Hicks Ditch Community Development District

Agenda

May 22, 2024

Agenda

Hicks Ditch Community Development District

219 E. Livingston Street, Orlando, FL 32801 Phone: 407-841-5524 – Fax: 407-839-1526

May 15, 2024

Board of Supervisors Hicks Ditch Community Development District

Dear Board Members:

The Special Meeting of the Board of Supervisors of the Hicks Ditch Community Development District will be held Wednesday, May 22, 2024, at 9:30 AM the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, FL 34711. Following is the advance agenda for the regular meeting:

Board of Supervisors Meeting

- 1. Roll Call
- 2. Public Comment Period
- Approval of Minutes of the December 13, 2023 Audit Committee and Board of Supervisors Meeting
- Consideration of Resolution 2024-01 Approving the Fiscal Year 2025 Proposed Budget and Setting a Public Hearing to Adopt
- 5. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet & Income Statement
 - ii. Ratification of Funding Requests No. 17-22
 - iii. Approval of Funding Request No. 23
 - iv. Presentation of Registered Voters-0
- 6. Other Business
- 7. Supervisors Requests
- 8. Adjournment

MINUTES

MINUTES OF MEETING HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Hicks Ditch Community Development District was held Wednesday, **December 13, 2023** at 9:15 a.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present were:

Tony Iorio Shane Blanton Rocky Owen Chairman

Also present were:

George Flint Michelle Rigoni *by phone* District Manager, GMS District Counsel – Kutak Rock

FIRST ORDER OF BUSINESS

Mr. Iorio called the meeting to order, and Mr. Flint called the roll. Three committee members were present.

Roll Call

SECOND ORDER OF BUSINESS Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Approval of Minutes of October 25, 2023 Audit Committee Meeting

Mr. Flint presented the minutes of the October 25, 2023 Audit Committee meeting and asked for any comments, corrections, or changes. The committee had no changes.

On MOTION by Mr. Owen, seconded by Mr. Iorio, with all in favor, the Minutes of the October 25, 2023 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

A. Grau & Associates

Mr. Flint noted that they only received one response from Grau & Associates. He stated because they only received one they can choose to reject the bid and readvertise, or they can choose to select Grau. Mr. Iorio suggested that they give Grau 20 points in each category totaling 100 points.

> On MOTION by Mr. Iorio, seconded by Mr. Owen, with all in favor, Ranking Grau & Associates #1 with 100 points, was approved.

FIFTH ORDER OF BUSINESS Adjournment

Mr. Flint asked for a motion of adjournment.

On MOTION by Mr. Iorio, seconded by Mr. Owen, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Hicks Ditch CDD

Review of Proposals and Tally of Audit

Committee Members Rankings

MINUTES OF MEETING HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Hicks Ditch Community Development District was held Wednesday, **December 13, 2023** at 9:15 a.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum:

Tony Iorio Shane Blanton Rocky Owen Chairman Assistant Secretary Assistant Secretary

Also present were:

George Flint Michelle Rigoni *by phone* District Manager, GMS District Counsel – Kutak Rock

FIRST ORDER OF BUSINESS

Roll Call

Mr. Iorio called the meeting to order, and Mr. Flint called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 25, 2023 Board of Supervisors Meeting

Mr. Iorio presented the minutes of the October 25, 2023 Board of Supervisors Meeting. He asked if the Board had any comments or corrections to those minutes. The Board had no changes to the minutes.

On MOTION by Mr. Owen, seconded by Mr. Blanton, with all in favor, the Minutes of the October 25, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Ranking of the Audit Committee and Authorizing Staff to Send a Notice of Intent to Award

Mr. Iorio noted that the Audit Committee ranking Grau & Associates #1 at the meeting held prior to the Board meeting.

On MOTION by Mr. Owen, seconded by Mr. Beasley, with all in favor, Accepting the Ranking of the Audit Committee and Authorizing Staff to Send a Notice of Intent to Award to #1 Ranked Grau & Associates, was approved.

FIFTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Rigoni had nothing further to report.

B. Engineer

There being no comments, the next item followed.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financial statements. He stated there is no action required

on the financials but if the Board has any comments, those can be discussed.

ii. Ratification of Funding Requests No. 14-16

Mr. Flint presented the Funding Requests No. 14-16 to the Board. He stated that these

funding requests were transmitted to the Developer under the Funding Agreement.

On MOTION by Mr. Owen, seconded by Mr. Beasley, with all in favor, Funding Requests No. 14-16, were ratified.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS Adjournment

Mr. Iorio asked for a motion of adjournment.

On MOTION by Mr. Owen, seconded by Mr. Beasley, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2024-01

[FY 2025 BUDGET APPROVAL RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FY 2025; SETTING A PUBLIC HEARING THEREON AND DIRECTING PUBLICATON; ADDRESSING TRANSMITTAL AND POSTING REQUIREMENTS; ADDRESSING SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("FY 2025"), the District Manager prepared and submitted to the Board of Supervisors ("Board") of the Hicks Ditch Community Development District ("District") prior to June 15, 2024, the proposed budget(s) attached hereto as Exhibit A ("Proposed Budget"); and

WHEREAS, the Board now desires to set the required public hearing on the Proposed Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit** A is hereby approved preliminarily.

2. **SETTING A PUBLIC HEARING; DIRECTING PUBLICATION.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, time, and location, and District staff is directed to provide notice of the same in accordance with Florida law:

DATE:	August 28, 2024
TIME:	9:30 A.M.
LOCATION:	Cooper Memorial Library
	2525 Oakley Seaver Drive
	Clermont, FL 34711

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENT; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to its adoption, and (ii) post the approved Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*.

4. **SEVERABILITY; EFFECTIVE DATE.** 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. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS DAY	OF, 2024.
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ATTEST:

HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT

Hicks Ditch Community Development District

Proposed Budget FY2025



Table of Contents

1	General Fund
2 - 4	Conorol Fund Norrotivo
2 - 4	General Fund Narrative

Community Development District

General Fund

Description		Proposed Budget FY2024		Actuals Thru 3/31/24		Projected Next 6 Months		Projected Thru 9/30/24		Proposed Budget FY2025
Revenues										
Assessments - Direct	\$	-	\$	-	\$	-	\$	-	\$	149,498
Developer Contributions	\$	136,998	\$	16,949	\$	30,229	\$	47,178	\$	-
Total Revenues	\$	136,998	\$	16,949	\$	30,229	\$	47,178	\$	149,498
Expenditures										
<u>General & Administrative</u>										
Supervisor Fees	\$	12,000	\$	600	\$	4,000	\$	4,600	\$	12,000
Fica Expense	\$	918	\$	46	\$	306	\$	352	\$	918
Engineering	\$	15,000	\$	250	\$	1,500	\$	1,750	\$	15,000
Attorney	\$	25,000	\$	1,677	\$	4,573	\$	6,250	\$	25,000
Annual Audit	\$	5,000	\$	3,200	\$	-	\$	3,200	\$	5,000
Assessment Administration	\$	5,000	\$	-	\$	-	\$	-	\$	5,000
Arbitrage	\$	450	\$	-	\$	-	\$	-	\$	450
Dissemination	\$	5,000	\$	-	\$	-	\$	-	\$	5,000
Trustee Fees	\$	4,100	\$	-	\$	-	\$	-	\$	4,100
Management Fees	\$	37,100	\$	9,375	\$	9,375	\$	18,750	\$	40,000
Information Technology	\$	1,800	\$	900	\$	900	\$	1,800	\$	1,800
Website Maintenance	\$ \$	1,200	\$ \$	600	\$ \$	600	\$ \$	1,200	\$ \$	1,200
Telephone	\$ \$	100 1,000	≯ \$	- 49	ծ \$	100 150	Դ \$	100 199	ծ \$	100 1,000
Postage & Delivery Insurance	э \$	6,000	⊅ \$	5,000	э \$	150	.⊅ \$	5,000	э \$	5,500
Printing & Binding	\$	1,000	\$	3,000	\$	47	.₽ \$	50	\$	1,000
Legal Advertising	\$	12,750	\$	560	\$	2,628	\$	3,188	\$	12,750
Contingency	\$	2,500	\$	149	\$	330	\$	479	\$	2,500
Office Supplies	\$	300	\$	1	\$	35	\$	36	\$	300
Travel Per Diem	\$	605	\$	-	\$	50	\$	50	\$	605
Dues, Licenses & Subscriptions	\$	175	\$	175	\$	-	\$	175	\$	175
Total Administrative	\$	136,998	\$	22,584	\$	24,594	\$	47,178	\$	139,398
Operation and Maintenance Field Expenditures										
Contingency	\$	-	\$	-	\$	-	\$	-	\$	10,100
Total Field Expenditures	\$	-	\$	-	\$	-	\$	-	\$	10,100
Total O&M Expenditures:	\$	-	\$	-	\$	•	\$	-	\$	10,100
Total Expenditures	\$	136,998	\$	22,584	\$	24,594	\$	47,178	\$	149,498
Excess Revenues/(Expenditures	5) \$	-	\$	(5,635)	\$	5,635	\$	-	\$	(0)
Product	ERU	Assessable Units		Total ERU's	Net	Assessment		Net Per Unit	G	ross Per Unit
Phase 1A	1.00	209		209.00		\$73,150		\$350.00		\$372.34
Phase 1B	0.66	138		91.50		\$32,024		\$232.06		\$246.87
Phase 2	0.66	191		126.64		\$44,323		\$232.06		\$246.87
Total ERU's		538		427.14		\$149,498				

Hicks Ditch Community Development District General Fund Narrative

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

<u>Attorney</u>

The District's legal counsel, Kutak Rock LLP, will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

<u>Annual Audit</u>

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

<u>Arbitrage Fees</u>

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its bonds and any other anticipated bond issuance.

Dissemination Fees

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues.

Hicks Ditch Community Development District General Fund Narrative

Trustee Fees

The District will pay annual trustee fees for the proposed bonds.

<u>Management Fees</u>

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc

<u>Website Maintenance</u>

Represents the costs with Governmental Management Services – Central Florida, LLC associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

<u>Telephone</u>

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

<u>Insurance</u>

The District's general liability and public official's liability insurance coverages.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Contingency

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Hicks Ditch Community Development District General Fund Narrative

<u>Travel Per Diem</u>

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Operations & Maintenance:

Field Services

<u>Contingency</u>

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

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SECTION C

SECTION 1

Community Development District

Unaudited Financial Reporting

March 31, 2024



Table of Contents

1	Balance Sheet
2	General Fund
3	Month to Month

Community Development District

Combined Balance Sheet

March 31, 2024

	eneral Fund	Totals Governmental Funds		
Assets:				
Operating Account	\$ 6,251	\$	6,251	
Due from Developer	\$ 1,813	\$	1,813	
Total Assets	\$ 8,064	\$	8,064	
Liabilities:				
Accounts Payable	\$ 2,718	\$	2,718	
FICA Payable	\$ 61	\$	61	
Total Liabilites	\$ 2,779	\$	2,779	
Fund Balance:				
Unassigned	\$ 5,285	\$	5,285	
Total Fund Balances	\$ 5,285	\$	5,285	
Total Liabilities & Fund Balance	\$ 8,064	\$	8,064	

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	,	Adopted		Prorated Budget		Actual		
		Budget	Thru 03/31/24		Thru	03/31/24	V	/ariance
Potropuos								
<u>Revenues:</u>								
Developer Contributions	\$	136,998	\$	16,949	\$	16,949	\$	-
Total Revenues	\$	136,998	\$	16,949	\$	16,949	\$	-
Expenditures:								
<u>General & Administrative:</u>								
Supervisors Fees	\$	12,000	\$	6,000	\$	600	\$	5,400
FICA Expense	\$	918	\$	459	\$	46	\$	413
Engineering	\$	15,000	\$	7,500	\$	250	\$	7,250
Attorney	\$	25,000	\$	12,500	\$	1,677	\$	10,823
Annual Audit	\$	5,000	\$	5,000	\$	3,200	\$	1,800
Assessment Administration	\$	5,000	\$	-	\$	-	\$	-
Arbitrage	\$	450	\$	-	\$	-	\$	-
Dissemination	\$	5,000	\$	-	\$	-	\$	-
Trustee Fees	\$	4,100	\$	-	\$	-	\$	-
Management Fees	\$	37,100	\$	18,550	\$	9,375	\$	9,175
Information Technology	\$	1,800	\$	900	\$	900	\$	-
Website Maintenance	\$	1,200	\$	600	\$	600	\$	-
Telephone	\$	100	\$	50	\$	-	\$	50
Postage & Delivery	\$	1,000	\$	500	\$	49	\$	451
Insurance	\$	6,000	\$	6,000	\$	5,000	\$	1,000
Printing & Binding	\$	1,000	\$	500	\$	3	\$	497
Legal Advertising	\$	12,750	\$	6,375	\$	560	\$	5,815
Other Current Charges	\$	2,500	\$	1,250	\$	149	\$	1,101
Office Supplies	\$	300	\$	150	\$	1	\$	149
Travel Per Diem	\$	605	\$	303	\$	-	\$	303
Dues, Licenses & Subscriptions	\$	175	\$	175	\$	175	\$	-
Total Expenditures	\$	136,998	\$	66,812	\$	22,584	\$	44,227
Excess Revenues (Expenditures)	\$	-			\$	(5,635)		
Fund Balance - Beginning	\$	-			\$	10,920		
Fund Balance - Ending	\$	-			\$	5,285		

Community Development District Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ 2,448 \$	2,815 \$	2,511 \$	2,020 \$	5,341 \$	1,813 \$	- \$	- \$	- \$	- \$	- \$	- \$	16,94
Total Revenues	\$ 2,448 \$	2,815 \$	2,511 \$	2,020 \$	5,341 \$	1,813 \$	- \$	- \$	- \$	- \$	- \$	- \$	16,94
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ - \$	200 \$	- \$	400 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6
ICA Expense	\$ - \$	15 \$	- \$	31 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
ngineering	\$ 250 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2
ttorney	\$ 181 \$	267 \$	325 \$	- \$	664 \$	241 \$	- \$	- \$	- \$	- \$	- \$	- \$	1,
nnual Audit	\$ - \$	- \$	- \$	- \$	3,200 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,
ssessment Administration	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
rbitrage	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Dissemination	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
'rustee Fees	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Aanagement Fees	\$ 1,563 \$	1,563 \$	1,563 \$	1,563 \$	1,563 \$	1,563 \$	- \$	- \$	- \$	- \$	- \$	- \$	9,
nformation Technology	\$ 150 \$	150 \$	150 \$	150 \$	150 \$	150 \$	- \$	- \$	- \$	- \$	- \$	- \$	9
Vebsite Maintenance	\$ 100 \$	100 \$	100 \$	100 \$	100 \$	100 \$	- \$	- \$	- \$	- \$	- \$	- \$	
Telephone	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Postage & Delivery	\$ 2 \$	39 \$	1 \$	3 \$	4 \$	1 \$	- \$	- \$	- \$	- \$	- \$	- \$	
nsurance	\$ 5,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,0
Printing & Binding	\$ - \$	1 \$	- \$	2 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
egal Advertising	\$ 357 \$	- \$	203 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5
Other Current Charges	\$ 8 \$	8 \$	8 \$	48 \$	38 \$	38 \$	- \$	- \$	- \$	- \$	- \$	- \$:
Office Supplies	\$ 0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	- \$	- \$	- \$	- \$	- \$	- \$	
ravel Per Diem	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Dues, Licenses & Subscriptions	\$ 175 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1
Fotal Expenditures	\$ 7,785 \$	2,343 \$	2,350 \$	2,296 \$	5,719 \$	2,092 \$	- \$	- \$	- \$	- \$	- \$	- \$	22,5
Excess Revenues (Expenditures)	\$ (5,338) \$	473 \$	162 \$	(276) \$	(377) \$	(279) \$	- \$	- \$	- \$	- \$	- \$	- \$	(5,6

SECTION 2

Community Development District

Funding Request #16 November 28, 2023

Bill to:	TLC Pine Meadows, LLC Payee	General Fund FY2024			
1	Governmental Management Services Invoice # 13 - Management Fees - November 2023	\$	1,852.23		
2	Kutak Rock LLP Invoice # 3311995 - General Counsel - October 2023	\$	181.27		
	Total:	\$	2,033.50		

Please make check payable to:

Hicks Ditch Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

GMS-Central Florida, LLC

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 13 Invoice Date: 11/1/23 Due Date: 11/1/23 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - November 2023		1,562.50	1,562.50
Website Administration - November 2023		100.00	100.00
Information Technology - November 2023		150.00	150.00
Office Supplies		0.09	0.09
Postage		38.89	38.89
Copies		0.75	0.75
	Total		\$1,852.23
	Payments		\$0.00
	Balance D	Due	\$1,852.23

RECEIVED 11/16/23

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

November 22, 2023

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #10400016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470 Reference: Invoice No. 3311995 Client Matter No. 29823-1 Notification Email: eftgroup@kutakrock.com

Mr. George Flint	
Hicks Ditch CDD	
c/o Governmental Management Services – Central Florida, LLC	
219 East Livingston Street	
Orlando, FL 32801	Invoice No. 3311995
	29823-1

Re: General Counsel

For Professional Legal Services Rendered

10/12/23 10/23/23 10/24/23	M. Rigoni M. Rigoni S. Sandy	0.10 0.10 0.10	27.50 27.50 32.00	Update development status chart Review final agenda Review and process FY 2023-2024 DEO Special District form
10/25/23	M. Rigoni	0.30	82.50	Prepare for and attend Board meeting; perform meeting follow-up
TOTAL HO	URS	0.60		
TOTAL FO	R SERVICES R	ENDERED		\$169.50
DISBURSE	MENTS			
Freight and	Postage		11.	77
TOTAL DIS	SBURSEMENT	S		<u>11.77</u>
TOTAL CU	RRENT AMOU	INT DUE		<u>\$181.27</u>

RECEIVED 11/22/23

Community Development District

Funding Request #17 December 19, 2023

Bill to:	TLC Pine Meadows, LLC	G	General Fund	
	Payee	FY2024		
1	Governmental Management Services			
	Invoice # 14 - Management Fees - December 2023	\$	1,813.8	
2	Kutak Rock LLP			
	Invoice # 3326129 - General Counsel - November 2023	\$	267.0	
3	Supervisor Fees - 12/13/23 meeting			
	Rocky Owen	\$	215.3	
	Shane Blanton	\$	215.3	
	Total:	\$	2,511.43	

Please make check payable to:

Hicks Ditch Community Development District

6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

GMS-Central Florida, LLC

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 14 Invoice Date: 12/1/23 Due Date: 12/1/23 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - December 2023		1,562.50	1,562.50
Website Administration - December 2023		100.00	100.00
Information Technology - December 2023		150.00	150.00
Office Supplies		0.06	0.06
Postage			1.27
	Total		\$1,813.83
	Payment	s/Credits	\$0.00
	Balance	Due	\$1,813.83

RECEIVED 12/11/23

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

December 13, 2023

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #10400016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470 Reference: Invoice No. 3326129 Client Matter No. 29823-1 Notification Email: eftgroup@kutakrock.com

Mr. George Flint	
Hicks Ditch CDD	
c/o Governmental Management Services – Central Florida, LLC	
219 East Livingston Street	
Orlando, FL 32801	Invoice No. 3326129
	29823-1

Re: General Counsel

For Professional Legal Services Rendered

11/06/23	M. Rigoni	0.10	27.50	Confer with Flint regarding audit RFP
11/07/23	M. Rigoni	0.10	27.50	Update development status chart and circulate same
11/07/23	D. Wilbourn	0.60	102.00	Prepare audit RFP package
11/20/23	M. Rigoni	0.40	110.00	Finalize audit RFP packet and notice
TOTAL HOURS 1.20				
TOTAL FOR SERVICES RENDERED			\$267.00	
TOTAL CURRENT AMOUNT DUE				<u>\$267.00</u>

RECEIVED 12/13/23

Attendance Confirmation for BOARD OF SUPERVISORS

DEC 15 2023

District Name:

Hicks Ditch CDD

Board Meeting Date:

December 13, 2023

	Name	In Attendance Please √	Fee Involved Yes / No
1	Jason Lonas		No
2	Anthony Iorio	~	No
3	Doug Beasley		No
4	Rocky Owen	~	Yes (\$200)
5	Shane Blanton		Yes (\$200)

The supervisors present at the above referenced meeting should be compensated accordingly.

Approved for Payment:

District Manager Signature

12/13 Date 23

****RETURN SIGNED DOCUMENT TO DISTRICT ACCOUNTANT****

Community Development District

Funding Request #18 January 16, 2024

Bill to:	TLC Pine Meadows, LLC Payee	Ge	General Fund FY2024	
1	Gannett Media Corp - Gannett Florida LocallQ Invoice # 0006135112 - Legal Advertising	\$	203.28	
2	Governmental Management Services Invoice # 15 - Management Fees - January 2024	\$	1,817.10	
	Total:	\$	2,020.38	

Please make check payable to:

Hicks Ditch Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

			ACCOUM		ACCOUNT #	PAGE #
			Hicks D	itch CDD	1194543	1 of 1
- 7	Loca	IQ	INVOICE #	BILLING PERIOD	PAYMENT DU	JE DATE
-	Florida		0006135112	Dec 1- Dec 31, 2023	January 20	2024
	GANNETT		PREPAY (Memo Info)	UNAPPLIED (included in amt due)	TOTAL CASH A	MT DUE*
			\$0.00	\$0.00	\$203.2	8
	BILLING ACCOUNT NAME	AND ADDRESS				
Hicks Ditch CDD 219 E Livingston ST Orlando, FL 32801-1508			annum or the maximum related to rates incorrect within 30 days of the inv	Legal Entity: Gannett Media Past due accounts are subject legal rate (whichever is less sty invoiced or paid must be voice date or the claim will be I within 30 days of issuance or t All funds payable in US do	to interest at the rate of s). Advertiser claims for submitted in writing to waived. Any credit towa the credit will be forfeite	or a credit Publisher ards future
BILLING INQU	IRIES/ADDRESS CHANGE	3 1-877-736-7612 or smb@ccc.ga	I innett.com		FEDERAL ID 47-2	390983
To sign-up Date	for E-mailed invoices ar	nd online payments please o	contact abgspecial@gar	nnett.com. Previous acc	count number:	Amount
12/1/23	Balance Forward					\$122.18
12/13/23	PAYMENT - THANK YOU	J				-\$122.18
Package Ad	vertising:					
Start-End Date	Order Number	Description		PO Nu	umber	Package Cost
12/4/23	9576300	Notice of Special Meeting				\$93.74
12/4/23	9576712	Notice of Auditor Selection Co	ommittee			\$109.54

RECEIVED 1/5/24

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due\$203.28Service Fee 3.99%\$8.11*Cash/Check/ACH Discount-\$8.11*Payment Amount by Cash/Check/ACH\$203.28Payment Amount by Credit Card\$211.39

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

AMOUNT PAID	NUMBER	NUMBER INVOICE NUM		ACCOUNT NAME ACCOUNT N		
	35112	00061	4543	119	Hicks Ditch CDD	
TOTAL CASH AMT DUE*	UNAPPLIED PAYMENTS	120+ DAYS PAST DUE	90 DAYS PAST DUE	60 DAYS PAST DUE	30 DAYS PAST DUE	CURRENT DUE
\$203.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$203.28
TOTAL CREDIT CARD AMT DUE	TO PAY WITH CREDIT CARD PLEASE CALL:		REMITTANCE ADDRESS (Include Account# & Invoice# on check)			
\$211.39	1-877-736-7608 \$21 *					
nents please contact	s and online payr al@gannett.com		To sign up fo	Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244		



PROOF OF PUBLICATION

Brittany Brookes Hicks Ditch CDD 219 E Livingston ST Orlando FL 32801-1508

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Daily Commercial, published in Lake County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Lake County, Florida, or in a newspaper by print in the issues of, on:

12/04/2023

PO #:

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 12/04/2023

Λ	MAN	W
Legal Clerk	VII	IA
Notary, State of WI	, County of Brown	どう
My commision exp	ires	,
Publication Cost:	\$93.74	
Order No:	9576300	# of Copies:
Customer No:	1194543	1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

KAITLYN FELTY Notary Public State of Wisconsin

PO Box 631244 Cincinnati, OH 45263-1244

NOTICE OF MEETING HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Hicks Ditch Community Development District will be held on Wednesday, December 13, 2023, at 9:15 a.m. at the Cooper Memorial Library, 2525 Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, FL 34711 for the purpose of holding an Audit Committee Meeting and any such other matters that may come before the Board. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the meeting agenda may obtained from the be. District Manager at 219 E. Livingston Street, Orlando, FL 32801. This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors, Staff or other individuals will participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least fortyeight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager Governmental Management Services – Central Florida, LLC

L#9576300 12/04/2023



PROOF OF PUBLICATION

NOTICE OF MEETING HICKS DITCH COMMUNITY DEVELOPMENT DISTRICT

Brittany Brookes Hicks Ditch CDD 219 E Livingston ST Orlando FL 32801-1508

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Daily Commercial, published in Lake County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Lake County, Florida, or in a newspaper by print in the issues of, on:

12/04/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 12/04/2023

	MA	ill
Legal Clerk	m'	TACA
Notary, State of WI	, County of Brown	5/27
My commision expi	ires	
Publication Cost:	\$109.54	
Order No:	9576712	# of Copies:
Customer No:	1194543	1
PO #:		

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

Notice is hereby given that the Audi-tor Selection Committee ("Committee") meeting of the Hicks Ditch Community Development District ("District") will be held on Wednes-day, December 13, 2023, at 9:15 a.m. adt the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, FL 34711. The Board of Supervisors ("Board") of the Hicks Ditch Community Development District will hold its special Board of Supervisors meeting immediately following the conclusion of the Auditor Selection Committee Meeting. A copy of the agenda may be obtained from the District's website: https://hicksditchcdd.com/ or by contacting the District Manager at 407-841-5524 and providing a telephone and email address during normal business hours. The will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. Any person requiring special accom-

Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager Governmental Management Services, Central Florida L#9576712 12/04/2023

KAITLYN FELTY Notary Public State of Wisconsin 5

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 15 Invoice Date: 1/1/24 Due Date: 1/1/24 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - January 2024		1,562.50	1,562.50
Website Administration - January 2024		100.00	100.00
nformation Technology - January 2024		150.00	150.00
Office Supplies		0.12	0.12
Postage		2.53 1.95	2.53 1.95
Copies			
	Total	s/Credits	\$1,817.10
	Balance		\$1,817.10

RECEIVED 1/10/24

Community Development District

Funding Request #19 February 6, 2024

Bill to:	TLC Pine Meadows, LLC	Ge	eneral Fund
	Payee		FY2024
4			
1	Grau & Associates Invoice # 25106 - Audit FYE 09/30/2023	\$	3,200.0
2	Kutak Rock LLP		
	Invoice # 3342223 - General Counsel - December 2023	\$	324.5
	Total:	\$	3,524.5

Please make check payable to:

Hicks Ditch Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

Grau and Associates

951 W. Yamato Road, Suite 280 Boca Raton, FL 33431www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Hicks Ditch Community Development District 219 East Livingston Street Orlando, FL 32801

Invoice No. 25106 Date 02/05/2024

SERVICE

AMOUNT

Audit FYE 09/30/2023

\$ 3,200.00

Current Amount Due \$<u>3,200.00</u>

RECEIVED 2/5/24

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance	
3,200.00	0.00	0.00	0.00	0.00	3,200.00	
Payment due upon receint						

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

January 30, 2024

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #10400016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470 Reference: Invoice No. 3342223 Client Matter No. 29823-1 Notification Email: eftgroup@kutakrock.com

Mr. George Flint	
Hicks Ditch CDD	
c/o Governmental Management Services – Central Florida, LLC	
219 East Livingston Street	
Orlando, FL 32801	Invoice No. 3342223
	29823-1

Re: General Counsel

For Professional Legal Services Rendered

12/03/23	L. Whelan	0.70	269.50	Monitor legislative process relating
12/13/23	M. Rigoni	0.20	55.00	to matters impacting special districts Attend audit committee and board meeting and follow-up
TOTAL HO	URS	0.90		

TOTAL FOR SERVICES RENDERED

TOTAL CURRENT AMOUNT DUE

UNPAID INVOICES:

November 22, 2023	Invoice No. 3311995	181.27 paid 1/31/24 ck 39
TOTAL DUE		<u>\$505.77</u>

\$324.50

\$324.50

Community Development District

Funding Request #20 February 19, 2024

Bill to:	TLC Pine Meadows, LLC Payee		neral Fund FY2024
1	Governmental Management Servi e Invoice # 16 - Management Fees - Feb		\$ 1,816.89
		Total:	\$ 1,816.89
	Please make check payable to:		

Hicks Ditch Community Development District

6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 16 Invoice Date: 2/1/24 Due Date: 2/1/24 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - February 2024		1,562.50	1,562.50
Website Administration - February 2024		100.00	100.00
Information Technology - February 2024		150.00	150.00
Office Supplies		0.18	0.18
Postage		4.21	4.21
	Total		\$1,816.89
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$1,816.89

RECEIVED 2/14/24

v

Community Development District

Funding Request #21 March 11, 2024

Bill to:	TLC Pine Meadows, LLC Payee		Ge	neral Fund FY2024
1	Governmental Management Serv Invoice # 17 - Management Fees - Ma		\$	1,813.17
		Total:	\$	1,813.17
	Please make check payable to:			
	Hicks Ditch Community Developmen	at District		

6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 17 Invoice Date: 3/1/24 Due Date: 3/1/24 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Ianagement Fees - March 2024		1,562.50	1,562.50
Vebsite Administration - March 2024		100.00	100.00
nformation Technology - March 2024		150.00	150.00
Office Supplies	V	0.03	0.0: 0.6
Postage			
	Total Payment	s/Credits	\$1,813.17 \$0.00
	Balance		\$1,813.17

Community Development District

Funding Request #22 April 15, 2024

Bill to:	TLC Pine Meadows, LLC Payee	General Fund FY2024	
1	Governmental Management Services Invoice # 18 - Management Fees - April 2024	\$	1,813.85
2	Kutak Rock LLP Invoice # 3368049 - General Counsel - January/February 2024	\$	663.50
	Total:	\$	2,477.35

Please make check payable to:

Hicks Ditch Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 18 Invoice Date: 4/1/24 Due Date: 4/1/24 Case: P.O. Number:

Bill To: Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Management Fees - April 2024		1,562.50	1,562.50
Nebsite Administration - April 2024		100.00	100.00
nformation Technology - April 2024		150.00	150.00
Office Supplies		0.06	0.06
Postage		1.29	1.29
	Total		\$1,813.85
	Paymen	ts/Credits	\$0.00
	Balance	Due	\$1,813.85

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

March 26, 2024

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #10400016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470 Reference: Invoice No. 3368049 Client Matter No. 29823-1 Notification Email: eftgroup@kutakrock.com

Mr. George Flint	
Hicks Ditch CDD	
c/o Governmental Management Services – Central Florida, LLC	
219 East Livingston Street	
Orlando, FL 32801	Invoice No. 3368049
	20022 1

Re: General Counsel

For Professional Legal Services Rendered

01/17/24	S. Sandy	0.10	33.00	Confer regarding draft agenda
01/20/24	G. Lovett	0.70	175.00	Monitor legislative process relating
				to matters impacting special districts
01/29/24	M. Rigoni	0.20	58.00	Update development status chart
01/31/24	M. Rigoni	0.10	29.00	Attend development status call
01/31/24	S. Sandy	0.20	66.00	Attend project status call; conduct
				follow-up regarding same
02/04/24	L. Whelan	0.70	269.50	Monitor legislative process relating
				to matters impacting special districts
02/20/24	S. Sandy	0.10	33.00	Confer regarding February meeting
TOTAL HOURS 2		2.10		
TOTAL EOD SEDVICES DENDEDED				\$662.50

TOTAL FOR SERVICES RENDERED

TOTAL CURRENT AMOUNT DUE

\$663.50

29823-1

<u>\$663.50</u>

SECTION 3

Community Development District

Funding Request #23 May 14, 2024

Bill to:	TLC Pine Meadows, LLC	Ge	General Fund	
	Payee		FY2024	
4	Community in the IM and a second s			
1	Governmental Management Services Invoice # 19 - Management Fees - May 2024	\$	1,812.5	
2	Kutak Rock LLP			
	Invoice # 3382841 - General Counsel - March 2024	\$	241.0	
	Total:	\$	2,053.5	

Please make check payable to:

Hicks Ditch Community Development District 6200 Lee Vista Blvd, Suite 300 Orlando, FL 32822

1001 Bradford Way Kingston, TN 37763

Invoice

Invoice #: 19 Invoice Date: 5/1/24 Due Date: 5/1/24 Case: P.O. Number:

Hicks Ditch CDD 219 E. Livingston St. Orlando, FL 32801

Bill To:

Description	Hours/Qty	Rate	Amount
Management Fees - May 2024 Website Administration - May 2024 nformation Technology - May 2024		1,562.50	1,562.50
Website Administration - May 2024		100.00 150.00	100.00
		130.00	150.00
	Total Payment	s/Credits	\$1,812.50
	Balance	Due	\$1,812.50

RECEIVED 5/10/24

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600 Facsimile 404-222-4654

Federal ID 47-0597598

April 30, 2024

Check Remit To: Kutak Rock LLP PO Box 30057 Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #10400016 First National Bank of Omaha Kutak Rock LLP A/C # 24690470 Reference: Invoice No. 3382841 Client Matter No. 29823-1 Notification Email: eftgroup@kutakrock.com

Mr. George Flint	
Hicks Ditch CDD	
c/o Governmental Management Services – Central Florida, LLC	
219 East Livingston Street	
Orlando, FL 32801	Invoice No. 3382841
	29823-1

Re: General Counsel

For Professional Legal Services Rendered

03/17/24	G. Lovett	0.70	175.00	Monitor legislative process relating to matters impacting special districts
03/22/24	S. Sandy	0.20	66.00	Review FY 2024 audit
TOTAL HO	URS	0.90		
TOTAL FOR SERVICES RENDERED				\$241.00
TOTAL CURRENT AMOUNT DUE <u>\$241</u>				

RECEIVED 5/1/24

SECTION 4



1898 E. Burleigh Blvd. • P.O. Box 457 • Tavares, FL 32778 P 352-343-9734 F 352-343-3605 E Hays@lakevotes.gov

April 22, 2024

Brittany Brookes, Recording Secretary 219 E. Livingston St. Orlando FL 32801

Re: District Counts

The number of registered voters within the Hicks Ditch Community Development District as of April 15, 2024 is <u>0</u>.

If we may be of further assistance, please contact this office.

Sincerely,

D. alan Hayf

D. Alan Hays Lake County Supervisor of Elections