

**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, **February 28, 2024**, at 9:45 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

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

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Savannah Hancock <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Chace Arrington	District Engineer, Dewberry
Chuck Cavaretta	Developer's Office

The following is a summary of the discussions and actions taken at the February 28, 2024 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 January 24, 2024 Board of Supervisors Meeting

Ms. Burns presented the minutes from the January 24, 2024 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes.

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On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Minutes of the January 24, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Presentation and Approval of Engineer’s Report – Amended and Restated dated December 5, 2023, Revised February 23, 2024 – ADDED

Mr. Malave stated the report has a minor revision that was done, dated and noted as revised February 23, 2024. It was geared toward the cost table where some minor changes were made, other than that everything else is the same. This report provides for the changes to the boundary and total land of 710 acres and number of units by phase to the amended boundary. The cost estimate somewhat stayed the same other than minor changes based on recommendations from Lauren.

Mr. Van Wyk asked if it was Mr. Malave’s opinion that the costs outlined in this report are still fair and reasonable given the project to be constructed. Mr. Malave stated he does agree with that. Mr. Van Wyk asked if there is any reason why they wouldn’t be able to construct the improvements as outlined in the report. Mr. Malave stated none that he knows of.

On MOTION by Ms. Kowalski, seconded by Mr. Lavoie, with all in favor, the Engineer’s Report – Amended and Restated dated December 5, 2023, Revised February 23, 2024, was approved.

FIFTH ORDER OF BUSINESS

Presentation and Approval of Updated Supplemental Assessment Methodology Report for Assessment Area One dated January 3, 2024

Ms. Burns noted the only change to this report was the change in the CIP cost table for the Engineer’s Report. Because the bond sizing did not change, none of the other figures in the report changed. Mr. Van Wyk asked if it is still her opinion that the assessments are fairly and reasonably apportioned across the product type to be assessed. Ms. Burns stated yes. Mr. Van Wyk asked if it is her opinion that the benefit received by the parcels is equal to or greater than the burden placed upon the parcels by the assessments. Ms. Burns stated yes.

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On MOTION by Ms. Kowalski, seconded by Ms. Henley with all in favor, the Updated Supplemental Assessment Methodology Report for Assessment Area One Dated January 3, 2034, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-03 Supplemental Assessment Resolution
(tabled from January 24, 2024 Board Meeting)

Ms. Burns stated FMS is planning to price this week so the intent is to continue this meeting when they get to the end so there will be final numbers and approve this at a meeting that they are looking to schedule for March 5th.

**Lauren Schwenk joined the meeting at this time.*

SEVENTH ORDER OF BUSINESS

Review and Ranking of Proposals Received for Eagle Landing Phase 2 RFP for Construction Services and Authorizing Staff to Send Notices of Intent to Award *(to be provided under separate cover)*

Mr. Cavaretta noted they have received proposals but not ready to present them to the Board at this time. Ms. Burns stated this will be tabled until the March 5th meeting.

EIGHTH ORDER OF BUSINESS

Consideration of 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is the District’s annual renewal.

On MOTION by Ms. Henley, seconded by Mr. Lavoie, with all in favor, the 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock and Mr. Van Wyk had nothing to report.

B. Engineer

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Mr. Malave noted that he had nothing more to report.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register for Board’s review. She asked for any questions, otherwise looking for a motion to approve.

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

ii. Balance Sheet and Income Statement

Ms. Burns presented the unaudited financial reports. There is no action required from the Board.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Continuation of Meeting to Tuesday, March 5, 2024 at 1:30 PM at 346 E. Central Ave., Winter Haven, FL 33880

The meeting was adjourned.

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

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
Rennie Heath
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Chairman/Vice Chairman