

**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, **March 27, 2024**, at 9:45 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Jessica Kowalski	Assistant Secretary
Bobbie Henley	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Chace Arrington <i>via Zoom</i>	District Engineer, Dewberry
Lisa Kelley <i>via Zoom</i>	District Engineer, Dewberry
Chuck Cavaretta	Developer

*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 February 28, 2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the February 28, 2024 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes and there was a motion of approval.

March 27, 2024

Hamilton Bluff CDD

On MOTION by Ms. Kowalski, seconded by Mr. Lavoie, with all in favor, the Minutes of the February 28, 2024 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04  
Ratifying Series 2024 Bonds**

Ms. Burns noted that the District closed on the bonds on March 14, 2024 and this resolution ratifies, confirms, and approves those final numbers from the bond issuance and any action taken by staff in coordination with the closing of those bonds. She offered to answer any Board questions. Hearing none, there was a motion of approval.

On MOTION by Ms. Henley, seconded by Mr. Lavoie, Resolution 2024-04 Ratifying Series 2024 Bonds, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Disclosure of Public  
Financing**

Ms. Burns stated that this will be recorded to put potential property owners on notice of the series of bonds that were issued on that property. She offered to answer any Board questions. Hearing none, there was a motion of approval.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the Disclosure of Public Financing, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Construction Items for  
Phase 1 and Phase 2**

- A. Notice to Proceed**
- B. Notice of Commencement**
- C. Temporary Construction Access and Easement Agreement**
- D. Construction Funding Agreement**

Ms. Burns informed the Board that these have all already been signed and just need to be ratified. She asked the Board if they had any questions on any of the forms of agreement. It was also noted that they are all pretty self-explanatory and that they are all the documents that are needed for construction to take place.

March 27, 2024

Hamilton Bluff CDD

On MOTION by Mr. Lavoie, seconded by Ms. Kowalski, with all in favor, the Construction Items for Phase 1 and Phase 2, were ratified.

**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)*

Ms. Burns noted that this item will be tabled until a future meeting, so the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk stated they are working on following up with everything that happened in the legislature and will bring back anything pertinent to the Board. He also will bring updated rules and procedures when those are available.

**B. Engineer**

Mr. Malave noted that he had nothing more to report, so the next item followed.

**C. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns presented the check register for Board’s review from February 17<sup>th</sup> through March 15<sup>th</sup> totaling \$435,430.76. There being no questions there was a motion of approval.

On MOTION by Ms. Kowalski, 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.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

March 27, 2024

Hamilton Bluff CDD

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:  
*Rennie Heath*  
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Chairman/Vice Chairman