

**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, **August 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 |
| Bobbie Henley | Assistant Secretary |
| Emily Cassidy | Assistant Secretary |
| Lindsey Roden | Assistant Secretary |

Also, present were:

| | |
|---------------------------------|------------------------------------|
| Jill Burns | District Manager, GMS |
| Roy Van Wyk | District Counsel, Kilinski Van Wyk |
| Patrick Collins | District Counsel, Kilinski Van Wyk |
| Rey Malave <i>via Zoom</i> | District Engineer, Dewberry |
| Chace Arrington <i>via Zoom</i> | District Engineer , Dewberry |

The following is a summary of the discussions and actions taken at the August 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. 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. Acceptance of Resignation of Eric Lavoie

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

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On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Accepting the Resignation of Eric Lavoie, was approved.

B. Appointment to Fill Vacant Board Seat #3

Ms. Burns asked for a nomination to fill the vacant seat. Ms. Henley nominated Emily Cassidy.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Appointment of Emily Cassidy to Fill Vacant Board Seat #3, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Ms. Cassidy at this time.

D. Consideration of Resolution 2024-11 Appointing an Assistant Secretary

Ms. Burns stated that Resolution 2024-11 will appoint Emily Cassidy as an Assistant Secretary.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-11 Appointing an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the July 24, 2024,
Board of Supervisors Meeting**

Ms. Burns asked for any comments or corrections.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Minutes of the July 24, 2024, Board of Supervisors Meeting, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2024-08
Second Amending Resolution Amending a
Supplementing Resolutions 2022-38 and
2024-01 Regarding the Authorization of
the Boundary Amendment**

Ms. Burns stated this resolution authorizes staff to file the boundary amendment.

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On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-08 Second Amending Resolution Amending a Supplementing Resolutions 2022-38 and 2024-01 Regarding the Authorization of the Boundary Amendment, was approved in substantial form.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-10 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: September 25, 2024), Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2024/2025 Budget and Imposition of Operations and Maintenance Assessments

Ms. Burns stated they must levy assessments to the landowners. The Public Hearing will be set on September 25th.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-10 Approving the Proposed Fiscal Year 2024/2025 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2024/2025 Budget and Imposition of Operations and Maintenance Assessments for September 25, 2024, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated they are waiting to file the amended petition.

B. Engineer

Mr. Malave had nothing further to report.

C. District Manager’s Report

i. Approval of Check Register

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

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On MOTION by Ms. Henley, seconded by Ms. Roden, 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.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Request and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman