



**HILLCREST  
COMMUNITY DEVELOPMENT  
DISTRICT**

**BROWARD COUNTY  
SPECIAL BOARD MEETING  
JULY 24, 2019  
3:00 P.M.**

Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410

[www.hillcrestcdd.org](http://www.hillcrestcdd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**HILLCREST**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Parkview at Hillcrest Clubhouse  
4600 Hillcrest Drive  
Hollywood, Florida 33021  
**SPECIAL BOARD MEETING**  
**July 24, 2019**  
**3:00 P.M.**

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish a Quorum
- D. Consider Resignation of Brad Hartman – Effective April 19, 2019.....Page 2
- E. Consider Appointments to Fill Vacancies
- F. Administer Oath of Office & Review Board Member Responsibilities and Duties
- G. Election of Officers
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items Not on the Agenda
- J. Approval of Minutes
  - 1. April 18, 2019 Regular Board Meeting Minutes.....Page 3
- K. Old Business
- L. New Business
  - 1. Consider Resolution No. 2019-02 – Announcement of the Second Landowners’ Meeting...Page 6
- M. Administrative Matters
- N. Board Members Comments
- O. Adjourn

## **Broward Daily Business Review**

July 15, 2019

Miscellaneous Notices

### **NOTICE OF SPECIAL BOARD MEETING OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors (the "Board") of the Hillcrest Community Development District (the "District") will hold a Special Board Meeting on July 24, 2019, at 3:00 p.m. in the Parkview at Hillcrest Clubhouse - Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021. The purpose of the Special Board Meeting is for the Board to consider the resolution Calling for the Second Landowners' Meeting and any District business which may lawfully and properly come before the Board. A copy of the agenda for this meeting may be obtained at the offices of the District Manager, 6625 Miami Lakes Drive, Suite 374, Miami Lakes, Florida 33014, during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Board members will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (305) 777-0761 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Special Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Hillcrest Community Development District

[www.hillcrestcdd.org](http://www.hillcrestcdd.org)

7/15 19-60/0000412476B

Date: April 18, 2019

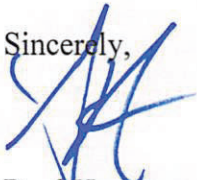
Board of Supervisors  
Hillcrest Community Development District  
C/o Special District Services, Inc.,  
6625 Miami Lakes Drive, Suite 374  
Miami Lakes, FL 33014

**RE: Resignation**

Dear Board of Supervisors,

Please be advised that I am resigning my position as Board Member and Officer on the **Hillcrest Community Development District** Board of Supervisors effective immediately April 19, 2019.

Sincerely,



Brad Hartman

**HILLCREST COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
APRIL 18, 2019**

**A. CALL TO ORDER**

District Manager Armando Silva called the April 18, 2019, Regular Board Meeting of the Hillcrest Community Development District (the “District”) to order at 2:57 p.m. in the Parkview at Hillcrest Clubhouse Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021.

**B. PROOF OF PUBLICATION**

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in the *Broward Daily Business Review* on January 7, 2019, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Silva determined that the attendance of Chairman Andrew Maxey, Vice Chairman David Kanarek and Supervisors Brad Hartman and Patrick Gonzalez (via telephone) constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Managers Armando Silva and Nancy Nguyen of Special District Services, Inc.; and General Counsel Jonathan Johnson (via telephone) of Hopping, Green & Sams, P.A.

Also present was: Millie Whitehead of Castle Group, Plantation, Florida.

**D. CONSIDER RESIGNATION OF MATT NELSON – EFFECTIVE DECEMBER 31, 2018**

Mr. Silva advised that he was in possession of Mr. Nelson’s resignation letter with an effective date of December 31, 2018, and it would be in order to formally accept the resignation as presented. A discussion ensued after which;

A <b>MOTION</b> was made by Mr. Maxey, seconded by Mr. Hartman and unanimously passed to approve and accept the resignation of Matt Nelson with an effective date of December 31, 2018.
---

**E. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**G. APPROVAL OF MINUTES**

**1. October 18, 2018, Regular Board Meeting**

Mr. Silva presented the minutes of the October 18, 2018, Regular Board Meeting and asked if there were any corrections and/or revisions. There being none, a **MOTION** was made by Mr. Kanarek, seconded by Mr. Hartman and passed unanimously approving the minutes of the October 18, 2018, Regular Board Meeting, as presented.

## **H. OLD BUSINESS**

There were no Old Business items to come before the Board.

## **I. NEW BUSINESS**

### **1. Consider Resolution No. 2019-01 – Adopting a Fiscal Year 2019/2020 Proposed Budget**

Mr. Silva presented Resolution No. 2019-01, entitled:

#### **RESOLUTION NO. 2019-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2019/2020 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Silva read the title of the resolution into the record and provided a brief overview of the proposed budget. He stated that the overall assessment for the fiscal year 2019/2020 would remain the same as the fiscal year 2018/2019 assessment, so letters to residents would not be required. A discussion ensued after which;

A **MOTION** was made by Mr. Kanarek, seconded by Mr. Hartman and unanimously passed to approve and adopt Resolution No. 2019-01, as presented, setting the public hearing to adopt the 2019/2020 Fiscal Year Final Budget and Assessments for August 15, 2019, at 2:00 p.m. in the Parkview at Hillcrest Clubhouse Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021; and further authorizing the advertising of the Public Hearing, as required by law.

## **J. ADMINISTRATIVE MATTERS**

### **1. Audit Committee Meeting**

#### **a. Waiver of Three (3) Audit Proposer Rule**

#### **b. Ranking of Auditor Proposal and Selection of Audit Firm**

Mr. Silva recessed the Regular Board Meeting at 3:02 p.m. and simultaneously called to order a meeting of the Audit Committee.

Mr. Silva explained that the purpose of the Audit Committee Meeting was to rank and recommend, in order of preference, no fewer than three (3) audit firms to perform the required auditing services for three (3) fiscal years commencing with the 2017/2018 audit and to include a 2-year renewal option.

The District Manager (“DM”), who was previously appointed to the Audit Committee, explained that **two (2) audit firms** had responded. Consequently, the DM asked the Audit Committee to waive the three (3) audit proposer rule and to also rank the firm of Grau & Associates as #1, the only qualified and responsible firm. A discussion ensued after which:

A **MOTION** was made by Mr. Kanarek, seconded by Mr. Hartman and passed unanimously authorizing the District Manager to engage the firm of Grau & Associates, who was ranked as #1 and is a qualified and responsible auditing firm (current auditor), to perform audits for the three (3) fiscal years 2017/2018, 2018/2019 and 2019/2020; the fees for each fiscal year will be \$3,400, \$3,500 and \$3,600, respectively; to provide in the engagement a 2-year renewal option for the fiscal years 2020/2021 and 2021/2022; and which fees for the optional years, subject to fee adjustments for inflation, will be \$3,700 and \$3,800, respectively.

There being no further Audit Committee business to conduct, Mr. Silva adjourned the Audit Committee Meeting and simultaneously reconvened the Regular Board Meeting at 3:03 p.m.

Mr. Silva recommended that the Board accept the ranking and recommendation of the Audit Committee. A discussion ensued after which;

A **MOTION** was made by Mr. Maxey, seconded by Mr. Kanarek and passed unanimously authorizing the District Manager to engage the firm of Grau & Associates, ranked as #1 and a qualified and responsible auditing firm (current auditor), to perform audits for the three (3) fiscal years 2018/2019, 2019/2020 and 2021/2022; the fees for each fiscal year will be \$3,400, \$3,500 and \$3,600, respectively; to provide in the engagement a 2-year renewal option for the fiscal years 2020/2021 and 2021/2022; and which fees for the optional years, subject to fee adjustments for inflation, will be \$3,700 and \$3,800, respectively.

## **2. Discussion Regarding Board Vacancy**

Mr. Silva advised that there was a vacancy on the Board of Supervisors and that the vacancy must be filled as soon as possible to assure a quorum for future meetings.

### **K. BOARD MEMBER COMMENTS**

There were no comments from the Members of the Board.

### **L. ADJOURNMENT**

There being no further business to come before the Board, a **MOTION** was made by Mr. Maxey, seconded by Mr. Kanarek and unanimously passed to adjourn the Regular Board Meeting at 3:04 p.m.

---

Secretary/Assistant Secretary

---

Chairperson/Vice-Chairperson

**RESOLUTION NO. 2019-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT ORDERING AND CALLING FOR THE SECOND LANDOWNERS' MEETING AND PUBLIC NOTICE THEREOF FOR THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT'S ELECTION OF MEMBERS TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Hillcrest Community Development District ("District") was established by Ordinance #0-2017-17 of the Board of City Commissioners of Hollywood, Florida, pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, as outlined in Chapter 190, Section 190.006, *Florida Statutes*, a second landowners' election shall be announced at a public meeting of the Board at least ninety (90) days prior to the date of the landowners' meeting, which meeting shall be held on the first Tuesday in November and for the purpose of electing three (3) supervisors; and

**WHEREAS**, at such meeting, each landowner shall be entitled to cast one (1) vote per acre (or fraction thereof) or one (1) vote for each platted lot of land owned and located within the District for each person to be elected; and

**WHEREAS**, the two (2) candidates receiving the highest number of votes shall each serve a four (4) year term of office and the one (1) candidate receiving the next largest number of votes shall serve a two (2) year term of office; and

**WHEREAS**, a Notice of the Landowners' Meeting shall be published once a week for two (2) consecutive weeks in a newspaper of general circulation in the area of the District, the last day of such publication to be not fewer than 14 days or more than 28 days before the date of the election.

**WHEREAS**, attached hereto as Exhibit "A" and made a part hereof are (i) instructions (Election Procedures) on how all landowners may participate in the election, (ii) proxy form that may be utilized by the landowners at such meeting; and (iii) a sample ballot for information purposes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The Landowners' Meeting will be held on November 5, 2019 at 2:00 p.m. in the Parkview at Hillcrest Clubhouse – Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 3302.

**Section 3.** The instructions (Election Procedures), proxy form and sample ballot attached hereto as Exhibit "A" are hereby acknowledged and approved.

**Section 4.** A Notice of the Landowners' Meeting shall be published as prescribed by law.

**PASSED, ADOPTED and EFFECTIVE** this 24<sup>th</sup> day of July, 2019.

**ATTEST:**

**HILLCREST  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson