



**HILLCREST
COMMUNITY DEVELOPMENT
DISTRICT**

**BROWARD COUNTY
REGULAR BOARD MEETING
OCTOBER 20, 2022
8:30 A.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

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AGENDA
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
Parkview at Hillcrest Clubhouse Community Room
4600 Hillcrest Drive
Hollywood, Florida 33021
REGULAR BOARD MEETING
October 20, 2022
8:30 A.M.

- A. Call to Order
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Miscellaneous Notices



Published in Broward Daily Business Review on October 11, 2022

Location

Broward County,

Notice Text

HILLCREST COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
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 Parkview at Hillcrest Clubhouse Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021 on the following dates:

October 20, 2022

January 19, 2023

March 16, 2023

May 18, 2023

July 20, 2023

September 21, 2023

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 nnguyen@sdsinc.org 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 nnguyen@sdsinc.org 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
10/11 22-45/0000624773B

**HILLCREST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 16, 2022**

A. CALL TO ORDER

The Regular Board Meeting of the Hillcrest Community Development District (the “District”) was called to order at 8:35 a.m. in the Parkview at Hillcrest Clubhouse Community Room 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 May 27, 2022 and June 3, 2022, *as legally required*.

C. ESTABLISH A QUORUM

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

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

Also in attendance were: Amarilis Rodriguez, Parkview at Hillcrest Homeowners Association, Inc. Manager; Robert De Torres, Hollywood, Florida; Carolyn Manley, Hollywood, Florida, and Elias Castillo, Hollywood, Florida.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

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

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

F. APPROVAL OF MINUTES

1. March 17, 2022, Regular Board Meeting

Ms. Nguyen presented the minutes of the March 17, 2022, Regular Board Meeting and asked if there were any corrections and/or revisions. There being none, a **motion** was made by Mr. Maxey, seconded by Mr. Lemus and passed unanimously approving the March 17, 2022, Regular Board Meeting minutes, *as presented*.

NOTE: At approximately 8:37 a.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

Ms. Nguyen presented proof of publication that notice of the Public Hearing had been published in the *Broward Daily Business Review* on May 27, 2022, and June 3, 2022, *as legally required*.

2. Receive Public Comments on Fiscal Year 2022/2023 Final Budget

Ms. Nguyen opened the public comment portion of the public hearing to receive comments on the Fiscal Year 2022/2023 Final Budget. Mr. De Torres and Ms. Manley requested that the purpose of several budget lines be explained. Additionally, Mr. De Torres requested that the District owned infrastructure be explained to him. Ms. Nguyen and the Board responded to all questions of the public. Ms. Nguyen asked if there were any additional comments from the public. There being no further comments, Ms. Nguyen closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2022-02 – Appropriations Resolution Fiscal Year 2022/2023

Ms. Nguyen presented Resolution No. 2022-02, entitled:

RESOLUTION 2022-02

THE ANNUAL APPROPRIATION RESOLUTION OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen read the title into the record and stated that the document provides for approving and adopting the fiscal year 2022/2023 final budget. A discussion ensued after which:

A **motion** was made by Mr. Lemus, seconded by Mr. Kanarek and unanimously passed to approve and adopt Resolution No. 2022-02, *as amended* (renaming the Aquatic Lake Maintenance budget line to Miscellaneous Lake Maintenance, remove the Aquatic Maintenance – Fish Stocking budget line, and move the \$1,000 budgeted amount from the Aquatic Maintenance – Fish Stocking budget line to the Miscellaneous Lake Maintenance budget line bringing that total to \$13,000); and thereby setting the 2022/2023 final budget.

4. Consider Resolution No. 2022-03 – Assessment Resolution/Tax Roll Fiscal Year 2022/2023

Ms. Nguyen presented Resolution No. 2022-03, entitled:

RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; 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.

Ms. Nguyen read the title into the record and stated that the document provides for approving and adopting the fiscal year 2022/2023 non-ad valorem special assessment tax roll.

A **motion** was made by Mr. Lemus, seconded by Mr. Kanarek and unanimously passed to approve and adopt Resolution No. 2022-03, *as presented*; thereby setting the 2022/2023 non-ad valorem special assessment tax roll.

NOTE: At approximately 9:01 a.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.

H. OLD BUSINESS

1. Staff Report, as Required

There was no staff report at this time.

I. NEW BUSINESS

1. Ratify Chairman's Actions – Easement Agreement

Ms. Nguyen explained that there were certain District owned improvements that were within the Parkview at Hillcrest community, as such, it was necessary for the District to enter into a Non-Exclusive Access, and Maintenance Easement Agreement (the "Easement Agreement") to be able to access the District owned improvements for maintenance purposes. Ms. Nguyen explained that it was anticipated that the turnover from Pulte to Parkview at Hillcrest Homeowners Association, Inc. was to occur in May, as such, Chairman David Kanarek executed the Easement Agreement on behalf of the District prior to today's meeting.

Mr. Johnson explained that Resolution No. 2017-08 provides for authorization of the Chair, and the Vice Chair, in the absence of the Chair, to execute conveyance documents on behalf of the District.

Ms. Nguyen stated that it would be in order for the Board to ratify the Chairman's actions.

A **motion** was made by Mr. Maxey, seconded by Mr. Kanarek and unanimously passed approving the ratification of the Chairman's actions, and further approving the Non-Exclusive Access, and Maintenance Easement Agreement dated May 19, 2022.

2. Consider Resolution No. 2022-04 – Resolution Extending Terms of Office

Ms. Nguyen presented Resolution No. 2022-04, entitled:

RESOLUTION 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT EXTENDING THE TERMS OF OFFICE OF ALL CURRENT SUPERVISORS TO COINCIDE WITH THE GENERAL ELECTION PURSUANT TO SECTION 190.006, *FLORIDA STATUTES*; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen explained that the general election is held on even years, as such, it would be in order to extend the terms of office of all current supervisors to coincide with the general election pursuant to Section 190.006, *Florida Statutes*. The following changes were presented:

- Seat #2 (currently held by Patrick Gonzalez) was extended from 2023 to 2024
- Seat #3 (currently held by Daniel Lemus) was extended from 2023 to 2024
- Seat #4 (currently held by David Kanarek) was extended from 2023 to 2024
- Seat #1 (currently held by Andrew Maxey) was extended from 2025 to 2026
- Seat #5 (currently held by Jamaine Lemon) was extended from 2025 to 2026

A **motion** was made by Mr. Lemus, seconded by Mr. Kanarek and unanimously passed to approve and adopt Resolution No. 2022-04, *as presented*; thereby extending the terms of office for all supervisors to coincide with the general election.

3. Consider Resolution No. 2022-05 – Adopting a Fiscal Year 2022/2023 Regular Meeting Schedule

Ms. Nguyen presented Resolution No. 2022-05, entitled:

RESOLUTION NO. 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. Mr. Kanarek stated that in the interest of the residents of Parkview at Hillcrest, the meeting location should be changed to the Parkview at Hillcrest Clubhouse Community Room. A discussion ensued after which:

A **motion** was made by Mr. Maxey, seconded by Mr. Kanarek and unanimously passed to approve and adopt Resolution No. 2022-05, *as amended* (changed the meeting location from the Oaktree by Pulte Homes Sales Office to the Parkview at Hillcrest Clubhouse Community Room located at 4600 Hillcrest Drive, Hollywood, Florida 33021; thereby setting the 2022/2023 regular meeting schedule and authorizing the publication of the annual meeting schedule, *as legally required*).

J. ADMINISTRATIVE MATTERS

1. Statement of Financial Interests/Disclosure 2021 Form 1 – Filing Deadline: July 1, 2022

The Board was reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2021 Statement of Financial Interests Form 1. The deadline for submittal is July 1, 2022.

K. BOARD MEMBER COMMENTS

The Board was reminded that the next Board meeting was expected to be held on October 20, 2022, at 8:30 a.m. at the Parkview at Hillcrest Community Clubhouse Community Room.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Maxey, seconded by Mr. Kanarek and passed unanimously to adjourn the meeting at 9:11 a.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

RESOLUTION NO. 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HILLCREST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “Board”) of the Hillcrest Community Development District (the “District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2021/2022 attached hereto as Exhibit “A” is hereby approved and adopted by the Board.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 20th day of October, 2022.

ATTEST:

**HILLCREST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Hillcrest Community Development District

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

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AMENDED FINAL BUDGET
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
O & M Assessments	86,234	86,593	86,593
Debt Assessments	662,543	662,543	662,543
Other Revenues	0	0	0
Interest Income	120	195	191
Total Revenues	\$ 748,897	\$ 749,331	\$ 749,327
EXPENDITURES			
Supervisor Fees	0	0	0
Engineering/Inspections	3,000	10,000	7,548
Miscellaneous Maintenance (Asphalt, Etc.)	0	32,000	30,189
Management	35,580	35,580	35,580
Legal	18,000	7,500	3,348
Assessment Roll	5,000	5,000	5,000
Audit Fees	3,700	3,700	3,700
Arbitrage Rebate Fee	650	650	650
Insurance	6,700	6,249	6,249
Legal Advertisements	1,500	1,100	678
Miscellaneous	1,100	600	226
Postage	300	450	437
Office Supplies	675	450	400
Dues & Subscriptions	175	175	175
Trustee Fees	3,800	3,709	3,709
Continuing Disclosure Fee	1,000	500	500
TOTAL EXPENDITURES	\$ 81,180	\$ 107,663	\$ 98,389
Excess/ (Shortfall)	\$ 667,717	\$ 641,668	\$ 650,938
Bond Payments	(622,790)	(635,301)	(635,301)
Balance	\$ 44,927	\$ 6,367	\$ 15,637
County Appraiser & Tax Collector Fee	(14,983)	(2,082)	(2,082)
Discounts For Early Payments	(29,966)	(28,707)	(28,707)
Net Excess/ (Shortfall)	\$ (22)	\$ (24,422)	\$ (15,152)

FUND BALANCE AS OF 9/30/21
FY 2021/2022 FUND BALANCE ACTIVITY
FUND BALANCE AS OF 9/30/22

\$74,087
(\$24,422)
\$49,665

AMENDED FINAL BUDGET
HILLCREST COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
Interest Income	25	33	32
NAV Assessment Collection	622,790	635,301	635,301
Total Revenues	\$ 622,815	\$ 635,334	\$ 635,333
EXPENDITURES			
Principal Payments	190,000	180,000	180,000
Interest Payments	432,731	435,994	435,994
Bond Redemption	84	0	0
Total Expenditures	\$ 622,815	\$ 615,994	\$ 615,994
Excess/ (Shortfall)	\$ -	\$ 19,340	\$ 19,339

FUND BALANCE AS OF 9/30/21	\$757,148
FY 2021/2022 ACTIVITY	\$19,340
FUND BALANCE AS OF 9/30/22	\$776,488

Notes

Reserve Fund Balance = \$313,054*. Revenue Fund Balance = \$463,434*

Revenue Fund Balance To Be Used To Make 11/1/2022 Principal & Interest Payment Of \$406,366 -
Principal Payment Of \$190,000 & Interest Payment Of \$216,366.

* Approximate Amounts

Series 2018 Bond Information

Original Par Amount =	\$9,805,000	Annual Principal Payments Due:
Interest Rate =	3.625% - 5.0%	November 1st
Issue Date =	January 2018	Annual Interest Payments Due:
Maturity Date =	November 2048	May 1st & November 1st
Par Amount As Of 9/30/22 =	\$9,280,000	