ 45,000	\$ 26,250	\$ 26,250	\$ -
Information Technology	\$ 1,890	\$ 1,103	\$ 1,103	\$ -
Website Maintenance	\$ 1,260	\$ 735	\$ 735	\$ -
Telephone	\$ 100	\$ 58	\$ -	\$ 58
Postage & Delivery	\$ 750	\$ 438	\$ 594	\$ (156)
Copies	\$ 1,000	\$ 583	\$ 83	\$ 501
Office Supplies	\$ 200	\$ 117	\$ 2	\$ 115
Insurance	\$ 7,127	\$ 7,127	\$ 6,631	\$ 496
Legal Advertising	\$ 2,500	\$ 1,458	\$ 1,542	\$ (84)
Contingency	\$ 1,200	\$ 700	\$ 758	\$ (58)
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative	\$ 142,706	\$ 91,654	\$ 92,028	\$ (374)

Holly Hill Road East
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
<i>Operations & Maintenance</i>				
Field Expenditures				
Field Management	\$ 20,000	\$ 11,667	\$ 11,667	\$ (0)
Electric	\$ 10,000	\$ 5,833	\$ 4,873	\$ 960
Streetlighting	\$ 46,200	\$ 26,950	\$ 22,451	\$ 4,499
Property Insurance	\$ 9,327	\$ 9,327	\$ 5,773	\$ 3,554
Landscape Maintenance	\$ 142,593	\$ 83,179	\$ 77,579	\$ 5,600
Landscape Contingency	\$ 22,000	\$ 12,833	\$ 14,790	\$ (1,957)
Irrigation Repairs	\$ 7,500	\$ 4,375	\$ 1,958	\$ 2,417
Sidewalk Repairs & Maintenance	\$ 5,000	\$ 2,917	\$ -	\$ 2,917
General Repairs & Maintenance	\$ 17,500	\$ 17,500	\$ 49,686	\$ (32,186)
Contingency	\$ 10,000	\$ 5,833	\$ 3,599	\$ 2,235
Subtotal Field Expenditures	\$ 290,120	\$ 180,415	\$ 192,375	\$ (11,961)
Amenity Expenditures				
Property Insurance	\$ 17,864	\$ 17,864	\$ 14,134	\$ 3,730
Amenity Landscaping	\$ 18,588	\$ 10,843	\$ 10,843	\$ -
Amenity Landscape Replacement	\$ 13,000	\$ 7,583	\$ -	\$ 7,583
Electric	\$ 23,760	\$ 13,860	\$ 11,278	\$ 2,582
Water	\$ 680	\$ 397	\$ 369	\$ 28
Internet	\$ 2,376	\$ 1,386	\$ 1,260	\$ 126
Janitorial Services	\$ 16,900	\$ 9,858	\$ 8,907	\$ 952
Pest Control	\$ 840	\$ 490	\$ 503	\$ (13)
Amenity Access Management	\$ 6,300	\$ 3,675	\$ 3,675	\$ -
Security Services	\$ 33,886	\$ 19,767	\$ 12,830	\$ 6,937
Amenity Repairs & Maintenance	\$ 19,800	\$ 11,550	\$ 2,525	\$ 9,025
Pool Maintenance	\$ 23,700	\$ 13,825	\$ 14,275	\$ (450)
Playground Lease	\$ 52,129	\$ 30,409	\$ 9,635	\$ 20,774
Contingency	\$ 12,031	\$ 7,018	\$ 11,841	\$ (4,823)
Subtotal Amenity Expenditures	\$ 241,854	\$ 148,525	\$ 102,074	\$ 46,451
Total Operations & Maintenance	\$ 531,974	\$ 328,939	\$ 294,449	\$ 34,490
Total Expenditures	\$ 674,680	\$ 420,593	\$ 386,477	\$ 34,116
Excess (Deficiency) of Revenues over Expenditures	\$ (16,543)		\$ 176,100	
<i>Other Financing Sources/(Uses):</i>				
Transfer Out - Capital Reserve	\$ (58,400)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (58,400)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (74,943)		\$ 176,100	
Fund Balance - Beginning	\$ 74,943		\$ 257,349	
Fund Balance - Ending	\$ -		\$ 433,449	

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 April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Assessments - Tax Roll	\$ 229,722	\$ 228,421	\$ 228,421	\$ -
Interest	\$ 6,501	\$ 3,792	\$ 6,799	\$ 3,007
Total Revenues	\$ 236,223	\$ 232,213	\$ 235,221	\$ 3,007
Expenditures:				
Interest - 11/1	\$ 76,016	\$ 76,016	\$ 76,016	\$ -
Principal - 5/1	\$ 75,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 76,016	\$ -	\$ -	\$ -
Total Expenditures	\$ 227,033	\$ 76,016	\$ 76,016	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 9,190		\$ 159,204	
Fund Balance - Beginning	\$ 157,351		\$ 273,428	
Fund Balance - Ending	\$ 166,542		\$ 432,632	

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 April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Assessments - Tax Roll	\$ 123,938	\$ 123,236	\$ 123,236	\$ -
Interest	\$ 3,489	\$ 2,035	\$ 3,636	\$ 1,600
Total Revenues	\$ 127,427	\$ 125,272	\$ 126,872	\$ 1,600
Expenditures:				
Interest - 11/1	\$ 42,719	\$ 42,719	\$ 42,719	\$ -
Principal - 5/1	\$ 35,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 42,719	\$ -	\$ -	\$ -
Total Expenditures	\$ 120,438	\$ 42,719	\$ 42,719	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 6,990		\$ 84,153	
Fund Balance - Beginning	\$ 84,472		\$ 147,376	
Fund Balance - Ending	\$ 91,462		\$ 231,529	

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 April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Assessments - Tax Roll	\$ 238,365	\$ 237,015	\$ 237,015	\$ -
Interest	\$ 6,166	\$ 3,756	\$ 6,439	\$ 2,683
Total Revenues	\$ 244,532	\$ 240,771	\$ 243,454	\$ 2,683
Expenditures:				
Interest - 11/1	\$ 85,000	\$ 85,000	\$ 85,000	\$ -
Principal - 11/1	\$ 65,000	\$ 65,000	\$ 65,000	\$ -
Interest - 5/1	\$ 83,700	\$ -	\$ -	\$ -
Total Expenditures	\$ 233,700	\$ 150,000	\$ 150,000	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 10,832		\$ 93,454	
Fund Balance - Beginning	\$ 184,378		\$ 307,572	
Fund Balance - Ending	\$ 195,210		\$ 401,026	

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 April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Assessments - Tax Roll	\$ 191,400	\$ 190,316	\$ 190,316	\$ -
Interest	\$ 4,519	\$ 2,636	\$ 4,677	\$ 2,041
Total Revenues	\$ 195,918	\$ 192,952	\$ 194,993	\$ 2,041
Expenditures:				
Interest - 11/1	\$ 61,200	\$ 61,200	\$ 61,200	\$ -
Principal - 5/1	\$ 70,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 61,200	\$ -	\$ -	\$ -
Total Expenditures	\$ 192,400	\$ 61,200	\$ 61,200	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 3,518		\$ 133,793	
Fund Balance - Beginning	\$ 88,897		\$ 186,440	
Fund Balance - Ending	\$ 92,416		\$ 320,233	

Holly Hill Road East
Community Development District
Combined Capital Project Funds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2025

	Series	Series	Series	
	2018	2020 A3	2020 A4	Total
Revenues				
Interest	\$ 1	\$ 543	\$ -	\$ 544
Total Revenues	\$ 1	\$ 543	\$ -	\$ 544
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	-
Excess (Deficiency) of Revenues over Expenditures	\$ 1	\$ 543	\$ -	\$ 544
Net Change in Fund Balance	\$ 1	\$ 543	\$ -	\$ 544
Fund Balance - Beginning	\$ 56	\$ 21,933	\$ 0	\$ 21,989
Fund Balance - Ending	\$ 57	\$ 22,476	\$ 0	\$ 22,533

Holly Hill Road East
Community Development District
Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2025

	Adopted Budget	Prorated Budget Thru 04/30/25	Actual Thru 04/30/25	Variance
Revenues:				
Interest	\$ 1,235	\$ 1,235	\$ 2,778	\$ 1,543
Total Revenues	\$ 1,235	\$ 1,235	\$ 2,778	\$ 1,543
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,235		\$ 2,778	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ 58,400	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ 58,400	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 59,635		\$ 2,778	
Fund Balance - Beginning	\$ 119,506		\$ 120,054	
Fund Balance - Ending	\$ 179,141		\$ 122,832	

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	\$ -	\$ 13,372	\$ 538,513	\$ 4,160	\$ 1,826	\$ -	\$ 4,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 562,427
Intra-Governmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income	\$ -	\$ 90	\$ -	\$ 30	\$ -	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Total Revenues	\$ -	\$ 13,462	\$ 538,513	\$ 4,190	\$ 1,826	\$ 30	\$ 4,556	\$ -	\$ 562,577				

Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 1,200	\$ -	\$ -	\$ 1,800	\$ 800	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800
FICA Expenses	\$ -	\$ -	\$ -	\$ -	\$ 138	\$ 61	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275
Engineering Fees	\$ -	\$ -	\$ -	\$ 263	\$ 115	\$ 808	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,360
Legal Services	\$ 1,220	\$ 4,236	\$ 794	\$ 2,484	\$ 4,485	\$ 5,337	\$ 3,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,226
Arbitrage	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Dissemination	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,200
Assessment Administration	\$ 5,565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,565
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ 4,323	\$ -	\$ 6,465	\$ -	\$ 4,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,829
Management Fees	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,250
Information Technology	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,103
Website Maintenance	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 735
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage & Delivery	\$ 137	\$ 47	\$ 102	\$ 224	\$ 13	\$ 59	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 594
Copies	\$ -	\$ -	\$ 4	\$ 23	\$ 44	\$ 5	\$ 7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2
Insurance	\$ 6,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,631
Legal Advertising	\$ 959	\$ -	\$ -	\$ -	\$ -	\$ 309	\$ 275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,542
Contingency	\$ 106	\$ 106	\$ 106	\$ 106	\$ 111	\$ 111	\$ 111	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 758
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 23,729	\$ 11,102	\$ 12,084	\$ 7,712	\$ 15,358	\$ 12,102	\$ 9,941	\$ -	\$ 92,028				

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	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,667
Electric	\$ 695	\$ 627	\$ 599	\$ 731	\$ 779	\$ 709	\$ 733	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,873
Streetlighting	\$ 4,183	\$ 2,203	\$ 3,193	\$ 3,193	\$ 3,199	\$ 3,199	\$ 3,282	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,451
Property Insurance	\$ 5,773	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,773
Landscape Maintenance	\$ 11,083	\$ 11,083	\$ 11,083	\$ 11,083	\$ 11,083	\$ 11,083	\$ 11,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,579
Landscape Contingency	\$ -	\$ -	\$ -	\$ 550	\$ -	\$ -	\$ 14,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,790
Irrigation Repairs	\$ 736	\$ 83	\$ 348	\$ 266	\$ 318	\$ 207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,958
Sidewalk Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Repairs & Maintenance	\$ 3,482	\$ 2,078	\$ 9,274	\$ 500	\$ 8,782	\$ 22,765	\$ 2,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,686
Contingency	\$ -	\$ -	\$ 3,499	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,599
Subtotal Field Expenditures	\$ 27,618	\$ 17,741	\$ 29,661	\$ 17,989	\$ 25,927	\$ 39,630	\$ 33,809	\$ -	\$ 192,375				
Amenity Expenditures													
Property Insurance	\$ 14,134	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,134
Amenity Landscaping	\$ 1,549	\$ 1,549	\$ 1,549	\$ 1,549	\$ 1,549	\$ 1,549	\$ 1,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,843
Amenity Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric	\$ 1,650	\$ 1,588	\$ 1,473	\$ 1,550	\$ 1,694	\$ 1,577	\$ 1,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,278
Water	\$ 65	\$ 52	\$ 48	\$ 48	\$ 46	\$ 53	\$ 56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 369
Internet	\$ 180	\$ -	\$ 360	\$ 180	\$ -	\$ 360	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,260
Janitorial Services	\$ 770	\$ 1,797	\$ 1,240	\$ 1,220	\$ 1,255	\$ 1,330	\$ 1,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,907
Pest Control	\$ 65	\$ 65	\$ 65	\$ 77	\$ 77	\$ 77	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 503
Amenity Access Management	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,675
Security Services	\$ 1,736	\$ 2,479	\$ 1,938	\$ 1,723	\$ 1,723	\$ 3,230	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,830
Amenity Repairs & Maintenance	\$ 357	\$ 433	\$ 1,100	\$ -	\$ 200	\$ -	\$ 435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,525
Pool Maintenance	\$ 2,425	\$ 1,975	\$ 1,975	\$ 1,975	\$ 1,975	\$ 1,975	\$ 1,975	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,275
Playground Lease	\$ 1,376	\$ 1,376	\$ 1,376	\$ 1,376	\$ 1,376	\$ 1,376	\$ 1,376	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,635
Contingency	\$ -	\$ -	\$ 2,140	\$ -	\$ -	\$ 5,901	\$ 3,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,841
Subtotal Amenity Expenditures	\$ 24,832	\$ 11,840	\$ 13,790	\$ 10,223	\$ 10,421	\$ 17,954	\$ 13,014	\$ -	\$ 102,074				
Total Operations & Maintenance	\$ 52,450	\$ 29,580	\$ 43,451	\$ 28,213	\$ 36,348	\$ 57,583	\$ 46,823	\$ -	\$ 294,449				
Total Expenditures	\$ 76,179	\$ 40,682	\$ 55,535	\$ 35,925	\$ 51,706	\$ 69,686	\$ 56,764	\$ -	\$ 386,477				
Excess (Deficiency) of Revenues over Expenditures	\$ (76,179)	\$ (27,220)	\$ 482,978	\$ (31,735)	\$ (49,881)	\$ (69,656)	\$ (52,208)	\$ -	\$ 176,100				
Other Financing Sources/Uses:													
Transfer Out - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (76,179)	\$ (27,220)	\$ 482,978	\$ (31,735)	\$ (49,881)	\$ (69,656)	\$ (52,208)	\$ -	\$ 176,100				

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)
Less: Principal Payment 5/1/24	(\$70,000)
Current Bonds Outstanding	\$3,180,000

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)
Less: Principal Payment 5/1/24	(\$35,000)
Current Bonds Outstanding	\$1,655,000

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	\$122,109	
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)
Less: Principal Payment 11/1/24		(\$65,000)
Current Bonds Outstanding		\$3,410,000

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)
Less: Principal Payment 5/1/24		(\$65,000)
Current Bonds Outstanding		\$3,135,000

Holly Hill Road East CDD
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2025

ON ROLL ASSESSMENTS

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

41.93% 17.03% 9.19% 17.67% 14.19% 100.00%

Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts	General Fund	2017 Debt Service	2018 Debt Service	2020 A3 Debt Service	2020 A4 Debt Service	Total
11/13/24	10/21/24	\$4,546.44	(\$238.71)	(\$86.15)	\$0.00	\$4,221.58	\$1,770.02	\$718.87	\$387.84	\$745.91	\$598.94	\$4,221.58
11/15/24	10/01-10/31/24	\$2,179.33	(\$87.17)	(\$41.84)	\$0.00	\$2,050.32	\$859.66	\$349.14	\$188.36	\$362.27	\$290.89	\$2,050.32
11/19/24	11/01-11/07/24	\$16,609.28	(\$664.44)	(\$318.90)	\$0.00	\$15,625.94	\$6,551.63	\$2,660.84	\$1,435.56	\$2,760.95	\$2,216.96	\$15,625.94
11/26/24	11/08-11/15/24	\$26,042.07	(\$1,041.68)	(\$500.01)	\$0.00	\$24,500.38	\$10,272.49	\$4,172.02	\$2,250.86	\$4,328.98	\$3,476.03	\$24,500.38
11/30/24	1% ADJ	(\$14,505.99)	\$0.00	\$0.00	\$0.00	(\$14,505.99)	(\$6,082.06)	(\$2,470.13)	(\$1,332.67)	(\$2,563.07)	(\$2,058.06)	(\$14,505.99)
12/06/24	11/16-11/26/24	\$94,640.08	(\$3,785.69)	(\$1,817.09)	\$0.00	\$89,037.30	\$37,331.45	\$15,161.60	\$8,179.89	\$15,732.04	\$12,632.32	\$89,037.30
12/20/24	11/27-11/30/24	\$1,262,462.17	(\$50,498.11)	(\$24,239.28)	\$0.00	\$1,187,724.78	\$497,987.82	\$202,250.19	\$109,116.65	\$209,859.59	\$168,510.53	\$1,187,724.78
12/27/24	12/1-12/15/24	\$8,060.01	(\$286.61)	(\$155.47)	\$0.00	\$7,617.93	\$3,194.03	\$1,297.21	\$699.86	\$1,346.02	\$1,080.81	\$7,617.93
01/10/25	12/16-12/31/24	\$10,437.28	(\$313.12)	(\$202.48)	\$0.00	\$9,921.68	\$4,159.95	\$1,689.50	\$911.50	\$1,753.07	\$1,407.66	\$9,921.68
2/3/25	10/1-12/31/24	\$0.00	\$0.00	\$0.00	\$2,071.86	\$2,071.86	\$868.69	\$352.80	\$190.34	\$366.08	\$293.95	\$2,071.86
02/10/25	1/1-1/31/25	\$2,376.76	(\$47.53)	(\$46.58)	\$0.00	\$2,282.65	\$957.07	\$388.70	\$209.71	\$403.32	\$323.85	\$2,282.65
04/11/25	3/1-3/31/25	\$11,066.75	\$0.00	(\$221.34)	\$0.00	\$10,845.41	\$4,547.25	\$1,846.80	\$996.37	\$1,916.28	\$1,538.71	\$10,845.41
04/30/25	1/1-3/31/25	\$0.00	\$0.00	\$0.00	\$22.06	\$22.06	\$9.24	\$3.76	\$2.03	\$3.90	\$3.13	\$22.06
TOTAL		\$ 1,423,914.18	\$ (56,963.06)	\$ (27,629.14)	\$ 2,093.92	\$ 1,341,415.90	\$ 562,427.24	\$ 228,421.30	\$ 123,236.30	\$ 237,015.34	\$ 190,315.72	\$ 1,341,415.90

99%	Net Percent Collected
\$7,641.24	Balance Remaining to Collect

SECTION 3

**BOARD OF SUPERVISORS MEETING AND WORKSHOP DATES
HOLLY HILL ROAD EAST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026**

The Board of Supervisors of the Holly Hill Road East Community Development District (“District”) will hold their regular meetings for Fiscal Year 2025/2026 (beginning October 1, 2025, and ending September 30, 2026) at the Lake Alfred Public Library, 245 N. Seminole Ave, Lake Alfred, FL 33850 at **11:00 a.m. on the 2nd Tuesday of each month**, unless otherwise indicated, for the purpose of considering any business that may come before the Board on the following dates:

**October 14, 2025
November 11, 2025
December 9, 2025
January 13, 2026
February 10, 2026
March 10, 2026
April 14, 2026
May 12, 2026
June 9, 2026
July 14, 2026
August 11, 2026
September 8, 2026**

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings and workshops may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained by contacting the District Office, Governmental Management Services – Central Florida, LLC, by mail at 219 East Livingston Street, Orlando, FL 32801, or by phone at (407) 841-5524, or by visiting the District’s website: <https://hollyhillroadeastdcd.com/>.

There may be occasions when one or more Board supervisors or staff will participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at any meeting or workshop because of a disability or physical impairment should contact the District Office at 813-533-2950 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at a meeting with respect to any matter considered at the meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Tricia L. Adams
District Manager

SECTION 4



Memorandum

To: Board of Supervisors

From: District Management

Date: August 13, 2024

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during their 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals & objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance their commitment to the accountability and transparency of the District.

Exhibit A:
Goals, Objectives and Annual Reporting Form

Holly Hill Road East Community Development District

Performance Measures/Standards & Annual Reporting Form

October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes No

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes No

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes No

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes No

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes No

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes No

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes No

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes No

Chair/Vice Chair: _____
Date: 2024-08-16
Print Name: Adam Morgan
Holly Hill Road East Community Development District

DocuSigned by:
Adam Morgan
D8F17F6DF603436...

District Manager: _____
Date: 2024-08-16
Print Name: Tricia Adams
Holly Hill Road East Community Development District

Signed by:
Tricia Adams
3B3E5FA5C67E43B...

SECTION B

Holly Hill Road East Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes No

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes No

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes No

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes No

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes No

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes No

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes No

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD’s website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes No

Chair/Vice Chair: _____

Date: _____

Print Name: _____

Holly Hill Road East Community Development District

District Manager: _____

Date: _____

Print Name: _____

Holly Hill Road East Community Development District

SECTION 5



April 15, 2025

Iman Sakalla – Recording Secretary
Holly Hill Road East CDD Office
219 E. Livingston Street
Orlando, Florida 32801-1508

**RE: Holly Hill Road East Community Development District Registered
Voters**

Dear Ms. Sakalla,

In response to your request, there are currently **896** voters within the Holly Hill Road East Community Development District. This number of registered voters in said District is as of **April 15, 2025**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

A handwritten signature in black ink that reads "Melony M. Bell".

Melony M. Bell
Supervisor of Elections
Polk County, Florida

P.O. Box 1460, Bartow, FL 33831 • Phone: (863) 534-5888

PolkElections.gov

Para asistencia en Español, por favor de llamar al (863) 534-5888