

**MINUTES OF MEETING
HAMAL
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hamal Community Development District held a Regular Meeting on November 13, 2023 at 6:00 p.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411.

Present were:

Joseph Petrick
Ione Senior
Marc DePaul

Chair
Assistant Secretary
Assistant Secretary

Also present were:

Jamie Sanchez
Michelle Rigoni (via telephone)
Al Caruso (via telephone)
Amanda Foster
Chris Brodeur
Loytavian Harrell
Renee Frost
Cheryl Model
Maria Mubano
Eric McCracken

District Manager
District Counsel
District Engineer
Field Operations
AWC
Resident
Resident
Resident
Resident
Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Petrick called the meeting to order at 6:04 p.m.

Supervisors Petrick, Senior and DePaul were present. Supervisors Pincus and Cuningham were not present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Public Comments

Mr. Petrick noted that this is a CDD meeting; it is not an HOA meeting. HOA matters should be directed to the HOA, which meets in this location on a different date.

Resident Loytavian Harrell expressed interest in serving as a CDD Supervisor and briefly discussed her background and experience.

Resident Cheryl Model expressed interest in serving as a CDD Supervisor and briefly discussed her background and experience.

FOURTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Steven Pincus [Seat 5]; Term Expires November 2024

Ms. Sanchez stated that a written resignation was not received from Supervisor Pincus but he resigned verbally at the May 8, 2023 meeting. At that meeting, the Board had a motion and a second and voted to accept the resignation, which is also reflected in the May 8, 2023 Meeting Minutes.

District Counsel confirmed that this item can be removed from the agenda.

FIFTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 5

Ms. Sanchez stated two candidates, Ms. Cheryl Model and Mr. Bruce Frost, expressed their interest in appointment to the Board and submitted their qualifications in advance of the meeting. Ms. Loytavian Harrell also expressed interest in appointment to the Board earlier in the meeting.

The Board and Staff discussed whether to appoint a Supervisor today, procedures for selection of officers, absence of Mr. Cuningham and the Board's preference to review resumes and submissions in advance of the meeting.

Mr. Petrick thanked the interested candidates for attending today and asked them to submit any information they would like the Board to consider to Ms. Sanchez one week prior to December 4, 2023.

- **Administration of Oath of Office to Appointed Supervisor (the following will be provided in a separate package)**
 - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - B. **Membership, Obligations and Responsibilities**
 - C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
 - D. **Form 8B: Memorandum of Voting Conflict**

These items were deferred.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Consideration of AWC Quote #2675912 for Briar Bay Panel Upgrades

Ms. Sanchez presented AWC Quote #2675912 for the Briar Bay Panel Upgrades.

Mr. Caruso discussed the proposal for hardware and software upgrades, noting that the Briar Bay stormwater pump station software was last upgraded 20 years ago.

Mr. Chris Brodeur discussed the condition of the pump station control unit when AWC was called. He noted the repairs performed, the need for hardware and software upgrades to enable diagnosis and his recommendations for future repairs.

Discussion ensued regarding the system and the items covered in the proposal. Ms. Sanchez stated Mr. Cuningham and AWC worked with Staff to develop the proposal.

On MOTION by Mr. DePaul and seconded by Ms. Senior, AWC Quote #2675912 for the Briar Bay Panel Upgrades, in the amount of \$29,750, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Pump Station Maintenance Services, LLC Agreement for Wastewater Pumping Station Monitoring and Maintenance Services

Ms. Sanchez presented the Pump Station Maintenance Services, LLC Agreement for Wastewater Pumping Station Monitoring and Maintenance Services, which was previously executed by the Chair.

On MOTION by Ms. Senior and seconded by Mr. DePaul, with all in favor, the Pump Station Maintenance Services, LLC Agreement for Wastewater Pumping Station Monitoring and Maintenance Services, was ratified.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

Ms. Sanchez presented the Unaudited Financial Statements as of September 30, 2023. She noted that District Management contacted Palm Beach County Schools regarding the \$42,684 outstanding invoice. Updates will be provided.

On MOTION by Ms. Senior and seconded by Mr. DePaul, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

TENTH ORDER OF BUSINESS

Approval of September 7, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. DePaul and seconded by Ms. Senior, with all in favor, the September 7, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Rigoni will prepare a standard form of Agreement for the AWC proposal.

B. District Engineer: Craig A. Smith & Associates

There was no report.

C. Operations Manager: King’s Management Services, Inc.

Ms. Amanda Foster introduced herself as the new Operations Manager. She stated she will provide weekly reports, in a timely manner. The Board Members were appreciative.

D. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: December 11, 2023 at 6:00 PM**
 - **QUORUM CHECK**

The next meeting will be on December 11, 2023.

Ms. Sanchez will email the resumes and cover letters of the interested CDD Board candidates, as well as any additional submissions received before the deadline, to the Board Members.

TWELFTH ORDER OF BUSINESS

Supervisors’ Requests

Ms. Senior asked for the landscapers to remove the dry palm tree fronds throughout the CDD. She asked if power washing will be deferred, as previously discussed.

Mr. Petrick agreed with Ms. Senior’s comments about these issues. He noted that RBK Diversified does the pressure cleaning and recalled discussing having the sidewalks on Jog Road and the sound barrier walls cleaned after the holiday lights are removed from the walls and common areas.

Ms. Foster will check with Dave regarding his availability before the next meeting.

Ms. Senior stated she would have preferred to have them cleaned before the holidays but concurred with waiting until after the holidays, when the pressure washer is not so busy, given that the prior year she complained about his performance but he was unable to return.

Discussion ensued regarding scheduling light removal and pressure cleaning.

Mr. DePaul suggested the Board decide when the pressure cleaning should be done on a recurring basis.

Mr. Petrick stated the Board will consider changing the month of the pressure cleaning to October, before the holiday lights are installed.

This item will be discussed at a future meeting.

Mr. Petrick voiced his opinion that the hedge line needs to be trimmed. He suggested Mr. Joe King, the Landscape Supervisor, be invited to attend the next meeting.

Mr. DePaul stated he also serves on the Hamilton Bay HOA Board. The HOA recently engaged Kings Landscaping to service Hamilton Bay and the quality of their grass cutting and trimming has been exceptional, since the transition.

The consensus was that Kings Landscaping is doing a commendable job.

THIRTEENTH ORDER OF BUSINESS

Public Comments

A resident of Hamilton Bay expressed dissatisfaction with her landscaping. Mr. DePaul stated that complaint is an HOA matter; he will meet with her after the meeting to advise her of the date of the next HOA meeting.

Ms. Harrell asked about the funds due to the CDD from the School District. Ms. Sanchez will email the Fair Share Agreement between the CDD and Palm Beach County School District.

Ms. Harrell asked if the difference between the Seventh and Eighth Orders of Business is that one pertains to replacing the pump system and the other is to maintain it over time. Ms. Sanchez stated that is correct; the Seventh Order of Business is for the panel upgrades, which the Board approved today. The Eighth Order of Business is for routine maintenance services. Mr. Caruso discussed the Addendum which includes the new rates for routine maintenance.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Senior and seconded by Mr. DePaul, with all in favor, the meeting adjourned at 6:51 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair