

**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, **January 3, 2023** at 9:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairperson
Emily Cassidy	Assistant Secretary
Eric Lavoie	Assistant Secretary
Jessica Petrucci	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Marshall Tindall	Field Manager, GMS
Molly Banfield <i>by Zoom</i>	District Engineer, Dewberry
Lauren Gentry	District Counsel, KVV Law

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no public comments at the time.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 1, 2022 Landowners' and Board of Supervisors Meetings

Ms. Burns asked if there were any questions, comments, or corrections to the November 1, 2022 Landowners' meeting or Board of Supervisor meeting minutes. The Board had no changes.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Minutes of the November 1, 2022 Board of Supervisors Meetings, were approved.

January 3, 2023

Hammock Reserve CDD

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of Towing Policies and Rules for Overnight Parking within the District

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

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns noted that there were no members of the public present and asked for a motion to close the public hearing.

On MOTION by Ms. Petrucci, seconded by Mr. Lavoie, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2023-03 Adopting Towing Policies and Rules for Overnight Parking Within the District

Ms. Burns presented the resolution, stating that the two parking maps that were previously requested were included in the agenda packet for review. She noted that the blue map reflected the “no parking” on the odd side of the street, and that the red map reflected the “no parking” on the even side of the street. Discussion ensued as to whether or not, on the blue map, parking on the opposite side of the homes on Terran Drive would block access to the tract. It was concluded that they could have “no parking” signs in certain areas for access and extend it on the roundabout.

Ms. Burns noted that the parking policy would still include no overnight parking of commercial vehicles, vessels, or trailers, as well as no overnight parking at amenities. Ms. Burns asked for a motion to approve no parking on the odd side of the road (blue map) and parking allowed on the even.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, Resolution 2023-03 Adopting Towing Policies and Rules for Overnight Parking Within the District, With No Parking on the Odd Side, and Parking Allowed on the Even, was approved.

FIFTH ORDER OF BUSINESS

A. Consideration of Contract Agreement with Polk County Property Appraiser

January 3, 2023

Hammock Reserve CDD

Ms. Burns stated that the contract agreement was just the annual renewal to be able to collect on the tax bill in November.

B. Consideration of 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated that the Data Sharing and Usage Agreement was for her office regarding not disclosing exempt parcels that we marked confidential. She asked for a motion to approve both contracts.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Contract Agreement with Polk County Property Appraiser and the 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser, were approved.

SIXTH ORDER OF BUSINESS

Presentation and Approval of Arbitrage Rebate Report for Series 2020 AA1 Project

Ms. Burns stated that under the Internal Revenue Code, the District was required to demonstrate that they do not earn more interest than they pay, and she noted the negative arbitrage amount on page 4. She asked for a motion to approve.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Arbitrage Rebate Report for Series 2020 AA1 Project, was approved.

SEVENTH ORDER OF BUSINESS

CLOSED SESSION of Board Discussion Regarding Security

Ms. Burns stated that certain security procedures were exempt from public records request, and therefore they would hold a closed session for Board discussion. She presented a proposal from Securitas Security, noting that it was the only company they found that would staff facilities for under 40 hours a week. She stated that if the Board decided that they would want to proceed, it would take approximately one month for them to hire and staff someone, therefore the Board decided that the services would start between early and mid-March. She asked for a motion to approve.

January 3, 2023

Hammock Reserve CDD

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Proposal from Securitas Security with services starting Early to Mid-March, was approved.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Gentry had nothing further to report.

B. Engineer

Ms. Banfield noted that Mr. Malave wanted to make note that he had multiple requisitions that he needed to sign off on, so he would take a look at them soon to have them completed.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's Report, noting that the facilities in the area had been monitored with nothing significant to report other than a few minor trees leaning. He also noted that they were trying to find a resolution to recreational smoking that was occurring in restrooms in the amenities, as well as that they were looking into adding air fresheners in the facilities to combat the odor. He also noted that they added signage to the dog facilities, including signage regarding not leaving the gates open to the dog area. He stated that the pest control company had started their services, as well as that landscaping was doing well across the community.

Mr. Tindall also made note of hurricane cleanup, including that an onsite vendor would be continuing to repair the damaged fences. He stated that there was also a wall that was hit by a car on the south side of the entrance, and it would be repaired through the District's insurance.

i. Consideration of Proposal for Cameras at the Amenity from Current Demands

Mr. Tindall presented the proposal for the security cameras, noting that it was a 5-camera system that would cover the main entrance, the foyer, the restrooms, and a panoramic view of the pool area. He added that they had good experience with Current Demands in past transactions, and the total for the proposal was \$4,165.85, which was within budget.

January 3, 2023

Hammock Reserve CDD

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Proposal for Cameras at the Amenity from Current Demands, was approved.

ii. Consideration of Proposal for Playground Shade Equipment from ProPlaygrounds

Mr. Tindall presented the proposal for the replacement of the shade structure at the playground due to the damage from the hurricane for \$6,346.43. He noted that they had the vendor look into it, but they were not able to repair it due to the amount of damage. Ms. Burns asked for a motion to approve.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Proposal for Playground Shade Equipment from ProPlaygrounds, was approved.

D. District Manager's Report

i. Approval of Check Register *(to be provided under separate cover)*

Ms. Burns presented the check register totaling \$163,218.46 through November 30, 2022. She asked for a motion to approve.

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement *(to be provided under separate cover)*

Ms. Burns stated that the financials were included in the packet for review and were through November 30th. There was no action necessary. The Board had no questions on the financials.

iii. Ratification of:

a) Summary of Series 2022 (AA3 – Phase 3) Requisitions #55 to #59

b) Summary of Series 2022 (AA3 – Phase 4) Requisitions #57 to #70

Ms. Burns presented the requisitions to the Board and stated that they had already been approved. She asked for a motion to ratify.

January 3, 2023

Hammock Reserve CDD

On MOTION by Mr. Lavoie, seconded by Ms. Petrucci, with all in favor, Series 2022 (AA3 – Phase 3) Requisitions #55 to #59, and Series 2022 (AA3 – Phase 4) Requisitions #57 to #70, were ratified.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

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

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman