HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

MARCH 18, 2025 AGENDA PACKAGE



2005 PAN AM CIRCLE SUITE 300 TAMPA, FL 33607

Agenda 2

Hillcrest Preserve Community Development District

Board of Supervisors

Carlos de la Ossa, Chairman Nicholas Dister, Vice-Chairman Angie Grunwald, Assistant Secretary Kelly Evans, Assistant Secretary Mike Rainer, Assistant Secretary

District Staff

Brian Lamb, District Secretary Jayna Cooper, District Manager John Vericker, District Counsel Tonja Stewart, District Engineer

Regular Meeting Agenda

March 18, 2025, at 11:00 a.m.

The Regular Meetings of Hillcrest Preserve Community Development District will be held on March 18, 2025, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638. For those who intend to call in below is the Teams link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

Microsoft Teams meeting; Join the meeting now

Meeting ID: 297 982 188 241 Passcode: Yz3RiT Dial-in by phone +1 646-838-1601 Pin: 769 240 715#

REGULAR MEETINGS OF THE BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL
- **2. PUBLIC COMMENTS** (Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)
- 3. BUSINESS ITEMS
 - A. Consideration of Resolution 2025-04, Designation of Officers
- 4. CONSENT AGENDA
 - A. Approval of Minutes of February 18, 2025 Meeting
 - B. Consideration of Operation and Maintenance Expenditures February 2025
 - C. Acceptance of the Financials and Approval of the Check Register for February 2025
- 5. STAFF REPORTS
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 6. BOARD MEMBERS COMMENTS
- 7. ADJOURNMENT

The next Meeting is scheduled for Tuesday, April 15, 2025 at 11:00 a.m.

Third Order of Business

RESOLUTION 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE OFFICERS OF HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Hillcrest Preserve Community Development District at a regular business meeting desires to appoint the below recited persons to the offices specified.

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

Chairman

1.	The following persons	are elected to the	offices shown,	to wit:
1.	The following persons	are elected to the	offices showin,	10 1111

Carlos de la Ossa

	Nicholas Dister	Vice-Chairman		
	Jayna Cooper	Secretary		
	Leah Popelka	Treasurer		
	Angel Montagna	Assistant Treasurer		
	Ryna Motko	Assistant Secretary		
	Angie Grunwald	Assistant Secretary		
	Kelly Evans	Assistant Secretary		
2. This Resolution shall become		effective immediately upon its adoption.		
PAS	SED AND ADOPTED THIS 18	8 th DAY OF MARCH 2025.		
ATTEST:		HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT		
Print Name:	ssistant Secretary	Print Name: Chair/ Vice Chair of the Board of Supervisors		
Sociotal y / 13313tallt Sociotal y		Chair The Chair of the Board of Supervisors		

Fourth Order of Business

MINUTES OF REGULAR MEETING HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

1	The regular meeting of the Board of Supervisors of the Hillcrest Preserve Community							
2	Development District was held on Tuesday, February 18, 2025, and called to order at 11:12 a.m.							
3	at the SpringHill Suites by Marriott Tampa Su	t the SpringHill Suites by Marriott Tampa Suncoast Parkway, located at 16615 Crosspointe						
4	Run, Land O' Lakes, Florida 34638.							
5								
6	Present and constituting a quorum wer	e:						
7 8	Nick Dister	Vice Chairperson						
9	Ryan Motko	Assistant Secretary						
10	Kelly Evans	Assistant Secretary						
11	Angie Grunwald	Assistant Secretary						
12	C	·						
13	Also present were:							
14	•							
15	Jayna Cooper	District Manager						
16	John Vericker	District Counsel						
17	Tyson Waag	District Engineer (via phone)						
18								
19	The following is a summary of the dis	scussions and actions taken.						
20								
21	FIRST ORDER OF BUSINESS	Call To Order/Roll Call						
22	Ms. Cooper called the meeting to orde	r, and a quorum was established.						
23								
24	SECOND ORDER OF BUSINESS	Public Comments						
25	There being no members of the public	present, the next order of business followed.						
26								
27	Let the record reflect Oath of Office at	dministered to Angie Grunwald prior to meeting.						
28 29	THIRD ORDER OF BUSINESS	Business Items						
30	A. Acceptance of Supervisor Rainer's							
31	A. Acceptance of Supervisor Kamer's	Resignation						
32	On MOTION by Mc Eyong so	conded by Mr. Dister, with all in favor,						
33	Mike Rainer's resignation from							
34	Wine Rainer's resignation from	The Board, was accepted. 4-0						
	On MOTION by Mr. Distance	and the Ma France with all in favor						
35		conded by Ms. Evans, with all in favor,						
36	Angle Grunward's appointmen	t to vacant seat, was accepted. 4-0						
37	EQUIPTI OPPED OF BUGDIEGG							
38	FOURTH ORDER OF BUSINESS	Consent Agenda						
39	A. Approval of Minutes of the Januar							
40		laintenance Expenditures January 2025						
41	<u>=</u>	Approval of the Check Register for January						
42 43	2025							
	On MOTION I Mr. D'	and div Ma France with all in face						
44 45		conded by Ms. Evans, with all in favor,						
43	the Consent Agenda was appro	vcu. 4-U						

46

17	FIFTH ORDER OF BUSINESS	Staff Reports
8	A. District Counsel	
9	B. District Manager	
0	C. District Engineer	
51	There being no reports, the next or	der of business followed.
52		
3	SIXTH ORDER OF BUSINESS	Board Members' Comments
54	There being none, the next order of	business followed.
55	9	
6	SEVENTH ORDER OF BUSINESS	Adjournment
57	There being no further business,	·
8		
9	On MOTION by Ms. Evans	seconded by Mr. Dister, with all in favor,
0	the meeting was adjourned a	
51	<u> </u>	
52		
53		
54		
55	Jayna Cooper	
66	District Manager	Chairperson/Vice Chairperson

Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
Monthly Contract					
INFRAMARK LLC	2/1/2025	142898	\$375.00		ACCOUNTING SRVCS
INFRAMARK LLC	2/1/2025	142898	\$166.67		Administrative Srvcs
INFRAMARK LLC	2/1/2025	142898	\$1,166.66		District Manager Srvcs
INFRAMARK LLC	2/1/2025	142898	\$100.00		Financial & Rev Collection
INFRAMARK LLC	2/1/2025	142898	\$100.00		Recording Secretary
INFRAMARK LLC	2/1/2025	142898	\$16.67		Rentals & Leases
INFRAMARK LLC	2/1/2025	142898	\$25.00		Tech/Data Storage
INFRAMARK LLC	2/1/2025	142898	\$50.00	\$2,000.00	Website
INFRAMARK LLC	1/27/2025	142166	\$1.38	\$1.38	Postage
INFRAMARK LLC	2/18/2025	143793	\$32.64	\$32.64	Meeting Space FEB 2025
STRALEY ROBIN VERICKER	2/5/2025	25967	\$537.50	\$537.50	PROF SVCS THRU JAN 2025
Monthly Contract Subtotal			\$2,571.52	\$2,571.52	
Variable Contract					
ANGIE GRUNWALD	2/18/2025	AG 02182025	\$200.00	\$200.00	SUPERVISOR FEE
KELLY ANN EVANS	2/18/2025	KE 02182025	\$200.00	\$200.00	BOS MEETING
NICHOLAS J. DISTER	2/18/2025	ND 02182025	\$200.00	\$200.00	SUPERVISOR FEES
RYAN MOTKO	2/18/2025	RM 02182025	\$200.00	\$200.00	BOS MEETING 01/21/25
Variable Contract Subtotal			\$800.00	\$800.00	
TOTAL			\$3,371.52	\$3,371.52	



INVOICE

2002 West Grand Parkway North Suite 100 Katy, TX 77449

BILL TO

Hillcrest Preserve Community Development District 2005 Pan Am Cir Ste 300 Tampa FL 33607-6008 United States 142898 CUSTOMER ID C3119

PO#

DATE
2/1/2025
NET TERMS
Net 30
DUE DATE
3/3/2025

Services provided for the Month of: February 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services	1	Ea	375.00		375.00
Administration	1	Ea	166.67		166.67
District Management	1	Ea	1,166.66		1,166.66
Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Secretary	1	Ea	100.00		100.00
Rental & Leases	1	Ea	16.67		16.67
Technology/Data Storage	1	Ea	25.00		25.00
Website Maintenance / Admin	1	Ea	50.00		50.00
Subtotal					2,000.00

Subtotal	\$2,000.00
Tax	\$0.00
Total Due	\$2,000.00

Remit To: Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:
Account Name: INFRAMARK, LLC
ACH - Bank Routing Number: 111000614 / Account Number: 912593196
Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



INVOICE

2002 West Grand Parkway North Suite 100 Katy, TX 77449

BILL TO

Hillcrest Preserve Community Development District 2005 Pan Am Cir Ste 300 Tampa FL 33607-6008 United States 142166

CUSTOMER ID

C3119

PO#

DATE
1/27/2025

NET TERMS
Net 30

DUE DATE
2/26/2025

Services provided for the Month of: December 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage	2	Ea	0.69		1.38
Subtotal					1.38

Subtotal	\$1.38
Tax	\$0.00
Total Due	\$1.38

Remit To: Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

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INVOICE

2002 West Grand Parkway North Suite 100 Katy, TX 77449

BILL TO

Hillcrest Preserve Community Development District 2005 Pan Am Cir Ste 300 Tampa FL 33607-6008 United States INVOICE#

143793

CUSTOMER ID

C3119

PO#

DATE
2/18/2025
NET TERMS
Net 30
DUE DATE
3/20/2025

Services provided for the Month of: January 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage	4	Ea	0.69		2.76
Eric Davidson - 12-20-24 SPRINGHILL SUITES LAND : meeting space \$32.64	1	Ea	32.64		32.64
Subtotal					35.40

\$35.40	Subtotal
\$0.00	Tax
\$35.40	Total Due

Remit To: Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

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Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606 Telephone (813) 223-9400 Federal Tax Id. - 20-1778458

Hillcrest Preserve Community Development District Inframark 2005 Pan Am Circle, Ste. 300 Tampa, FL 33607 February 05, 2025 Client: 001607 Matter: 000001 Invoice #: 25967

Page: 1

RE: General

For Professional Services Rendered Through January 31, 2025

SERVICES

Date	Person	Description of Services	Hours	Amount
1/2/2025	AM	REVIEW DISTRICT'S WEBSITE TO CONFIRM COUNSEL'S CORRECT INFORMATION.	0.2	\$35.00
1/20/2025	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.3	\$112.50
1/21/2025	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.9	\$337.50
1/29/2025	AM	REVIEW DISTRICT'S WEBSITE TO CONFIRM COUNSEL'S CORRECT INFORMATION; EMAIL DISTRICT ASSISTANT TO CREATE CHANGES RE COUNSEL'S INFORMATION ON WEBSITE.	0.3	\$52.50
		Total Professional Services	1.7	\$537.50

February 05e20258 Client: 001607 Matter: 000001 Invoice #: 25967

2 Page:

Total Services \$537.50 **Total Disbursements** \$0.00

Total Current Charges \$537.50 Previous Balance \$2,386.75 Less Payments (\$2,386.75) **PAY THIS AMOUNT** \$537.50

Retainer Balance

\$450.00

Please Include Invoice Number on all Correspondence

MEETING DATE: February 18, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Angie Grunwald	✓	Accept	\$200
Kelly Evans	/	Accept	\$200
Nick Dister	\	Accept	\$200
Ryan Motko	✓	Accept	\$200
Carlos de la Ossa		Accept	\$200

MEETING DATE: February 18, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Angie Grunwald	✓	Accept	\$200
Kelly Evans	/	Accept	\$200
Nick Dister	\(\)	Accept	\$200
Ryan Motko	/	Accept	\$200
Carlos de la Ossa		Accept	\$200

MEETING DATE: February 18, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Angie Grunwald	✓	Accept	\$200
Kelly Evans	/	Accept	\$200
Nick Dister	S	Accept	\$200
Ryan Motko	✓	Accept	\$200
Carlos de la Ossa		Accept	\$200

MEETING DATE: February 18, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Angie Grunwald	✓	Accept	\$200
Kelly Evans	/	Accept	\$200
Nick Dister	1	Accept	\$200
Ryan Motko	/	Accept	\$200
Carlos de la Ossa		Accept	\$200

Hillcrest Preserve Community Development District

Financial Statements (Unaudited)

Period Ending February 28, 2025

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607 Phone (813) 873-7300 ~ Fax (813) 873-7070

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of February 28, 2025 (In Whole Numbers)

ACCOUNT DESCRIPTION	 TOTAL
<u>ASSETS</u>	
Cash - Operating Account	\$ 108,996
TOTAL ASSETS	\$ 108,996
<u>LIABILITIES</u>	
Accounts Payable	\$ 200
TOTAL LIABILITIES	200
FUND BALANCES Unassigned:	108,796
TOTAL FUND BALANCES	108,796
TOTAL LIABILITIES & FUND BALANCES	\$ 108,996

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2025 General Fund (001) (In Whole Numbers)

ACCOUNT DESCRIPTION		ANNUAL DOPTED BUDGET	YEAR TO DATE ACTUAL		ARIANCE (\$)	YTD ACTUAL AS A % OF ADOPTED BUD	
REVENUES							
Special Assmnts- Tax Collector	\$	165,785	\$	- \$	(165,785)	0.00%	
Special Assmnts- CDD Collected		-	124,620	6	124,626	0.00%	
TOTAL REVENUES		165,785	124,62	6	(41,159)	75.17%	
EXPENDITURES							
<u>Administration</u>							
Supervisor Fees		3,000	5,40)	(2,400)	180.00%	
ProfServ-Dissemination Agent		4,200		_	4,200	0.00%	
ProfServ-Info Technology		600	129	5	475	20.83%	
ProfServ-Recording Secretary		2,400	500)	1,900	20.83%	
ProfServ-Trustee Fees		6,500		-	6,500	0.00%	
District Counsel		9,500	7,31	9	2,181	77.04%	
District Engineer		9,500		-	9,500	0.00%	
Administrative Services		4,500	83:	3	3,667	18.51%	
District Manager		25,000	5,833	3	19,167	23.33%	
Accounting Services		18,000	1,87	5	16,125	10.42%	
Auditing Services		6,000		-	6,000	0.00%	
Website Compliance		1,800		_	1,800	0.00%	
Postage, Phone, Faxes, Copies		500		6	494	1.20%	
Rentals & Leases		600	110	6	484	19.33%	
Public Officials Insurance		2,500	2,500)	-	100.00%	
Legal Advertising		3,500	619	9	2,881	17.69%	
Bank Fees		200		-	200	0.00%	
Financial & Revenue Collections		1,200	500)	700	41.67%	
Meeting Expense		4,000		-	4,000	0.00%	
Website Administration		1,200	250)	950	20.83%	
Miscellaneous Expenses		250		-	250	0.00%	
Office Supplies		100		-	100	0.00%	
Dues, Licenses, Subscriptions		175	179	5	-	100.00%	
Total Administration		105,225	26,05	<u> </u>	79,174	24.76%	
Electric Utility Services							
Contracts-Dispatch Services		30,000		-	30,000	0.00%	
Utility - Electric		1,500			1,500	0.00%	
Total Electric Utility Services		31,500			31,500	0.00%	

HILLCREST PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2025 General Fund (001) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Other Physical Environment				
Contracts-Aquatic Control	6,680	-	6,680	0.00%
Insurance - General Liability	3,200	2,500	700	78.13%
Landscape Maintenance	6,680		6,680	0.00%
Total Other Physical Environment	16,560	2,500	14,060	15.10%
Contingency				
Misc-Contingency	12,500	-	12,500	0.00%
Total Contingency	12,500		12,500	0.00%
TOTAL EXPENDITURES	165,785	28,551	137,234	17.22%
Excess (deficiency) of revenues				
Over (under) expenditures		96,075	96,075	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2024)		12,721		
FUND BALANCE, ENDING		\$ 108,796		

Bank Account Statement

Hillcrest Preserve CDD

Bank Account No.	817335
Statement No.	25_02

Statement No. 25_0)2	Statement Date	02/28/2025
G/L Account No. 101001 B	alance 108,995	68 Statement Balance	110,195.68
		Outstanding Depo	sits 0.00
Positive Adjustments	0	00 Subtotal	110,195.68
Subtotal	108,995	68 Outstanding Check	-1,200.00
Negative Adjustments	0	00	100.005.60
Ending G/L Balance	108,995	Ending Balance 68	108,995.68

Posting Date	Document Type	Document No.	Vendor	Description	Amount	Cleared Amount	Difference
Deposits							
Total Deposit	ts						0.00 0.00
Checks							
							0.00
01/22/2025	Payment	1109	INFRAMARK LLC	Check for Vendor V00013	-2,000.00	-2,000.00	0.00
01/28/2025	Payment	1112	KELLY ANN EVANS	Check for Vendor V00021	-200.00	-200.00	0.00
01/28/2025	Payment	1113	NICHOLAS J. DISTER	Check for Vendor V00007	-200.00	-200.00	0.00
02/13/2025	Payment	1115	INFRAMARK LLC	Check for Vendor V00013	-2,001.38	-2,001.38	0.00
02/13/2025	Payment	1116	STRALEY ROBIN VERICKER	Check for Vendor V00012	-537.50	-537.50	0.00
02/20/2025	Payment	1117	INFRAMARK LLC	Check for Vendor V00013	-35.40	-35.40	0.00
Total Checks	·				-4,974.28	-4,974.28	0.00
Adjustments							
Total Adjustn	nents						
Outstanding	Checks						
12/17/2024	Payment	1096	RYAN MOTKO	Check for Vendor V00005			-200.00
12/19/2024	Payment	1102	RYAN MOTKO	Check for Vendor V00005			-200.00
01/28/2025	Payment	1114	RYAN MOTKO	Check for Vendor V00005			-200.00
02/27/2025	Payment	1118	KELLY ANN EVANS	Check for Vendor V00021			-200.00
02/27/2025	Payment	1119	NICHOLAS J. DISTER	Check for Vendor V00007			-200.00
02/27/2025	Payment	1120	RYAN MOTKO	Check for Vendor V00005			-200.00
Total Outstar	nding Checks						-1,200.00

Outstanding Deposits

Total Outstanding Deposits