

**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, **July 24, 2024**, at 9:45 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Lauren Schwenk
Bobbie Henley
Eric Lavoie
Lindsey Roden

Vice Chairperson
Assistant Secretary
Assistant Secretary
Appointed as Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk *via Zoom*

District Manager, GMS
District Counsel, Kilinski Van Wyk

The following is a summary of the discussions and actions taken at the July 24, 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

Organizational Matters

A. Acceptance of Resignation of Jessica Kowalski

Ms. Burns asked for a motion to approve Ms. Kowalski's resignation.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Accepting the Resignation of Jessica Kowalski, was approved.

July 24, 2024,

Hamilton Bluff CDD

B. Appointment to Fill Vacant Board Seat #5

Ms. Burns asked for a nomination to fill the vacant seat. Ms. Henley nominated Lindsey Roden.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, the Appointment to Fill Vacant Board Seat #5 with Lindsey Roden, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Ms. Roden.

D. Consideration of Resolution 2024-07 Appointing an Assistant Secretary

Ms. Burns stated that this resolution will appoint Ms. Roden an Assistant Secretary.

On MOTION by Ms. Henley, seconded by Mr. Lavoie, with all in favor, Resolution 2024-07 Appointing an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the May 22, 2024,
Board of Supervisors Meeting**

Ms. Burns asked for any comments or corrections.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Minutes of the May 22, 2024, Board of Supervisors Meeting, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Opening the Public Hearing was approved.

Ms. Burns stated there were no members of the public present to provide comments. She asked for a motion to close the public hearing.

July 24, 2024,

Hamilton Bluff CDD

On MOTION by Ms. Roden, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing was approved.

i. Consideration of Resolution 2024-08 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds

Ms. Burns stated the budget included is developer funded. She noted that this resolution would levy the debt assessments and certify them for collection.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2024-08 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Reconsidering Resolution 2024-08 Adopting the District’s Fiscal Year 2024/2025 Budget with Direction to Table the Budget Resolution, was approved.

ii. Consideration of Fiscal Year 2024/2025 Developer Funding Agreement

Ms. Burns stated this Funding Agreement is with GLK Hamilton Bluff.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Fiscal Year 2024/2025 Developer Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-09 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025

Ms. Burns stated the monthly Board meetings will be held on the first Tuesday of the month at 9:45 a.m.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-09 Designation of a Regular Monthly Meeting date, Time, and Location for Fiscal Year 2024/2025, was approved.

July 24, 2024,

Hamilton Bluff CDD

SEVENTH ORDER OF BUSINESS

Consideration of the Adoption of Goals and Objectives for the District

Ms. Burns stated this will meet all the statutory requirements that are in place.

On MOTION by Ms. Roden, seconded by Ms. Henley with all in favor, the Adoption of Goals and Objectives for the District, was approved.

EIGHTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Burns reviewed the audit report for Fiscal Year 2023. She noted that it was a clean audit and there were no findings.

On MOTION by Ms. Henley, seconded by Mr. Lavoie, with all in favor, Fiscal Year 2023 Audit Report, was approved.

NINTH ORDER OF BUSINESS

Ratification of Phase 1 and Phase 2 Conveyance Documents

Ms. Burns stated these documents were already executed; they just need ratification from the Board.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Phase 1 and Phase 2 Conveyance Documents, were ratified.

TENTH ORDER OF BUSINESS

Rejection of Bids for Eagle Landing Phase 2 Project and Authorizing Staff to Send Out Notice to Bidders

Ms. Burns stated the District engineer already notified the bidders, but the Board has not yet acted.

On MOTION by Ms. Roden, seconded by Mr. Lavoie, with all in favor, the Rejection of Bids for Eagle Landing Phase 2 Project and Authorizing Staff to Send Out Notice to Bidders, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

July 24, 2024,

Hamilton Bluff CDD

A. Attorney

Mr. Malave had nothing further to report at this time.

B. Engineer

There being no comments, the next item followed.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns asked for a motion to approve the check register.

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

ii. Balance Sheet & Income Statement

Ms. Burns reviewed the financial statements and offered to answer any questions from the Board.

TWELTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Request and Audience Comments

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

8215FA2B8FB744A

Chairman/Vice Chairman