

**HILLTOP POINT  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
SPECIAL ORGANIZATIONAL MEETING  
JANUARY 28, 2022**

**HILLTOP POINT  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
FRIDAY, JANUARY 28, 2022 AT 10:00 A.M.  
LONG LAKE RESERVE AMENITY CENTER  
LOCATED AT 19617 BREYNIA DR., LUTZ, FL 33558**

<b>District Board of Supervisors</b>	Supervisor Supervisor Supervisor Supervisor Supervisor	Betty Valenti Keith Malcuit Lee Thompson John Blakley Steven Umansky
<b>District Manager</b>	Meritus	Brian Lamb
<b>District Attorney</b>	Erin McCormick Law, PA	Erin McCormick
<b>District Engineer</b>	Stantec, Inc	Tonja Stewart

*All cellular phones and pagers must be turned off while in the meeting room*

**The District Agenda is comprised of four different sections:**

The meeting will begin at **10:00 a.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

January 28, 2022  
Board of Supervisors  
**Hilltop Point Community Development District**

*Dear Board Members:*

The Special Organizational Meeting of Hilltop Point Community Development District will be held on **January 28, 2022 at 10:00 a.m.** at the Long Lake Reserve Amenity Center located at 19617 Breynia Dr., Lutz, FL 33558. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

- 1. CALL TO ORDER**
  - A. Overview of Meeting Procedures and Decorum
- 2. PUBLIC COMMENT PERIOD**
- 3. CONFIRMATION OF NOTICE OF MEETING**
- 4. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION**
- 5. SEAT NEW BOARD MEMBERS**
  - A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities
- 6. APPOINTMENT OF OFFICERS – Resolution 2022-01 ..... Tab 01**
  - A. Chairman
  - B. Vice Chairman
  - C. Secretary
  - D. Treasurer
  - E. Assistant Secretaries
- 7. APPOINTMENT OF CONSULTANTS**
  - A. Consider Appointment of District Manager and Assessment  
Consultant – **Resolution 2022-02**..... **Tab 02**
  - B. Designation of Registered Agent/Office – **Resolution 2022-03** ..... **Tab 03**
  - C. Consider Appointment of District General Counsel – **Resolution 2022-04**..... **Tab 04**
  - D. Consider Appointment of Interim District Engineer – **Resolution 2022-05** ..... **Tab 05**
    - i. Consideration of Interim District Engineering Agreement
    - ii. Authorize RFQ for District Engineer
  - E. Consider Appointment of Bond Counsel..... **Tab 06**
  - F. Consider Appointment of Investment Banker ..... *Under Separate Cover*
  - G. Consider Appointment of Trustee – **US Bank- By Motion** ..... **Tab 07**
- 8. BUSINESS MATTERS**
  - A. Consider Authorizing Notice of Establishment-**Resolution 2022-06** ..... **Tab 08**
  - B. Consider Policy of Compensation for Board Members – **Resolution 2022-07**..... **Tab 09**
  - C. Consider Policy of Reimbursement of District Travel Expenses – **Resolution 2022-08** ..... **Tab 10**
  - D. Consider Designation of Primary Administrative Office and Local Records  
Office – **Resolution 2022-09**..... **Tab 11**
  - E. Consider District Records Retention Schedule – **Resolution 2022-10** ..... **Tab 12**
  - F. Consider Fiscal Year 2022 Regular Meeting Schedule and Location-**Resolution 2022-11**. **Tab 13**
  - G. Consider Landowners’ Meeting Date, Time and Location- **Resolution 2022-12** ..... **Tab 14**
  - H. Consider Proposed FY 2022 Annual Budget & Set Public Hearing –  
**Resolution 2022-13**..... **Tab 15**
  - I. Set Public Hearing for Uniform Method of Collections – **Resolution 2022-14**..... **Tab 16**
  - J. Consider Rules of Procedure & Setting Public Hearing - **Resolution 2022-15** ..... **Tab 17**
  - K. Consider Policy Re: Support & Legal Defense for Board & Staff- **Resolution 2022-16** .... **Tab 18**
  - L. Authorization to obtain General Liability and Public Officers Insurance-**By Motion**

M. Consider Designation of a Qualified Public Depository- <b>Resolution 2022-17</b> .....	<b>Tab 19</b>
N. Authorization of Signatories- <b>Resolution 2022-18</b> .....	<b>Tab 20</b>
O. Authorization to Disburse Funds for Expenses- <b>Resolution 2022-19</b> .....	<b>Tab 21</b>
P. Consider Adoption of Investment Policy- <b>Resolution 2022-20</b> .....	<b>Tab 22</b>
Q. Consider Approval of Florida Statewide Mutual Aid Agreement- <b>Resolution 2022-21</b> .....	<b>Tab 23</b>
R. Consider Provisions for Public Comments – <b>Resolution 2022-22</b> .....	<b>Tab 24</b>
S. Appointment of Audit Committee - <b>By Motion</b>	
T. Consideration of ADA Website Compliance Agreement .....	<b>Tab 25</b>
<b>9. PRELIMINARY REPORT PRESENTATIONS</b>	
A. Consideration of Report of Engineer .....	<i>Under Separate Cover</i>
B. Consideration of the Bond Validation Report.....	<b>Tab 26</b>
C. Authorizing Issuance of Bonds/Filing of Validation Complaint - <b>Resolution 2022-23</b> .....	<b>Tab 27</b>
i. Master Trust Indenture	
D. Consider Authorization of Chairman to Accept or Execute Certain Documents <b>Resolution 2022-24</b> .....	<b>Tab 28</b>
E. Consider Consenting to Expansion of the District and Acceptance of Delivery of the Expansion Petition – <b>Resolution 2022-25</b> .....	<b>Tab 29</b>
F. Other Matters Relating to Financing	
<b>10. ADMINISTRATIVE MATTERS</b>	
A. Request for Working Capital – <b>By Motion</b>	
<b>11. STAFF REPORTS</b>	
A. District Counsel	
B. District Manager	
C. District Engineer	
<b>12. BOARD MEMBERS COMMENTS</b>	
<b>13. PUBLIC COMMENTS</b>	
<b>14. ADJOURNMENT</b>	