

**MINUTES OF MEETING  
BENTON HILLS COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Benton Hills Community Development District held a Public Hearing and Regular Meeting on July 20, 2023 at 11:30 a.m., at the Greater Hernando County Chamber of Commerce, 15588 Aviation Loop Drive, Brooksville, Florida 34604.

**Present at the meeting were:**

Martha Schiffer	Vice Chair
Chris Torres	Assistant Secretary
George Hernandez	Assistant Secretary

**Also present were:**

Kristen Suit	District Manager
Lindsay Whelan (via telephone)	District Counsel
Brian Malmberg	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 11:31 a.m. She stated that the Oath of Office was administered to Mr. Hernandez prior to the meeting.

Supervisors Torres, Hernandez and Schiffer were present. Supervisors Noble and Supervisor-Elect Babcock were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Supervisors George Hernandez and Chris Babcock *(the following will be provided in a separate package)***

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. George Hernandez, in advance of the meeting, for purposes of establishing a quorum. She provided and briefly described the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. 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**
- E. Form 8B: Memorandum of Voting Conflict**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2023-01. Ms. Schiffer nominated the following slate of officers:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Chris Torres	Assistant Secretary
Chris Babcock	Assistant Secretary
George Hernandez	Assistant Secretary
Kristen Suit	Assistant Secretary

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, Resolution 2023-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was accepted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2023/2024 Budget**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2023-04, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented the Proposed Fiscal Year 2024 budget and stated it was previously agreed that this would be an admin-only budget.

**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Ms. Schiffer and seconded by Mr. Hernandez, with all in favor, the Public Hearing was closed.**

Ms. Suit presented Resolution 2023-04 and read the title.

**On MOTION by Mr. Torres and seconded by Ms. Schiffer, with all in favor, Resolution 2023-04, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2023/2024  
Budget Funding Agreement**

Ms. Suit presented the Fiscal Year 2023/2024 Budget Funding Agreement.

**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the Fiscal Year 2023/2024 Budget Funding Agreement, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

Ms. Suit presented Resolution 2023-05.

**On MOTION by Mr. Torres and seconded by Ms. Schiffer, with all in favor, Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

This item was deferred.

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of May 31, 2023**

Ms. Suit presented the Unaudited Financial Statements as of May 31, 2023.

**On MOTION by Mr. Hernandez and seconded by Mr. Torres, with all in favor, the Unaudited Financial Statements as of May 31, 2023, were accepted.**

**TENTH ORDER OF BUSINESS**

**Approval of April 20, 2023 Regular Meeting Minutes**

Ms. Suit presented the April 20, 2023 Regular Meeting Minutes.

**On MOTION by Ms. Schiffer and seconded by Mr. Torres, with all in favor, the April 20, 2023 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

There was no report.

**B. District Engineer: Coastal Engineering Associates, Inc.**

There was no report.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **0 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: August 17, 2023 at 11:30 AM**
  - **QUORUM CHECK**

The August 17<sup>th</sup> and September 21<sup>st</sup> meetings were cancelled.

**TWELFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Schiffer and seconded by Mr. Hernandez, with all in favor, the meeting adjourned at 11:44 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair