

**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, April 7, 2026** at 10:03 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Bobbie Shockley	Assistant Secretary
Lindsey Roden	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Meredith Hammock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Megan Birnholz-Couture <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Marshall Tindall	Field Manager, GMS
Matt Fisher	Field Manager, GMS

*The following is a summary of the discussions and actions taken at the April 7, 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 10:03 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 February 3, 2026 Board of Supervisors Meeting**

April 7, 2026

Hamilton Bluff CDD

Ms. Burns presented the minutes from the February 3, 2026, Board of Supervisors meeting and asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

On MOTION by Ms. Roden, seconded by Ms. Hazelrig, with all in favor, the Minutes of the February 3, 2026 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of Amenity Rules & Rates for the District**

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

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

**i. Consideration of Resolution 2026-04 Adopting Amenity Rules & Rates for the District**

Ms. Burns reviewed Resolution 2026-04. She reviewed the standard amenity rules for a planned community, including general policies that apply to all areas, a service animal policy, and specific guidelines for amenities such as the swimming pool, playground, dog park, lakes, and ponds. She noted that the rules also cover facility rental policies, suspension and termination provisions, and associated fees. Ms. Burns noted that a non-resident user fee is set within a range (typically around \$3,000), a rental deposit of \$250 is required, and there is a \$25 replacement fee for lost cards or bounced checks. These rules are designed to ensure consistent management and fair access to the community’s amenities.

On MOTION by Ms. Roden, seconded by Ms. Hazelrig, with all in favor, Resolution 2026-04 Adopting Amenity Rules & Rates for the District, was approved.

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

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

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**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock had nothing to report.

**B. Engineer**

Mr. Duncan had nothing to report.

**C. Field Manager's Report**

Mr. Tindall reviewed the Field Manager's report. He reported ongoing landscaping and maintenance activities. Recent work included visits to future landscaping areas, contractor engagement for upkeep, and establishment of new sod, which is now mowed and cleaned. Supplemental pond plantings are being coordinated, and touch-ups for certain plants and entrances are planned. Plant inventory continues, with some replacements needed, especially for tropical plants.

Mr. Tindall stated that progress photos are available on specific pages, and updates were given on insurance additions for playgrounds, infrastructure preparations for the pool, and issues with entrance lighting. Most entrances have lights, but one location awaits completion. The team is monitoring these areas, coordinating as needed, and will propose solutions if unresolved.

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns reviewed the check register and noted it is in the package for Board review.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet & Income Statement**

Ms. Burns stated the financial statements are included in the agenda package and she offered to take any questions. These are for informational purposes; no action was necessary.

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**SIXTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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

*Jill Burns*

Secretary/Assistant Secretary

Signed by:  
*Rennie Heath*  
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Chairman/Vice Chairman