

MINUTES OF MEETING  
GARDENS AT HAMMOCK BEACH  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Gardens at Hammock Beach Community Development District was held on Friday, May 19, 2023 at 12:30 p.m. at the Hilton Garden Inn Palm Coast, 55 Town Center Boulevard, Palm Coast, Florida.

Present and constituting a quorum were:

Clint Smith	Chairman
David Lusby	Vice Chairman
William Livingston	Assistant Secretary
David Root	Assistant Secretary

Also present was:

George Flint	District Manager
Jeremy LeBrun	GMS
Michael Chiumento, III	District Counsel
Ken Belshe	Palm Coast Intracoastal, LLC

*The following is a summary of the discussions and actions taken at the May 19, 2023 Gardens at Hammock Beach Community Development District's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order at 12:30 p.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

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

*Mr. Flint administered the Oath of Office to Mr. Smith and Mr. Root.*

**B. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election**

Mr. Flint presented Resolution 2023-01, which was included in the agenda package. It canvasses and certifies the results of the Landowners' Election held on November 18, 2022. The Board served as the Canvassing Board for purposes of certifying the Landowners' Election. Mr.

Smith received 819 votes for a four-year term, Ms. Bunch received 817 votes for a four-year term and Mr. Root received 815 votes for a two-year term.

On MOTION by Mr. Lusby seconded by Mr. Livingston with all in favor Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election, was approved.

**C. Election of Officers**

**D. Consideration of Resolution 2023-02 Electing Officers**

Mr. Flint presented Resolution 2023-02, Electing the Officers of the District, which was required by Statute after each election. Currently, Mr. Smith was Chairman, Mr. Lusby was Vice Chairman, Mr. Livingston, Ms. Bunch and Mr. Root served as Assistant Secretaries, Mr. Flint was Secretary, Ms. Jill Burns was Treasurer and Ms. Katie Costa was Assistant Treasurer.

On MOTION by Mr. Livingston seconded by Mr. Lusby with all in favor electing the current slate of officers as evidenced by Resolution 2023-02 Electing Officers, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 16, 2022 Board of Supervisors Meeting and Acceptance of Minutes of the November 18, 2022 Landowners' Meeting**

Mr. Flint presented the minutes of the September 16, 2022 Board of Supervisors meeting, which were included in the agenda package. There were no corrections.

On MOTION by Mr. Smith seconded by Mr. Root with all in favor the Minutes of the September 16, 2022 Board of Supervisors Meeting were approved, as presented.

Mr. Flint presented the minutes of the November 18, 2022 landowners' meeting, which were included in the agenda package. There were no corrections.

On MOTION by Mr. Smith seconded by Mr. Root with all in favor the Minutes of the November 18, 2022 Landowners' Meeting, were accepted.

**FIFTH ORDER OF BUSINESS**

**Consideration of Funding Agreement**

**SIXTH ORDER OF BUSINESS**

**Consideration of Form of Assignment of Contractor Agreement for Master Infrastructure Project**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03 Direct Purchase Authorization**

Mr. Flint recalled that these items were listed on the agenda for the last meeting, which was not held. The developer requested deferring action on these items at this time, as it was contemplated that the District would acquire the improvements later in the construction process, versus assigning the contract and the District constructing the improvements.

**EIGHTH ORDER OF BUSINESS**

**Review and Acceptance of Draft Fiscal Year 2022 Audit Report**

Mr. Flint presented the Fiscal Year 2021 Audit Report, which was included in the agenda package. As the CDD was a Government entity, it was required to have an annual independent audit by Statute. It was a clean audit with no current or prior year findings or recommendations and the District complied with the provisions of the Auditor General of the State of Florida.

On MOTION by Mr. Smith seconded by Mr. Root with all in favor accepting the draft Fiscal Year 2022 Audit Report and authorizing transmittal of the final report to the State of Florida was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing**

Mr. Flint stated that each year, the CDD was required to approve a Proposed Budget by June 15<sup>th</sup> of each year and set the date, place and time of the public hearing for final consideration. Resolution 2023-01, which was included in the agenda package, included Exhibit A, the Proposed Budget. The public hearing was scheduled for July 21, 2023 at 12:30 p.m. at this location. It was an administrative budget, contemplating that the District would continue to operate under a Developer Funding Agreement in lieu of imposing assessments. It increased by \$500.

On MOTION by Mr. Livingston seconded by Mr. Smith with all in favor Resolution 2023-04 Approving the Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing for July 21, 2023 at 12:30 p.m. at this location was adopted.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer and Maintenance Report**

There being none, the next item followed.

**C. District Manager’s Report**

**i. Balance Sheet and Income Statement**

Mr. Flint presented the Unaudited Financials through March 31, 2023, which were included in the agenda package. No action was required by the Board.

**ii. Ratification of Funding Requests #11 - #18**

Mr. Flint presented Funding Requests #11 through #18, which were included in the agenda package and were transmitted to the developer under the Developer Funding Agreement.

On MOTION by Mr. Smith seconded by Mr. Livingston with all in favor Funding Requests #11 and #18 were ratified.

**iii. Presentation of Number of Registered Voters – 0**

Mr. Flint reported as of April 15, 2023, there were no registered voters in the District, according to the Flagler County Supervisor of Elections.

**ELEVENTH ORDER OF BUSINESS      Other Business**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS      Supervisor’s Request**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Mr. Root seconded by Mr. Lusby with all in favor the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman