

**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 Thursday, **January 4, 2024** at 9:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Eric Lavoie	Chairman
Jessica Petrucci <i>by Zoom</i>	Vice Chairperson
Emily Cassidy	Assistant Secretary
Lindsey Roden	Assistant Secretary
Bobbie Henley	Appointed as Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Monica Virgen	District Manager, GMS
Marshall Tindall	Field Manager, GMS
Lauren Gentry	District Counsel, KVW Law
Savannah Hancock	District Counsel, KVW Law
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Lisa Kelley <i>by Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were three Supervisors present in person and one member joining via Zoom constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present at the meeting and no members of the public joining us via Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Letter of Resignation from Rennie Heath

Ms. Burns stated there is a letter of resignation from Rennie Heath and asked for a motion to accept his resignation.

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On MOTION by Mr. Lavoie, seconded by Ms. Roden, with all in favor, Acceptance of Letter of Resignation from Rennie Heath, was approved.

B. Appointment to Fill Board Seat #1

Ms. Burns asked for a nomination to fill seat #1. Ms. Roden nominated Bobbie Henley to seat #1.

On MOTION by Ms. Roden, seconded by Mr. Lavoie, with all in favor, the Appointment of Bobbie Henley to Seat #1, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns administered the oath to Bobbie Henley.

D. Consideration of Resolution 2024-03 Electing Officers

Ms. Burns explained when there is a change in Board, officers are re-elected so everyone has an assignment. Previously Eric Lavoie was Chairman and Jessica Petrucci was Vice Chair and the other three Supervisors were Assistant Secretaries. She asked if the Board would like to keep that the same, and the Board agreed to keep the same officers.

On MOTION by Ms. Roden, seconded by Mr. Lavoie, with all in favor, Resolution 2024-03 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 2, 2023 Board of Supervisors Meeting

Ms. Burns presented the minutes from the November 2, 2023 Board of Supervisor meeting and asked if there were any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Lavoie, seconded by Ms. Roden, with all in favor, the Minutes of the November 2, 2023 Board of Supervisors Meeting, were approved.

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FIFTH ORDER OF BUSINESS

Consideration of License Agreement for End of Watch Memorial Project

Ms. Burns stated they were contacted by Florida Fish and Wildlife Commission asking to put a monument at the back of Hammock Reserve near the boat ramp dedicated to a fallen officer who is a family member of a resident of the community. Ms. Gentry stated this is with FWC as an organization instead of an individual which was originally thought so updates will be made to reflect that.

On MOTION by Ms. Roden, seconded by Mr. Lavoie, with all in favor, the License Agreement for End of watch Memorial Project, was approved in substantial form.

SIXTH ORDER OF BUSINESS

Consideration of 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this is the annual renewal of their agreement that is required for them to provide the parcels so the CDD can collect on the tax bill.

On MOTION by Mr. Lavoie, seconded by Ms. Henley, with all in favor, the 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Arbitrage Rebate Report for Series 2020 Assessment Area One Project Bonds

Ms. Burns stated under internal revenue code the District is required to demonstrate that they do not earn more interest than they pay on the bonds. Page 4 shows a negative arbitrage amount listed.

On MOTION by Mr. Lavoie, seconded by Ms. Roden, with all in favor, the Arbitrage Rebate Report for Series 2020 Assessment Area One Project Bonds, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry stated nothing to report.

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B. Engineer

Ms. Kelley stated nothing to report.

C. Field Manager's Report**i. Consideration of Proposal from Aquatic Weed Management Inc. for 1x Clean-Up of Area Around Pond Banks in Phase 3**

Mr. Tindall stated the amenity since the last meeting has done well and the winter weather reduces facility traffic. Landscaping overall has done well. Irrigation is being adjusted to mitigate dollar weed. Trees in Phase 3 are being reviewed with the landscaper and proposal is being done for new trees. The ponds overall look good. The pond vendor recommended clean up proposed at \$1,500 for access and long-term maintenance around pond banks.

On MOTION by Mr. Lavoie, seconded by Ms. Roden, with all in favor, the Proposal from Aquatic Weed Management Inc. for 1x Clean-Up of Area Around Pond Banks in Phase 3, was approved.

Mr. Tindall noted routine winter maintenance such as cleaning pool furniture, pressure washing sidewalks at amenity and mail area, minor fill-in around pool adjacent to dog park, and water bowls added to dog park behind pool. Replacement light for mailbox, wildlife caution signs recommended placement and proposal, traffic sign straightening is being monitored.

D. District Manager's Report

Ms. Burns stated she checked with Marshall about expanding parking into Phase 3. There is a parking policy that allows for one side of the street parking in Phases 1 & 2. When home construction is nearing, they will look at Phase 3. She noted there are signs listed there that is a city requirement being installed that say no on street parking. That phase if it is a city ordinance has that compliance. She noted they would look into who is enforcing that and does the CDD have the ability to adopt a similar policy and enforce it and will the city be enforcing the ticketing. She noted two different parking policies within the community may be a confusing issue to the extent that the Board may want to look at making the policy the same as in the existing phases. She noted her and Ms. Gentry are looking into that and will bring some information back to the Board.

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i. Approval of Check Register

Ms. Burns presented the check register included in your package for review from October 20th through December 20th totaling \$82,299.42. She asked for questions on any of the invoices.

On MOTION by Mr. Lavoie, seconded by Ms. Roden, with all in favor, the Check Register for \$82,299.42, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated that the financials were included in the packet for review through the month of November. There was no action necessary.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, 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. Roden, with all in favor, the meeting was adjourned.

Jill Burns

Secretary

DocuSigned by:
Eric Lavoie
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Chairman