

**MINUTES OF MEETING
HUNT CLUB GROVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Hunt Club Grove Community Development District was held **Tuesday, February 11, 2025** at 9:30 a.m. at the Lake Alfred Public Library, 245 N. Seminole Avenue, Lake Alfred, Florida and via Zoom.

Present and constituting a quorum:

Adam Morgan
Rob Bonin
Kayla Word
Brent Kewley
Barry Bichard *joined late*

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Monica Virgen
Mark Watts *by Zoom*
Dave Schmitt
Allen Bailey

District Manager, GMS
District Manager, GMS
District Counsel, Cobb Cole
District Engineer, Dave Schmitt Engineering
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:30 a.m. and called the roll. Four Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present nor attending via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the November 12,
2024 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the November 12, 2024 Board of Supervisors meeting and asked for any comments, corrections, or changes. She noted that these minutes have been reviewed by District Management.

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On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the Minutes from the November 12, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01
Appointing an Assistant Secretary (Tricia
Adams)**

Ms. Adams noted approval of this resolution will appoint herself, Tricia Adams, as Assistant Secretary for the purpose of attesting the Chairmans's signature and processing District records.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, Resolution 2025-01 Appointing an Assistant Secretary (Tricia Adams), was approved.

FIFTH ORDER OF BUSINESS

**Consideration of 2025 Data Sharing and
Usage Agreement with Polk County
Property Appraiser**

Ms. Adams stated a copy of this agreement is in on page 13 of the agenda package. It is an annual agreement. This agreement says that Hunt Club Grove CDD will hold the same records exempt that Polk County holds exempt from public disclosure. Ms. Adams stated that staff recommends approval.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of 2025 Contract Agreement
with Polk County Property Appraiser**

Ms. Adams stated this agreement allows staff to place the non-ad valorem CDD fees on the Polk County tax bill in accordance with Florida Statutes.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Watts had nothing to report.

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B. Engineer

Mr. Schmitt had nothing to report but offered to answer any questions the Board may have.

C. Field Manager's Report

Mr. Bailey presented the Field Manager's Report.

**Mr. Bichard joined the meeting at 9:42 a.m.*

i. Consideration of Proposals for Landscape Maintenance Services & Scope of Work

a) Florida Commercial Care *(to be provided under separate cover)*

b) Floralawn

c) Prince & Sons

Mr. Bailey presented proposals for landscape maintenance services & scope of work from Floralawn coming in at \$101,101, Prince & Sons came in at \$63,752, and Florida Commercial Care came in at \$80,084.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, to Delegate Authority to Rob Bonin to Select Landscape Service Provider, was approved.

D. District Manager

i. Approval of Check Register

Ms. Adams presented the check register from November 1, 2024 through January 31, 2025 totaling \$418,411.70.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Adams presented the unaudited financials through December on page 66 of the agenda package.

E. Project Development Update

i. Status of Property Conveyance

Mr. Watts noted the transfers have been processed for everything completed to date. The bills of sale have been recorded for all improvements placed on District property.

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ii. Status of Permit Transfers

iii. Status of Construction Funds & Requisitions

a) Ratification of Series 2024 Assessment Area One Requisitions #1 and #2

Ms. Adams noted Requisition #1 is on page 76 for \$1,862.50 and requisition #2 is on page 79 for \$5,114,521.75. These requisitions were processed back in December and this will ratify them.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Series 2024 Assessment Area One Requisitions #1 and #2, were ratified.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Adam Morgan

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Chairman/Vice Chairman