



**HILLCREST
COMMUNITY DEVELOPMENT
DISTRICT**

**BROWARD COUNTY
REGULAR BOARD MEETING
MARCH 17, 2022
8:30 A.M.**

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

www.hillcrestcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
Oaktree by Pulte Homes Sales Office
2325 Rollingwood Court
Oakland Park, Florida 33309
REGULAR BOARD MEETING
March 17, 2022
8:30 A.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. November 18, 2021 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Staff Report, as Required
- H. New Business
 - 1. Consider Resolution No. 2022-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget.....Page 6
- I. Administrative & Operational Matters
- 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 2021/2022 REGULAR MEETING SCHEDULE**

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

10/07/2021

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.

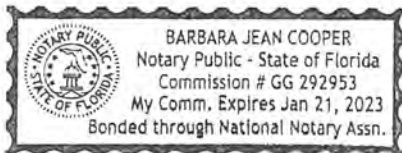
Scherrie A. Thomas

Sworn to and subscribed before me this
7 day of OCTOBER, A.D. 2021

Barbara Jean Cooper

(SEAL)

SCHERRIE A. THOMAS personally known to me



**HILLCREST COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022
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 8:30 a.m. at the Oaktree by Pulte Homes Sales Office located at 2325 Rollingwood Court, Oakland Park, FL 33309 on the following dates:

- October 21, 2021
- November 18, 2021
- January 20, 2022
- February 17, 2022
- March 17, 2022
- April 21, 2022
- May 19, 2022
- June 16, 2022
- July 21, 2022
- August 18, 2022
- September 15, 2022

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 561-630-4922 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 561-630-4922 and/or toll free at 1-877-737-4922, at least 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

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21-03/0000554849B

**HILLCREST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 18, 2021**

Note: Due to Meeting Room scheduling conflicts, the Hillcrest Community Development District (the “District”) Regular Board Meeting was moved to the Parkview at Hillcrest Clubhouse Activities’ Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021.

A. CALL TO ORDER

The Regular Board Meeting of the Hillcrest Community Development District (the “District”) was called to order at 2:17 p.m. at the Parkview at Hillcrest Clubhouse Activities’ Room (*see note above*) located at 4600 Hillcrest Drive, Hollywood, Florida 33021.

B. PROOF OF PUBLICATION

Ms. Nguyen presented proof of publication that notice of the Regular Board Meeting had been published in the *Broward Daily Business Review* on October 7, 2021, as legally required.

C. SEAT RE-ELECTED BOARD MEMBERS AND/OR NEW BOARD MEMBERS

Ms. Nguyen seated and welcomed the re-elected Board Members: Andrew Maxey, Jamaine Lemon and Patrick Gonzalez.

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

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Mr. Jamaine Lemon and briefly reviewed the responsibilities and duties of a Board Member, with emphasis on Government in the Sunshine State, Financial Disclosure requirements and Public Records Law. Ms. Nguyen stated that she would have Mr. Andrew Maxey and Mr. Patrick Gonzalez take their Oaths of Office and send her a copy of the signed and notarized forms.

E. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Chairman David Kanarek, Vice Chairman Daniel Lemus, and Supervisor Jamaine Lemon constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance were: District Manager Nancy Nguyen of Special District Services, Inc.; and District Counsel Jonathan Johnson of Kutak Rock LLP (via speaker phone).

F. ELECTION OF OFFICERS

Ms. Nguyen stated that as a result of the recent changes to the District Board it would be in order to re-elect officers. The following slate of names was provided for election:

- Chairperson – David Kanarek
- Vice Chairperson – Daniel Lemus
- Secretary/Treasurer – Nancy Nguyen

- Assistant Secretaries – Patrick Gonzalez, Andrew Maxey, Jamaine Lemon, Armando Silva and Gloria Perez

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemon and unanimously passed electing the officers, as listed above.

G. CONFIRMATION OF LANDOWNERS' ELECTION RESULTS

Ms. Nguyen restated the District's Landowners' Meeting/Election results and recommended that they be confirmed.

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and passed unanimously confirming the Landowners' Meeting election results, to wit: Andrew Maxey and Jamaine Lemon each received **2 votes** and were each elected to 4-year terms of office, which will expire in November 2025; and Patrick Gonzalez received **1 vote** and was elected to a 2-year term of office, which will expire in November 2023.

H. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

I. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

J. APPROVAL OF MINUTES

1. June 17, 2021, Regular Board Meeting

Ms. Nguyen presented the minutes of the June 17, 2021, Regular Board Meeting and asked if there were any corrections and/or revisions. There being none, a **motion** was made by Mr. Lemon, seconded by Mr. Kanarek and passed unanimously approving the June 17, 2021, Regular Board Meeting minutes, *as presented*.

K. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

L. NEW BUSINESS

1. Consider Resolution No. 2021-06 – Canvassing and Certifying the Results of the Landowners' Meeting

Resolution No. 2021-06 was presented, entitled:

RESOLUTION 2021-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE SECOND LANDOWNERS ELECTION OF

SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

Ms. Nguyen provided an explanation for the document and restated the District’s Landowners’ Election results. She then requested that the Board confirm the election results. A discussion ensued after which:

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and passed unanimously confirming the Landowners’ Meeting election results, to wit: Andrew Maxey and Jamaine Lemon each received **2 votes** and were each elected to 4-year terms of office, which will expire in November 2025; and Patrick Gonzalez received **1 vote** and was elected to a 2-year term of office, which will expire in November 2023, and further adopting Resolution No. 2021-06, *as presented*.

2. Consider Resolution No. 2021-07 – Adopting a Fiscal Year 2020/2021 Amended Budget

Resolution No. 2021-07 was presented, entitled:

RESOLUTION NO. 2021-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2020/2021 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and passed unanimously adopting Resolution No. 2021-07, *as presented*, thereby approving the Amended Final 2020/2021 Fiscal Year Budget.

3. Consider Approval of Auditor Renewal – Grau & Associates

Ms. Nguyen explained that at the April 18, 2019, District meeting, the Board of Supervisors (the “Board”) selected Grau & Associates to perform the year end audits for the fiscal years ended 2018, 2019, and 2020, with an option to perform the 2021 and 2022 audits.

Ms. Nguyen stated that management was pleased with the services provided by Grau & Associates and recommended that the Board approve the renewal option.

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and unanimously passed approving the renewal option with Grau & Associates to perform the audits for the fiscal years ending 2021 and 2022 for \$3,700 and \$3,800, respectively.

4. Discussion Regarding Legal Representation (Hopping Green & Sams, P.A. to Kutak Rock LLP)

Ms. Nguyen presented a letter from Hopping Green & Sams, P.A. (“HGS”) announcing the departure of District Counsel, Jonathan Johnson, from HGS to Kutak Rock LLP (“Kutak”). The letter provided two (2) alternatives: Have all District matters transferred to Kutak or have all District matters transferred to a different law firm. Ms. Nguyen advised that Chairman David Kanarek elected the first alternative and requested that all District matters be transferred to Kutak and it would be in order to ratify Mr. Kanarek’s actions.

A **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and unanimously passed ratifying Mr. Kanarek's actions and having all District matters transferred from Hopping Green & Sams, P.A. to Kutak Rock LLP, and further accepting Kutak Rock LLP's Retention and Fee Agreement.

M. ADMINISTRATIVE MATTERS

1. Staff Report, as Required

There were no Administrative Matters to discuss at this time.

N. BOARD MEMBER COMMENTS

Mr. Kanarek advised that Pulte would be turning over their Parkview Homeowners' Association, Inc. seats in February 2022. Mr. Kanarek further explained that the lakes were in the process of being vacuumed.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Kanarek, seconded by Mr. Lemus and passed unanimously adjourning the meeting at 2:26 p.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 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, 2022, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”); 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 2022/2023 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: June 16, 2022

HOUR: 8:30 a.m.

LOCATION: Oaktree by Pulte Homes Sales Office
2325 Rollingwood Court
Oakland Park, Florida 33309

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 17th DAY OF March, 2022.

ATTEST:

**HILLCREST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Hillcrest
Community Development District

**Proposed Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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- IV ASSESSMENT COMPARISON

PROPOSED BUDGET
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET
REVENUES	
O&M Assessments	130,895
Debt Assessments	662,543
Interest Income	120
TOTAL REVENUES	\$ 793,558
EXPENDITURES	
Supervisor Fees	0
Engineering/Inspections	3,000
Management	36,636
Legal	17,000
Assessment Roll	5,000
Audit Fees	3,800
Arbitrage Rebate Fee	650
Insurance	6,700
Legal Advertisements	1,500
Miscellaneous	1,000
Postage	300
Office Supplies	600
Dues & Subscriptions	175
Trustee Fees	3,800
Continuing Disclosure Fee	1,000
Stormwater System Maintenance	16,000
Aquatic Maintenance - Lakes	9,000
Aquatic Maintenance - Fish Stocking	1,000
Perimeter Wall	8,000
Stormwater 20-Year Analysis Report	3,000
Maintenance Contingency	5,000
TOTAL EXPENDITURES	\$ 123,161
REVENUES LESS EXPENDITURES	\$ 670,397
Bond Payments	(622,790)
BALANCE	\$ 47,607
County Appraiser & Tax Collector Fee	(15,869)
Discounts For Early Payments	(31,738)
EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
REVENUES				
O&M Assessments	86,896	86,234	130,895	Expenditures/.94
Debt Assessments	662,543	662,543	662,543	Bond Payments/.94
Interest Income	160	120	120	Interest Projected At \$10 Per Month
TOTAL REVENUES	\$ 749,599	\$ 748,897	\$ 793,558	
EXPENDITURES				
Supervisor Fees	0	0	0	
Engineering/Inspections	0	3,000	3,000	No Change From 2021/2022 Budget
Management	35,100	35,580	36,636	CPI Adjustment (Capped At 3%)
Legal	2,858	18,000	17,000	\$1,000 Decrease From 2021/2022 Budget
Assessment Roll	5,000	5,000	5,000	As Per Contract
Audit Fees	3,600	3,700	3,800	Accepted Amount For 2021/2022 Audit
Arbitrage Rebate Fee	650	650	650	No Change From 2021/2022 Budget
Insurance	6,038	6,700	6,700	Insurance Estimate
Legal Advertisements	845	1,500	1,500	No Change From 2021/2022 Budget
Miscellaneous	685	1,100	1,000	\$100 Decrease From 2021/2022 Budget
Postage	159	300	300	No Change From 2021/2022 Budget
Office Supplies	132	675	600	\$50 Decrease From 2021/2022 Budget
Dues & Subscriptions	175	175	175	No Change From 2021/2022 Budget
Trustee Fees	3,709	3,800	3,800	No Change From 2021/2022 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2021/2022 Budget
Stormwater System Maintenance	0	0	16,000	Cleaning Of Half Of Stormwater System
Aquatic Maintenance - Lakes	0	0	9,000	\$750 Per Month
Aquatic Maintenance - Fish Stocking	0	0	1,000	Aquatic Maintenance - Fish Stocking
Perimeter Wall	0	0	8,000	Perimeter Wall
Stormwater 20-Year Analysis Report	0	0	3,000	First Of Five Years - Total Cost = \$15,000
Maintenance Contingency	0	0	5,000	Maintenance Contingency
TOTAL EXPENDITURES	\$ 59,951	\$ 81,180	\$ 123,161	
REVENUES LESS EXPENDITURES	\$ 689,648	\$ 667,717	\$ 670,397	
Bond Payments	(636,954)	(622,790)	(622,790)	2023 P & I Payments Less Earned Interest
BALANCE	\$ 52,694	\$ 44,927	\$ 47,607	
County Appraiser & Tax Collector Fee	(2,084)	(14,976)	(15,869)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(26,850)	(29,951)	(31,738)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 23,760	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	34	25	25	Projected Interest For 2022/2023
NAV Tax Collection	636,954	622,790	622,790	Maximum Debt Service Collection
Total Revenues	\$ 636,987	\$ 622,815	\$ 622,815	
EXPENDITURES				
Principal Payments	175,000	190,000	195,000	Principal Payment Due In 2023
Interest Payments	442,428	432,731	425,844	Interest Payments Due In 2023
Bond Redemption	0	84	1,971	Estimated Excess Debt Collections
Total Expenditures	\$ 617,428	\$ 622,815	\$ 622,815	
Excess/ (Shortfall)	\$ 19,559	\$ -	\$ -	

Series 2018 Bond Information

Original Par Amount =	\$9,805,000	November 1st
Interest Rate =	3.625% - 5.000%	May 1st & November 1st
Issue Date =	January 2018	
Maturity Date =	November 2048	
Par Amount As Of 1/1/22 =	\$9,280,000	

HILLCREST COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Original Projected Assessment*	Fiscal Year 2019/2020 Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Projected Assessment*
O & M For Single Familys	\$ -	\$ 135.70	\$ 134.27	\$ 133.70	\$ 202.95
<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>
Total For Single Family	\$ 1,146.80	\$ 1,282.50	\$ 1,281.07	\$ 1,280.50	\$ 1,349.75
O & M For Townhomes	\$ -	\$ 135.70	\$ 134.27	\$ 133.70	\$ 202.95
<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>
Total For Townhomes	\$ 938.29	\$ 1,073.99	\$ 1,072.56	\$ 1,071.99	\$ 1,141.24

* 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