

**MINUTES OF MEETING
HAMMOCK RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Hammock Reserve Community Development District was held Tuesday, **October 5, 2021** at 1:30 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath <i>joined late</i>	Chairman
Lauren Schwenk	Vice Chairman
Matthew Cassidy	Assistant Secretary
Justin Frye	Assistant Secretary
Andrew Rhinehart <i>by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>by Zoom</i>	KE Law Group
Marshall Tindall	GMS Field
Clayton Smith <i>by phone</i>	GMS Field

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present.

THIRD ORDER OF BUSINESS

Approval of Minutes of the September 7, 2021 Board of Supervisors Meeting

Ms. Burns presented the September 7, 2021, Board of Supervisors meeting minutes and asked for any comments, changes, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the Minutes of the September 7, 2021, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-01
Waiving a Portion of the Rules of**

October 5, 2021

**Hammock Reserve CDD
Procedure Regarding Notice of District
Meetings**

Ms. Burns stated that this resolution would waive the portion of the Rules of Procedure that would require the Board to publish monthly meeting notices. The meetings will be posted on the District's website and also the annual schedule. Ms. Burns stated that this would save the District money.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of District Meetings, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Construction Funding
Agreement for Phases 3 and 4**

Ms. Burns stated this was with CH Dev LLC and the agreement stated that the entity will fund construction expenses until bonds are issued and then at that time it would be reimbursable out of bond funds.

Ms. Schwenk brought up that the agreement they previously looked at was CH Dev LLC and Hammock Reserve Partners. Ms. Burns stated they could approve this agreement as amended. Mr. Van Wyk asked that they approve the agreement for use with both CH Dev LLC and Hammock Reserve Partners.

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, the Construction Funding Agreement for Phases 3 and 4 with CH Dev LLC and Hammock Reserve Partners, was approved as amended.

**Rennie Heath joined the meeting at this time*

SIXTH ORDER OF BUSINESS

**Consideration of Temporary Construction
and Access Easement Agreement for
Phases 3 and 4**

Ms. Burns stated that CH Dev LLC was the landowner for Phase 3 and Hammock Reserve Partners was the landowner of Phase 4.

On MOTION by Mr. Heath, seconded by Mr. Frye, with all in favor, the Temporary Construction and Access Easement Agreement for Phases 3 and 4, was approved as amended.

SEVENTH ORDER OF BUSINESS

**Consideration of Audit Services
Engagement Letter for Fiscal Year 2021
Audit**

Ms. Burns stated that the total price was \$4,900 and that this was an increase from the previous contract amount because they have issued bonds since then. She stated that this price was in line with what they see at other Districts that have bonds.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2021 Audit, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Playground Quote –
ADDED**

Ms. Burns stated that this was for the playground at Tract H and that they needed to get it approved and ordered soon. The total amount was \$92,189 and that was for purchase and installation. The Board and Ms. Burns discussed payments and projected length of the project.

Mr. Frye will discuss terms of the lease agreement with Gary, the agreement for the lease will be put on the next month’s agenda.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Playground Quote from Pro Playground, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated that he did not have anything to report.

B. Engineer

There being no engineer present, the next item followed.

C. Field Manager

Mr. Tindall reviewed landscape contracts and maps for the areas that were ready for landscaping. Mr. Smith added that they have had Prince & Sons doing work every other week to

October 5, 2021

Hammock Reserve CDD

mow as things are planted that way there are no lapses in maintenance in these areas. He noted that what is there currently is complete and ready to be put under contract. These have been one-time services until a contract is put into place. Mr. Smith stated that the site is now ready to put the contract into place. Prince & Sons submitted the most competitive price.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Landscape Contract with Prince & Sons, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register and asked for a motion to approve.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated that the financials were included in the packet for review. There was no action necessary unless there were any questions. The Board had no questions on the financials.

iii. Ratification of Series 2020 (AA1) Requisition #55

Ms. Burns noted this has been approved and just needs to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Frye, with all in favor, the Series 2020 (AA1) Requisition #55, was ratified.

iv. Ratification of Summary of Series 2021 (AA2) Requisitions #26 to #33

Ms. Burns noted that these have been approved, they just need to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Frye, with all in favor, the Series 2021 (AA2) Requisitions #26 to #33, were ratified.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman