



**HILLCREST  
COMMUNITY DEVELOPMENT  
DISTRICT**

**BROWARD COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 18, 2021  
2:00 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  
**REGULAR BOARD MEETING**  
February 18, 2021  
2:00 P.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish a Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. October 15, 2020 Special Board Meeting.....Page 3
- G. Old Business
  - 1. Staff Report as Required
- H. New Business
  - 1. Consider Resolution No. 2021-01 – Adopting a Fiscal Year 2021/2022 Proposed Budget.....Page 6
- I. Administrative & Operational Matters
  - 1. Staff Report as Required
- J. Board Members & Staff Closing Comments
- K. Adjourn

**BROWARD DAILY BUSINESS REVIEW**

Published Daily except Saturday, Sunday and  
Legal Holidays  
Ft. Lauderdale, Broward County, Florida

**STATE OF FLORIDA COUNTY  
OF BROWARD:**

Before the undersigned authority personally appeared SCHERRIE A. THOMAS, who on oath says that he or she is the LEGAL CLERK, of the Broward Daily Business Review f/ k/a Broward Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Fort Lauderdale, in Broward County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

**HILLCREST COMMUNITY DEVELOPMENT DISTRICT - FISCAL  
YEAR 2020/2021 REGULAR MEETING SCHEDULE**

in the XXXX Court,  
was published in said newspaper in the issues of

10/05/2020

Affiant further says that the said Broward Daily Business Review is a newspaper published at Fort Lauderdale, in said Broward County, Florida and that the said newspaper has heretofore been continuously published in said Broward County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Fort Lauderdale in said Broward County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

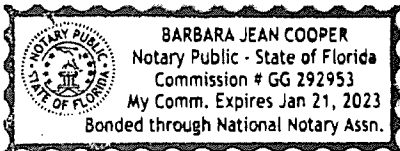
*Scherrie A Thomas*

Sworn to and subscribed before me this  
5 day of OCTOBER, A.D. 2020

*Barbara Jean Cooper*

(SEAL)

SCHERRIE A. THOMAS personally known to me



**HILLCREST COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2020/2021  
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Hillcrest Community Development District (the "District") will hold Regular Meetings at 2:00 p.m. at the Parkview at Hillcrest Clubhouse - Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021 on the following dates:

- October 15, 2020
- November 19, 2020
- January 21, 2021
- February 18, 2021
- March 18, 2021
- April 15, 2021
- May 20, 2021
- June 17, 2021
- July 15, 2021
- August 19, 2021
- September 16, 2021

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922.

There may be occasions when one or two 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. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

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

SEE ATTACHED

seven (7) days prior to the date of the particular meeting.

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

HILLCREST COMMUNITY DEVELOPMENT DISTRICT

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

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**HILLCREST COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
OCTOBER 15, 2020**

*Note: The Hillcrest Community Development District (the “District”) Special Board Meeting was held via technological means as a result of the public health emergency that exists in the State of Florida as a consequence of the COVID-19 coronavirus, in light of the guidelines established by the Centers for Disease Control for the protection of all members of the community, and with the authority granted by Executive Orders issued by Governor Ron DeSantis, including Executive Order 20-69 (Emergency Management—COVID-19—Local Government Public Meetings) authorizing the use of communications technology, as provided in Section 120.54(5)(b)2, Florida Statutes.*

**A. CALL TO ORDER**

District Manager Nancy Nguyen called the October 15, 2020, Special Board Meeting of District to order at approximately 2:02 p.m. via technological means pursuant to Executive Orders 20-52, 20-69, 20-112, 20-114, 20-150, 20-179, 20-193, and 20-1246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 24, 2020, July 29, 2020, August 7, 2020, and September 30, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

**B. PROOF OF PUBLICATION**

Ms. Nguyen presented proof of publication that notice of the Special Board Meeting had been published in the *Broward Daily Business Review* on October 7, 2020, as legally required.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the virtual attendance of Vice Chairman David Kanarek and Supervisors Patrick Gonzalez and Andrew Maxey constituted a quorum and it was in order to proceed with the meeting.

Staff in virtual attendance were: District Manager Nancy Nguyen of Special District Services, Inc.; and District Counsel Jonathan Johnson of Hopping Green & Sams, P.A. (who arrived at 2:05 p.m.).

Also in virtual attendance was Daniel Lemus of Pulte Homes.

**D. ADMINISTER OATH OF OFFICE AND REVIEW NEW BOARD MEMBER DUTIES AND RESPONSIBILITIES**

Ms. Nguyen advised the Board that there was currently a vacancy in Seat #3 which term expires in November 2023. Ms. Nguyen indicated that she had received Mr. Lemus’ Oath of Office and went on to explain that the Sunshine Law and Officer responsibilities were discussed with Mr. Lemus prior to the meeting. A discussion ensued after which:

A **motion** was made by Mr. Gonzalez, seconded by Mr. Kanarek and unanimously passed appointing Mr. Lemus to the unexpired 4-year term of office in Seat #3 and such term of office will expire in November 2023.

**E. ELECTION OF OFFICERS**

As a result of the changes to the Board of the District, Ms. Nguyen recommended that re-election of the District's Officers take place. The following slate of names were provided for election:

- Chairperson – David Kanarek
- Vice Chairperson – Daniel Lemus
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Bradley Kesselman, Patrick Gonzalez, Andrew Maxey, Armando Silva and Gloria Perez

A **motion** was made by Mr. Maxey, seconded by Mr. Kanarek and passed unanimously to elect the District's Officers, as listed above.

**F. ADDITIONS OR DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

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

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

**H. APPROVAL OF MINUTES**

**1. August 20, 2020, Regular Board Meeting and Public Hearings**

Ms. Nguyen presented the minutes of the August 20, 2020, Regular Board Meeting and Public Hearings and asked if there were any corrections and/or revisions. There being none, a **motion** was made by Mr. Gonzalez, seconded by Mr. Kanarek and passed unanimously approving the August 20, 2020, Regular Board Meeting and Public Hearings minutes, as presented.

**I. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**J. NEW BUSINESS**

**1. Consider Resolution No. 2020-06 – Adopting a Fiscal Year 2019/2020 Amended Budget**

Ms. Nguyen presented Resolution No. 2020-06, entitled:

**RESOLUTION NO. 2020-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Lemus, seconded by Mr. Kanarek and passed unanimously to adopt Resolution No. 2020-06, *as presented*, thereby approving the Amended Final 2019/2020 Fiscal Year Budget.

**K. ADMINISTRATIVE MATTERS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**L. BOARD MEMBER COMMENTS**

Ms. Nguyen stated that the next District meeting is scheduled for November 19, 2020.

**M. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Kanarek, seconded by Mr. Gonzalez and passed unanimously to adjourn the meeting at 2:09 p.m.

**ATTESTED BY:**

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Secretary/Assistant Secretary

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Chairperson/Vice-Chair

**RESOLUTION 2021-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Hillcrest Community Development District (“**District**”) prior to June 15, 2021, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: May 20, 2021

HOUR: 2:00 p.m.

LOCATION: Parkview at Hillcrest Clubhouse – Community Room  
4600 Hillcrest Drive  
Hollywood, Florida 33021

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Broward County and the City of Hollywood, Florida at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.



5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 18<sup>th</sup> DAY OF February, 2021.**

ATTEST:

**HILLCREST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A  
PROPOSED BUDGET**

Hillcrest  
Community Development District

**Proposed Budget For  
Fiscal Year 2021/2022  
October 1, 2021 - September 30, 2022**

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- IV ASSESSMENT COMPARISON

**PROPOSED BUDGET**  
**HILLCREST COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	<b>FISCAL YEAR 2021/2022 BUDGET</b>
<b>REVENUES</b>	
O&M Assessments	86,234
Debt Assessments	662,543
Interest Income	120
<b>TOTAL REVENUES</b>	<b>\$ 748,897</b>
<b>EXPENDITURES</b>	
Supervisor Fees	0
Engineering/Inspections	3,000
Management	35,580
Legal	18,000
Assessment Roll	5,000
Audit Fees	3,700
Arbitrage Rebate Fee	650
Insurance	6,700
Legal Advertisements	1,500
Miscellaneous	1,100
Postage	300
Office Supplies	675
Dues & Subscriptions	175
Trustee Fees	3,800
Continuing Disclosure Fee	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 81,180</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 667,717</b>
Bond Payments	(622,790)
<b>BALANCE</b>	<b>\$ 44,927</b>
County Appraiser & Tax Collector Fee	(14,976)
Discounts For Early Payments	(29,951)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**HILLCREST COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
<b>REVENUES</b>				
O&M Assessments	88,252	86,601	86,234	Expenditures/.94
Debt Assessments	662,543	662,543	662,543	Bond Payments/.94
Interest Income	121	120	120	Interest Projected At \$10 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 750,916</b>	<b>\$ 749,264</b>	<b>\$ 748,897</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	0	0	0	
Engineering/Inspections	0	3,000	3,000	No Change From 2020/2021 Budget
Management	34,320	35,100	35,580	CPI Adjustment
Legal	13,000	18,500	18,000	\$500 Decrease From 2020/2021 Budget
Assessment Roll	5,000	5,000	5,000	As Per Contract
Audit Fees	3,500	3,600	3,700	Accepted Amount For 2020/2021 Audit
Arbitrage Rebate Fee	650	650	650	No Change From 2020/2021 Budget
Insurance	5,750	7,000	6,700	Insurance Estimate
Legal Advertisements	1,746	1,500	1,500	No Change From 2020/2021 Budget
Miscellaneous	43	1,200	1,100	\$100 Decrease From 2020/2021 Budget
Postage	154	300	300	No Change From 2020/2021 Budget
Office Supplies	213	700	675	\$25 Decrease From 2020/2021 Budget
Dues & Subscriptions	175	175	175	No Change From 2020/2021 Budget
Trustee Fees	3,708	3,800	3,800	No Change From 2020/2021 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2020/2021 Budget
<b>TOTAL EXPENDITURES</b>	<b>\$ 69,259</b>	<b>\$ 81,525</b>	<b>\$ 81,180</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 681,657</b>	<b>\$ 667,739</b>	<b>\$ 667,717</b>	
Bond Payments	(640,029)	(622,790)	(622,790)	2022 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 41,628</b>	<b>\$ 44,949</b>	<b>\$ 44,927</b>	
County Appraiser & Tax Collector Fee	(2,090)	(14,983)	(14,976)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(23,399)	(29,966)	(29,951)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 16,139</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**HILLCREST COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	443	50	25	Projected Interest For 2021/2022
NAV Tax Collection	640,029	622,790	622,790	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 640,472</b>	<b>\$ 622,840</b>	<b>\$ 622,815</b>	
<b>EXPENDITURES</b>				
Principal Payments	170,000	180,000	190,000	Principal Payment Due In 2022
Interest Payments	448,681	439,256	432,731	Interest Payments Due In 2022
Bond Redemption	0	3,584	84	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 618,681</b>	<b>\$ 622,840</b>	<b>\$ 622,815</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 21,791</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2018 Bond Information**

Original Par Amount =	\$9,805,000	Annual Principal Payments Due =	November 1st
Interest Rate =	3.625% - 5.000%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	January 2018		
Maturity Date =	November 2048		
Par Amount As Of 1/1/21 =	\$9,460,000		

## HILLCREST COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Original Projected Assessment*	Fiscal Year 2018/2019 Assessment*	Fiscal Year 2019/2020 Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Projected Assessment*
O & M For Single Familys	\$ -	\$ 135.85	\$ 135.70	\$ 134.27	\$ 133.70
<u>Debt For Single Familys</u>	<u>\$ 1,146.80</u>	<u>\$ 1,146.80</u>	<u>\$ 1,146.80</u>	<u>\$ 1,146.80</u>	<u>\$ 1,146.80</u>
<b>Total For Single Family</b>	<b>\$ 1,146.80</b>	<b>\$ 1,282.65</b>	<b>\$ 1,282.50</b>	<b>\$ 1,281.07</b>	<b>\$ 1,280.50</b>
O & M For Townhomes	\$ -	\$ 135.85	\$ 135.70	\$ 134.27	\$ 133.70
<u>Debt For Townhomes</u>	<u>\$ 938.29</u>	<u>\$ 938.29</u>	<u>\$ 938.29</u>	<u>\$ 938.29</u>	<u>\$ 938.29</u>
<b>Total For Townhomes</b>	<b>\$ 938.29</b>	<b>\$ 1,074.14</b>	<b>\$ 1,073.99</b>	<b>\$ 1,072.56</b>	<b>\$ 1,071.99</b>

\* Assessments Include the Following:

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Single Families: 275 Units  
Townhomes: 370 Units  
 Total: 645 Units