

**MINUTES OF MEETING
HAMILTON BLUFF
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Hamilton Bluff Community Development District was held on Wednesday, **October 26, 2022** at 9:46 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Lauren Schwenk	Vice Chairperson
Bobbie Henley	Assistant Secretary
Jessica Kowalski	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, KE Law
Rey Malave	District Engineer, Dewberry

The following is a summary of the discussions and actions taken at the October 26, 2022 Hamilton Bluff Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called role. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public members present at the meeting.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oath to Newly Appointed Supervisor Eric Lavoie (Appointed July 27, 2022)

Ms. Burns stated Mr. Eric Lavoie was sworn in prior to the start of the meeting.

B. Consideration of Resolution 2022-41 Appointing Assistant Secretary (Tabled from July 27, 2022 Meeting)

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Ms. Burns stated this resolution would appoint Mr. Eric Lavoie as an Assistant Secretary.

On MOTION by Ms. Schwenk, seconded by Ms. Kowalski, with all in favor, Resolution 2022-41 Appointing Mr. Eric Lavoie as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS **Approval of Minutes of the July 27, 2022 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the July 27, 2022 Board of Supervisors meetings and asked for any questions, comments, or corrections. The Board had no changes.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Minutes of the July 27, 2022 Board of Supervisors Meetings, were approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2023-01 Ratifying the Fiscal Year 2023 Meeting Schedule**

Ms. Burns noted that this would set their meeting scheduled for the fourth Wednesday of the month at 9:45 a.m. at the current location.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, Resolution 2023-01 Ratifying the Fiscal Year 2023 Meeting Schedule, was approved.

SIXTH ORDER OF BUSINESS **Appointment of Audit Committee**

Ms. Burns asked for a motion to appoint the Board as the Audit Committee.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, Appointing the Board as the Audit Committee, was approved.

SEVENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Van Wyk had nothing to report.

B. Engineer

Mr. Malave had nothing further to report.

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C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from July 20th through October 17th totaling \$17,848.04. There being no questions from the Board, she asked for a motion of approval.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns presented the unaudited financial reports through the end of September. This is for informational purposes only and there was no action required from the Board.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns noted that they would cancel the Thanksgiving meeting.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman