

**MINUTES OF MEETING
HICKORY TREE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Hickory Tree Community Development District was held Wednesday, **August 2, 2023** at 9:18 a.m. at the West Osceola Branch Library, 305 Campus Street, Celebration, Florida.

Present and constituting a quorum:

Milton Andrade	Chairman
Brian Walsh <i>via Zoom</i>	Vice Chairman
Jeff Shenefield	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Grace Kobitter	District Counsel, KVV Law
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the April 5, 2023
Board of Supervisors Meeting and Audit
Committee Meeting**

Ms. Burns presented the minutes of the April 5, 2023 Board of Supervisors and Audit Committee meeting. She asked if the Board had any questions or changes to those meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, the Minutes of the April 5, 2023 Board of Supervisors and Audit Committee Meetings, were approved.

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FOURTH ORDER OF BUSINESS

Acceptance of Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award

Ms. Burns noted that the Audit Committee met prior to the Board meeting and ranked DiBartolomeo #1 and Grau & Associates #2.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Accepting the Ranking of the Audit Committee and Authorizing Staff to Send a Notice of Intent to Award to DiBartolomeo, McBee, Hartley, and Barnes, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget

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

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated for the record that there were no members of the public present to provide public comments, and she asked for a motion to close the public hearing.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2023-04 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds

Ms. Burns stated that this budget had no major changes since the Board saw it at the last meeting. She noted that the budget was developer funded so the costs will only be billed as incurred. She stated that they included a small field contingency based on the development timelines that were provided to management.

On MOTION by Mr. Shenefield, seconded by Mr. Andrade, with all in favor, Resolution 2023-04 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds, was approved.

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ii. Consideration of Fiscal Year 2023/2024 Developer Funding Agreement

Ms. Burns stated that this agreement is with Clayton Properties Group and that entity will fund the operations and maintenance of the District for the upcoming year.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Fiscal Year 2023/2024 Developer Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-05
Appointing an Assistant Treasurer**

Ms. Burns stated the this resolution will appoint Darrin Mossing, Sr. as the Assistant Treasurer.

On MOTION by Mr. Andrade, seconded by Mr. Shenefield, with all in favor, Resolution 2023-05 Appointing an Assistant Treasurer, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-06
Designation of a Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2024**

Ms. Burns stated that their regular monthly meeting date, time, and location would remain the same as the prior fiscal year.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2023-06 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memo Regarding Ethics Training for Elected Officials

Ms. Kobitter reviewed the ethics training memo for the Board. She noted that they are only required to complete four hours no matter how many Boards the Supervisors serve on.

B. Engineer

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Mr. Malave had nothing to report to the Board.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register totaling \$15,929.32.

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

ii. Balance Sheet & Income Statement

Ms. Burns noted that the financial statements were included in the agenda package for Board review.

iii. Presentation of Number of Registered Voters – 0

Ms. Burns stated that there were zero registered voters in the District.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Andrade, seconded by Mr. Shenefield, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:



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Chairman