

**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, **September 5, 2024** at 9:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Henley	Chairperson
Lindsey Roden	Vice Chairperson
Emily Cassidy	Assistant Secretary
Jessica Spencer	Assistant Secretary

Also present were:

Monica Virgen	District Manager, GMS
Jill Burns	District Manager, GMS
Marshall Tindall	Field Manager, GMS
Savannah Hancock	District Counsel, Kilinski Van Wyk
Lauren Gentry <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Virgen called the meeting to order at 9:30 a.m. and called the roll. Four Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Eric Lavoie

Ms. Virgen presented the resignation of Eric Lavoie and asked for a motion to accept.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Accepting the Resignation of Eric Lavoie, was approved.

Ms. Henley noted she would like to resign from seat #1.

On MOTION by Ms. Roden, seconded by Ms. Cassidy, with all in favor, Accepting the Resignation of Bobbie Henley from Seat #1, was approved.

B. Appointment to Fill Vacant Board Seat #3

Ms. Roden nominated Bobbie Henley to fill seat #3.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Appointing Bobbie Henley to Seat #3, was approved.

Ms. Virgen administered the oath of office to Ms. Henley. Ms. Henley nominated Joe Braddy to fill seat #1

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Appointing Joe Braddy to Seat #1, was approved.

Ms. Virgen administered the oath of office to Mr. Braddy. Ms. Roden stated she would like to resign from seat #2.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, Accepting the Resignation of Lindsey Roden from Seat #2, was approved.

Ms. Cassidy noted she would like to resign from seat #5.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, the Resignation of Emily Cassidy from Seat #5, was approved.

Ms. Spencer nominated Lindsey Roden to fill seat #5.

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On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, Appointing Lindsey Roden to Seat #5, was approved.

Ms. Spencer appointed Emily Cassidy to fill seat #2.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, Appointing Emily Cassidy to Seat #2, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Virgen administered the oath of office to Ms. Cassidy. Ms. Hancock reviewed the Sunshine Law with Mr. Braddy. Ms. Gentry reviewed the Public Records Law and Ethics Law.

D. Consideration of Resolution 2024-09 Electing Officers

Ms. Virgen presented Bobbie Henley as Chair, Lindsey Roden as Vice Chair, and Monica Virgen, Emily Cassidy, Jessica Spencer and Joe Braddy as Assistant Secretaries.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2024-09 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the August 1, 2024 Board of Supervisors Meeting

Ms. Virgen presented the minutes from the August 1, 2024 Board of Supervisor meeting and asked for any questions or corrections. She noted that these minutes have been reviewed by staff. The Board had no changes to the minutes.

On MOTION by Ms. Roden, seconded by Ms. Cassidy, with all in favor, the Minutes of the August 1, 2024 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock noted she had nothing further to report.

B. Engineer

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Mr. Malave had nothing to report at this time.

C. Field Manager’s Report

Mr. Tindall reviewed the Field Manager’s report on page 17 of the agenda package.

i. Consideration of Proposal to Add Second Bike Rack at Amenity Center

Mr. Tindall presented a proposal from GMS to add a second bike rack at the amenity center for \$3,309.80. He noted it will probably happen toward the first of October so will go into next year’s budget.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Proposal from GMS to Add Second Bike Rack at Amenity Center, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Virgen presented the check register from July 19th through August 27th totaling \$43,811.74. A detailed run summary follows the register. She asked for any questions. A Board member referred to check date 08/07/24 and asked if the playground lease was paid twice for September. Ms. Burns noted Hammock Reserve has more than one playground lease.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Virgen stated on page 34 of the agenda package is the balance sheet and income statement. No action is necessary.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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SEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Virgen asked for a motion to adjourn.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Bobbie Henley

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Chairman/Vice Chairman