

**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, **April 26, 2023** at 9:59 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

Also, present were:

Jill Burns	District Manager, GMS
Jennifer Kilinski	District Counsel, KVW Law
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Molly Banfield <i>via Zoom</i>	District Engineer, Dewberry

The following is a summary of the discussions and actions taken at the April 26, 2023 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 roll. Three 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

**Approval of Minutes of the February 22, 2023
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the February 22, 2023 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes.

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On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Minutes of the February 22, 2023 Board of Supervisors, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-02 Approving the Proposed Fiscal Year 2023/2024 Budget (Suggested Date: July 26, 2023) and Setting the Public Hearing to Adopt the Fiscal Year 2023/2024 Budget

Ms. Burns presented Resolution 2023-02 to the Board. She stated that based on the development timelines, they don't anticipate field or amenity expenses in the upcoming year. She noted that this was primarily an admin budget, but they did include a field contingency and a line item for a playground lease in case those come online early. This is setting the public hearing for July 26, 2023 at 9:45 a.m. at the same location. The budget is included with the resolution. She explained that it is developer funded, so they will only bill for expenses as incurred. She stated that she would be happy to answer any questions that anyone might have.

On MOTION by Ms. Schwenk, seconded by Ms. Kowalski, with all in favor, Resolution 2023-02 the Proposed Fiscal Year 2023/2024 Budget and Setting the Public Hearing to Adopt the Fiscal Year 2023-2024 Budget for July 26, 2023 at 9:45 a.m., was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-03 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings

Ms. Burns presented Resolution 2023-03 to the Board. She stated that this was still in the rules of procedure for this District that required the monthly meeting notices. This resolution will waive that and allow them to just do the annual meeting notice.

On MOTION by Ms. Schwenk, seconded by Ms. Kowalski, with all in favor, Resolution 2023-03 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings, was approved.

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SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04
Authorizing Bank Account Signatories**

Ms. Burns presented Resolution 2023-04 to the Board. She explained that this resolution authorizes certain offices as signers on the District’s bank account.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, Resolution 2023-04 Authorizing Bank Account Signatories, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kilinski had nothing to report.

B. Engineer

Ms. Banfield nor Mr. Malave had anything to report.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from February 1st to March 31st totaling \$18,678.33. There being no questions from the Board, she asked for a motion of approval.

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

ii. Balance Sheet and Income Statement

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

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

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TENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman