

**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, **November 12, 2024** 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	Chairman
Rob Bonin	Vice Chairman
Kayla Word	Assistant Secretary
Brent Kewley	Assistant Secretary
Barry Bichard	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Tricia Adams	District Manager, GMS
Mark Watts <i>by Zoom</i>	District Counsel, Cobb Cole

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Five Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present for comment and the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 13,  
2024 Board of Supervisors Meeting &  
Audit Committee Meeting**

Ms. Burns presented the minutes from the August 13, 2024 Board of Supervisors and Audit Committee meetings. She asked for any comments, questions, or corrections. The Board had no changes to the minutes.

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On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, the Minutes of the August 13, 2024 Board of Supervisors Meeting & Audit Committee Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ratification of Audit Services Engagement Letter with DiBartolomeo, McBee, Hartley & Barns for Fiscal Year 2024 through Fiscal Year 2028 Audit Services**

Ms. Burns presented the engagement letter for Fiscal Year 2024 through Fiscal Year 2028 and stated that the Audit Committee awarded the contract prior to the meeting and this contract executes that agreement based on the admitted proposal. She also noted that it has already been submitted and she is just looking for the Board to ratify that action.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the Audit Services Engagement Letter with DiBartolomeo, McBee, Hartley & Barnes for Fiscal Year 2024 through Fiscal Year 2028 Audit Services, was ratified.

**FIFTH ORDER OF BUSINESS**

**Ratification of Phase 1 Bills of Sale**

Ms. Burns noted that these were drafted by Mr. Watts outside of the meeting and she is asking for Board ratification of that outcome.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Ratification of Phase 1 Bills of Sale, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal from TraceAir**

Ms. Burns stated that this a proposal for Hunt Club with an estimate for drone flyovers, data processing, and cloud software subscription total \$25,880.96. Ms. Burns noted that this amount is left in the construction fund that has been set aside in order to fund this invoice. She offered to answer and Board questions. After brief discussion, Mr. Burns asked for a motion of approval.

On MOTION by Mr. Bonin, seconded by Mr. Morgan, with all in favor, the Proposal from TraceAir, was approved.

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**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Watts had no report for the Board and offered to answer any questions. There being no comments, the next item followed.

**B. Engineer**

There being no comments, the next item followed.

**C. District Manager**

**i. Ratification of Funding Requests #10 through #13**

Ms. Burns presented the funding requests #10 through #13 and noted that they have been approved and funded and that she is just looking for the Board to ratify that action.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Funding Requests #10 through #13, were ratified.

**ii. Approval of Check Register**

Ms. Burns presented the check register to the Board and noted that it was included in the agenda package for Board review. The total was \$88,258.25 and she offered to answer any Board questions. There being none, there was a motion of approval.

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

**iii. Balance Sheet & Income Statement**

Ms. Burns noted financial statements are in the package for review. She asked for any questions but there is no action necessary from the Board. After a brief discussion about the amount of money in the construction fund the next item followed.

**iv. Reminder: 4 Hours of Ethics Training Must be Completed by 12/31/24**

Ms. Burns reminded the Board about the four hours of ethics training that needs to be completed by the end of the year.

**D. Project Development Update**

