

**MINUTES OF MEETING
EAGLE TRACE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Eagle Trace Community Development District was held **Tuesday, August 5, 2025** at 11:00 a.m. at 346 E. Central Ave. Winter Haven, Florida.

Present and constituting a quorum:

Lindsey Roden	Assistant Secretary
Jessica Spencer	Assistant Secretary
Bobbie Shockley	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Marshall Tindall	Field Manager, GMS

FIRST ORDER OF BUSINESS

Introduction

Ms. Burns called the meeting to order at 11:00 a.m. and called roll. Three Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present for the meeting nor were there any members of the public attending on the Zoom line.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 6, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes of the May 6, 2025 Board of Supervisors meeting and asked for any comments, corrections, or changes.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Minutes of the May 6, 2025 Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-32
Spending Authorization Resolution**

August 5, 2025

Eagle Trace CDD

Ms. Burns reviewed Resolution 2025-32 which approved the District Manager to authorize spending up to \$2,500, the Chair or Vice Chair if the Chair is unavailable may authorize expenses up to \$10,000, and the District Manager and Chair, or Vice Chair if the Chair is unavailable can authorize expenses up to \$25,000.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Resolution 2025-32 Spending Authorization Resolution, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-33 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2025/2026

Ms. Burns reviewed the meeting schedule for 2025/2026 for the first Tuesday of every month at 10:30 a.m.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2025-33 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2025/2026, was approved.

SIXTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals & Objectives

Ms. Burns reviewed the Fiscal Year 2026 goals and objectives for the Board.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, the Fiscal Year 2026 Goals & Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute

Ms. Burns reviewed the Fiscal Year 2025 goals and objectives that the Board had previously reviewed and adopted.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing additional to report at this time.

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Eagle Trace CDD

B. Engineer

There being no comments, the next item followed.

C. District Manager’s Report

i. Ratification of Fiscal Year 2025 Funding Request #2

Ms. Burns stated that Funding Request #2 totaled \$20,000.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Fiscal Year 2025 Funding Request #2, was ratified.

ii. Balance Sheet & Income Statement

Ms. Burns reviewed the financial statements and offered to answer any questions. No action was necessary.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

Signed by:
Rennie Heath
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Chairman/Vice Chairman