

**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 **Tuesday, February 3, 2026** at 10:02 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Lauren Schwenk  
Bobbie Shockley  
Lindsey Roden

Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also, present were:

Jill Burns  
Meredith Hammock  
Mitchel Zwang *by Zoom*  
Joey Duncan *by Zoom*  
Marshall Tindall

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Counsel, Kilinski Van Wyk  
District Engineer, Dewberry  
Field Manager, GMS

*The following is a summary of the discussions and actions taken at the February 3, 2026, Hamilton Bluff Community Development District's Regular Board of Supervisors' Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order at 10:02 a.m. and called roll. Three Supervisors were present in person constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no public members present at the meeting or via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the December 2,  
2025 Board of Supervisors Meeting**

February 3, 2026

Hamilton Bluff CDD

Ms. Burns presented the minutes from the December 2, 2025, Board of Supervisors meeting. She asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Minutes of the December 2, 2025 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Equipment Lease/Purchase Agreement for Pool Furniture at Amenity**

Ms. Burns stated this lease purchase agreement has the proposal for the furniture included. She noted that the first payment starts on April 1, 2026. She added that the annual amount is \$11,764.08. She stated that this would only be incurred for six months this fiscal year since it starts in April. She noted that this year’s budget is \$5,882.00.

On MOTION by Ms. Roden, seconded by Ms. Schwenk, with all in favor, the Equipment Lease/Purchase Agreement for Pool Furniture at Amenity, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-03 Setting a Public Hearing on the Adoption of Amenity Rules and Rates**

Ms. Burns stated these are a standard set of amenity rules. She noted that the amenity is under construction. She added that they have the date set for April 7, 2026, which should be before the opening of that amenity facility.

On MOTION by Ms. Schwenk, seconded by Ms. Shockley, with all in favor, Resolution 2026-03 Setting a Public Hearing on the Adoption of Amenity Rules and Rates, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of 2026 Contract Agreement with Polk County Property Appraiser**

February 3, 2026

Hamilton Bluff CDD

Ms. Burns presented the Consideration of 2026 Contract Agreement with Polk County Property Appraiser to the Board. She asked for a motion to approve.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the 2026 Contract Agreement with Polk County Property Appraiser, was approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns presented the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser to the Board. She asked for a motion to ratify the agreement.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Arbitrage Rebate Report from AMTEC for Series 2024 Assessment Area One Project Bonds**

Ms. Burns presented the Arbitrage Rebate Report from AMTEC for the Series 2024 Assessment Area One Project Bonds to the Board. She stated that the District must demonstrate under internal revenue code that we do not earn more interest than we pay on the bonds.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Arbitrage Rebate Report from AMTEC for Series 2024 Assessment Area One Project Bonds, was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock stated that she had nothing to report and offered to answer any questions. With no questions or comments from the Board, the next item followed.

**B. Engineer**

Mr. Duncan stated that he had nothing to report at this time.

February 3, 2026

Hamilton Bluff CDD

**C. Field Manager's Report****i. Consideration of Proposal for Increase in Landscape Services Contract from Prince & Sons to Accommodate New Areas Throughout District**

Mr. Tindall stated that all the entrances have lights now except for one and he is communicating with Philip to see if the electrician over there was doing it on that and work to resolve that. He noted that they started on some of the street signs in the community. He added that there is also the increase they talked about for the perks on disking is on hold through winter. He stated that nothing is growing now, but everything looks good overall. Mr. Tindall stated they have some cross-standards on some more tropical plants, and they will assess that later in the month, probably in early March, to see what comes back. He noted that the center is under construction and they are monitoring that. He stated that forecasting for checking with ISP provider to take those services and certain plan for better infrastructure and standard items that they will need to bring that online and operational.

Mr. Tindall stated that they have the addendum proposal and it is to accommodate those park tracks to see the map on K98 as well as 10 Davis 10,000 land C proper along other 10 grove and D towards the level is \$10,300.00, which is about \$850.00 a month. He noted that this will start in February, so they are looking at about eight months of that. He added that it would put them a little over budget this year. He stated that they can hold it back in the contingency, and they can go in place with budget lines if the Board would like. He noted that the current budget line could be moved to \$179,072.00 for landscape maintenance. He added that the total for the addendum and other items would be \$19,357.00 so the budget was \$189,179.72. Ms. Burns stated that they do have contingency and they could pull some from the landscape replacement line item. She noted that they have \$7,500.00 for field contingency and they have a general repair and maintenance line item of \$12,500.00 as well. She added that they also have landscape replacement at \$12,000.00, so it is within the overall budget, just not within that line item. Ms. Burns stated that the next areas that they add, they will have to bid, because they are close to the threshold. She noted that whenever the next area is going to be ready to turn over, they will need to bid the whole contract.

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| <p>On MOTION by Ms. Schwenk, seconded by Ms. Shockley, with all in favor, the Proposal for Increase in Landscape Services Contract from Prince and Sons to Accommodate New Areas Throughout District, was approved.</p> |
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February 3, 2026

Hamilton Bluff CDD

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns stated that the check register is included in the agenda package for review. She noted that the total is \$634,304.97 and it is mostly transfers from the general fund to debt assessments. She added that if anyone had questions, she would be happy to answer.

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

**ii. Balance Sheet & Income Statement**

Ms. Burns stated the financial statements are included. She offered to take any questions. These are for informational purposes, no action necessary.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Request and Audience Comments**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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

Jill Burns  
Secretary/Assistant Secretary

Signed by:  
Rennie Heath  
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Chairman/Vice Chairman