

**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 4, 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
Brent Kewley

Chairman
Vice Chairman
Assistant Secretary

Also present were:

Tricia Adams
Mark Watts
Dave Schmitt
Allen Bailey

District Manager, GMS
District Counsel
District Engineer
Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:30 a.m. and took roll call. Three Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present or attending via Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Adams stated that the oath of office was administered to Supervisor Mr. Kewley before the meeting. She added that he was part of the quorum.

November 4, 2025

Hunt Club Grove CDD

B. Consideration of Resolution 2026-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Adams reviewed Resolution 2026-01 on page 10, which needed to be updated with the results of the landowners' election. She stated that three seats were on the ballot (seats 3, 4, and 5). Ms. Michelle Dudley and Mr. Brent Kewley were each elected to four-year terms, and Ms. Kayla Word was elected to a two-year term. Ms. Adams added that the oaths of office for Ms. Dudley and Ms. Word would be handled later.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2026-01 Canvassing and Certifying the Results of the Landowners' Election was approved.

C. Election of Officers

Ms. Adams stated that following an election or appointment, the Board members were required to organize officers.

D. Consideration of Resolution 2026-02 Electing Officers

Ms. Adams stated that Resolution 2026-02 included the slate of officer positions on page 13 of the agenda packet. She explained that the listed staff positions would remain as shown and asked the Board to consider them while electing officers. It was noted that Mr. Adam Morgan had been serving as Chair, Mr. Rob Bonin as Vice Chair, and the remaining Board members as Assistant Secretaries. The Board was given the option to keep the current slate or make changes, but they stated that they wanted to keep the same slate of officers.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2026-02 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS**Approval of Minutes of the September 9, 2025, Board of Supervisors Meeting**

Ms. Adams presented the minutes from the September 9, 2025, Board of Supervisors meeting. She noted that she had reviewed the minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

November 4, 2025

Hunt Club Grove CDD

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Minutes of the September 9, 2025, Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS**Ratification of FY25 Audit Engagement Letter**

Ms. Adams reviewed the Fiscal Year 2025 audit engagement letter. She reminded the Board that the District is required to undergo an annual independent audit. She noted that the Board had already previously authorized staff to enter into a five-year audit services agreement with DiBartolomeo, McBee, Hartley and Barnes. The engagement letter followed the terms of that agreement, and the cost shown matched both the adopted budget and the pricing outlined in the five-year contract.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the FY25 Audit Engagement Letter, was ratified.

SIXTH ORDER OF BUSINESS**Ratification of Engineer's Scope of Work**

Ms. Adams stated that the Board had reviewed the scope of work from Schmitt Engineering. She explained that the District already had an engineering services agreement with Dave Schmitt Engineering, and this document was intended to formalize Dave Schmitt's service as the District engineer for Hunt Club Grove CDD and to outline project-related coordination tasks. There had been some delays getting the document signed, so it had already been sent to the Chair for signature.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Engineer's Scope of Work, was ratified.

SEVENTH ORDER OF BUSINESS**Ratification of TraceAir Contract for Fiscal Year 2026**

Ms. Adams reviewed the TraceAir contract for FY 2026. She explained that the agreement on page 29 covered 26 bi-weekly aerial flights, totaling \$27,300. The contract had already been approved, and the Board was asked to make a motion to ratify it.

November 4, 2025

Hunt Club Grove CDD

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the TraceAir Contract for Fiscal Year 2026, was ratified.

EIGHTH ORDER OF BUSINESS**Consideration of Floralawn Proposal to Add Southern Phase/AA2**

Ms. Adams reviewed the upcoming Assessment Area 2 bond issuance and noted that once the bond closes, specific completed infrastructure would be conveyed to the CDD for maintenance. Mr. Bailey had coordinated with Floralawn to obtain a landscape-maintenance proposal for Phase 1 South. The proposal on page 33 reflected an annual cost of \$97,794.60 to maintain the southern phase once landscaping was installed. Mr. Bailey explained that Floralawn already had landscape plans. He had asked them for a full build-out price so the District could provide the cost as areas came online. Only the large dry pond in the middle of the phase was being maintained because no other landscaping had been installed yet. District counsel asked whether Floralawn had been authorized to start landscape installation in Phase 1 South. It was confirmed they had not started because they were still waiting on two items: paving on Post Salter Road and construction of the sidewalk around the main stormwater pond. Both needed to be finished before the landscape installation could proceed. It was noted that reuse meters had been ordered. The city had attempted to set them, but one location had the wrong-sized whip, and an additional 2-inch meter still needed to be installed on the north side. He said he would verify whose name the accounts were under and coordinate with Mr. Bailey to ensure the meters were correctly set up in the CDD's name.

Mr. Bailey had discussed that once erosion repairs and grading of the dry pond were completed, Floralawn could start raking and prepping the pond banks. It was noted that the District needed to keep this moving, since home construction was already underway, and closings would require landscaping to be installed. The Board treated the Floralawn proposal as informational for now. The question was asked whether the proposal covered both Phase 1A and 1B. The Board agreed not to take formal action yet. Ms. Adams stated that the proposal would be refined and brought back to the next meeting in December, unless there was a need to approve it sooner. The Board approved a motion to delegate authority to Vice Chair Bonin to approve the final proposal outside of a meeting if timing required it.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Authorizing Vice Chair Rob Bonin to Approve the Final Floralawn Outside of a Meeting, was approved.

November 4, 2025

Hunt Club Grove CDD

NINETH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Watts stated that he had nothing new to report. He noted that they would continue responding as needed to provide agreements and were actively reviewing documents related to the pending bond issuance but otherwise had no specific updates.

B. Engineer

Mr. Schmitt stated he had nothing to report but offered to answer any questions,

C. Field Manager's Report

Mr. Bailey reported that the ADA transition mat and concrete strip on McKenna Drive had been installed, and the pothole on that road had been filled. He said the dry ponds were performing well with the extra disking, and the cooler weather was helping reduce green growth. He noted that the pond in the southern phase still needed work, including pulling up the pond bottoms where growth was high and addressing erosion along the western edge. A Board member pointed out that Floralawn had not been mowing the west side of Hamlin Road's right-of-way, even though that area should have always been included in their scope. It was emphasized that the landscaper should have been maintaining it from the start. The Board agreed that expectations needed to be reset and that Floralawn should mow the entire area weekly. Ms. Adams noted that all preparations for the Series 2025 bond issue were complete, but they were waiting for the underwriter to confirm the pre-closing and closing dates, which they expected to occur sometime in December. They would coordinate signatures with the Chair once dates were confirmed.

D. District Manager**i. Approval of Check Register**

Ms. Adams stated that the items for the check register are on page 26. She added that the total amount was \$31,769.52. The check run details included contracted services and maintenance of the District. Ms. Adams added that the Board was familiar with all the services. She said she was happy to answer questions.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Check Register totaling \$31,769.52, was approved.

November 4, 2025

Hunt Club Grove CDD

ii. Balance Sheet & Income Statement

Ms. Adams stated they had reviewed the unaudited financials for the end of the fiscal year. On page 79, the combined balance sheet showed the unassigned balance, the money available to operate the District until tax revenues begin to come in. Ms. Adams noted that the District was in good shape heading into the new fiscal year and that additional field expenses were expected in the last quarter of 2025 or the first quarter of 2026.

E. Project Development Update**i. Status of Property Conveyance****ii. Status of Permit Transfers****iii. Status of Construction Funds & Requisitions****a) Ratification of Series 2024 AA1 – Requisition #8**

Ms. Adams stated that everything was on track to have the bond documents ready for signature in mid-December. There were no questions or comments on the permit transfers. Ms. Adams reviewed Series 2024 Assessment Area 1 Requisition #8 for \$3,980 payable to TraceAir and noted it had already been signed and sent to the trustee for processing.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Series 2024 AA1 – Requisition #8, was ratified.

TENTH ORDER OF BUSINESS**Other Business**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS**Supervisors' Requests and Audience Comments**

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS**Adjournment**

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

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

November 4, 2025

Hunt Club Grove CDD

Signed by:
Tricia Adams
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Secretary/Assistant Secretary

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Adam Morgan
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Chairman/Vice Chairman