

**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, February 6, 2025** at 9:36 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

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

Also present were:

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

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Virgen called the meeting to order and called the roll. Five Supervisors were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Virgen stated this was the time for public comments on the agenda items. She stated there were no members of the public present on zoom and asked for public comment present.

Resident (Bill Wenger, 6151 Hammock Island Way) asked if they could have permission to install a Purple Martin house at the end of the walkway on the CDD tract. He discussed the benefits of having Purple Martins. His written request is contained in the agenda packet.

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Resident (Pedro Perez, 3565 Yarian Drive) made a comment on speeding on the roadways. He stated that he would prefer speed bumps instead of additional signs. He discussed the safety concerns. Mr. Malave stated the CDD would have to get approval through the city and identify locations for the bumps. He noted the cost would be between \$3,000 to \$8,000. Ms. Virgen stated there were not funds in the budget for this fiscal year but could be considered for the next budgeting year. She noted that it may increase assessments.

Discussion ensued on the Board option to consider this for next year, resident concerns of having them by their house, how many communities have installed speed bumps, a traffic study that would be required, approval from the city, flashing signs, and enforcement. Another large concern was the increase in assessments for residents. Mr. Malave suggested he contact the city to inquire on the process and the costs.

### **THIRD ORDER OF BUSINESS**

#### **Organizational Matters**

#### **A. Administration of Oaths of Office to Newly Elected Board Member Joe Braddy (Seat #1) (Elected November 7, 2024 Landowners Meeting)**

Ms. Virgen administered the oath of office to new Supervisor Joe Braddy in Seat #1, elected on November 7, 2024 at the Landowners' meeting.

### **FOURTH ORDER OF BUSINESS**

#### **Approval of Minutes of the November 7, 2024 Landowners' Meeting and November 7, 2024 Board of Supervisors Meeting**

Ms. Virgen presented the minutes from the November 7, 2024 Landowners' Meeting and the November 7, 2024 Board of Supervisor meeting and asked for any questions or corrections. She noted that the minutes have been reviewed by staff. The Board had no changes.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Minutes of the November 7, 2024 Landowners' Meeting and the November 7, 2024 Board of Supervisors Meeting, were approved.

### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Resident Request Regarding Installation of Purple Martin Nest on CDD Common Area Tract**

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Ms. Virgen stated a resident has requested the installation of a Purple Martin nest on CDD Common area tract on Phase 3. She added Mr. Wenger provided information regarding the Purple Martins. Discussion ensued on the ability to remove the nest if needed, upkeep is the responsibility of the resident to maintain, the location in the community, issues with mowers, walking trail in the area, and other nest locations in the community. Ms. Virgen will begin process of agreement.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Resident Request Regarding Installation of Purple Martin Nest on CDD Common Area Tract, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Discussion Regarding Installation of Additional Road Signage in District**

Mr. Tindall provided a map of the locations of the additional 5 turns signs and 5 speed signs. Mr. Tindall asked for consideration to match other signs. He commented on the need in the different phases and the concern of the installation not affecting the speeding. He recommended corner signs, which would need city approval. Board member asked about clarification on missing signs and other areas needing replacement. He discussed the specific locations, and the map was provided for an overview. The Board suggested residents reach out to the police department and this would be the most efficient and cost effective.

Mr. Braddy asked for clarification if there were signs missing that must be replaced by code. Mr. Tindell responded the two in red on the map. There was no action on this item.

## **SEVENTH ORDER OF BUSINESS**

### **Presentation of Arbitrage Rebate Report for Series 2020 Assessment Area One Project Bonds from AMTEC**

Ms. Virgen provided an overview of the arbitrage report that was completed by AMTEC. She noted there is a negative arbitrage amount which shows the District is not earning more interest than they pay.

On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, the Arbitrage Rebate Report for Series 2020 Assessment Area One Project Bonds from AMTEC, was approved.

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**EIGHTH ORDER OF BUSINESS**

**Consideration of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Virgen stated this is an annual agreement with the Polk County Property Appraiser and clarifies the district will hold exempt any records that Polk County holds exempt.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of 2025 Contract Agreement with Polk County Property Appraiser**

Ms. Virgen stated this is a contract agreement with Polk County Property Appraiser that allows the district to place the property assessments on the Polk County Property Tax bill.

On MOTION by Ms. Henley, seconded by Ms. Cassidy, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hancock noted the agreement with the resident will be drafted and sent out. She reminded the Board of the 4 hours of ethics training requirements for the new fiscal year. She noted the Board could complete them online. Mr. Braddy asked if he needed to complete by January and it was noted he had to complete it by December 31<sup>st</sup>.

**B. Engineer**

Mr. Malave stated he had no additional information with the exception of the signage.

**C. Field Manager's Report**

**i. Consideration of Resident Request to Add Pet Waste Stations in Community  
(tabled from November 7, 2024 Board of Supervisors Meeting)**

Mr. Tindall presented the field managers' report that included updates on the amenity area repairs on pavers, Lanai area fan switch replacement, the landscape spring refresh, consideration of annuals at the front entrance for the new budget, pond algae and low water levels, general

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maintenance, routine maintenance, dog park updates, updates to the fence, bench work, stop signs installed, fencing delays and Phase 4 completion, trash issues, and consideration of a dog station in Phase 4 which does not have one currently. He noted there have been resident complaints about not having a dog station in that phase.

Ms. Spencer asked about the cost of a dog station. He noted there is a proposal for a dog station that includes delivery and installation and a \$50 monthly fee for pick up added to the contract. He added this would be a total of \$684 a year added to the janitorial for maintenance with contingency. He stated if this started March 1<sup>st</sup> they would have 7 months and it would total \$350 for the remainder of the year. It was noted in his contingency he had budget of \$6,000 a year for field. She added currently as of December 31<sup>st</sup> he had spent \$1,050, so there would be funds in the budget.

On MOTION by Ms. Spencer, seconded by Ms. Cassidy, with all in favor, the Request to Add a Pet Waste Station in the Community, was approved.

#### **D. District Manager's Report**

##### **i. Approval of Check Register**

Ms. Virgen presented the check register from October 25, 2024 through January 23, 2025 totaling \$1,480,024.43. A detailed run summary follows the check register.

On MOTION by Ms. Cassidy, seconded by Ms. Roden, with all in favor, the Check Register totaling \$1,480,024.43, was approved.

##### **ii. Balance Sheet & Income Statement**

Ms. Virgen stated the unaudited financials through December 31, 2024 are included in the packet. She added these are only for informational purposes.

#### **ELEVENTH ORDER OF BUSINESS**

##### **Other Business**

Ms. Virgen asked the Board for permission to read a public comment from Richard Rodriquez, Simon Watson, Aisha Collazo, and Melany Sanchez. She added copies have been provided to each Board member.

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The comment was regarding the meeting schedule specifically the weekday meetings at 9:30 a.m. They stated this time for meetings is completely out of touch for working homeowners making it nearly impossible to attend. Homeowners do not have an opportunity to address concerns and this discourages participation. The request was made to adjust the meeting to allow for participation.

Ms. Virgen responded to the residents and advised them of the various steps the Board has taken to allow for community involvement including the Zoom line availability, the minutes are posted to the website, the ability of residents to request recordings if they cannot attend the meeting in person, the ability for residents to send in public comments, and they do not have to wait until the meetings to bring up problems they can reach out to the District manager at any time. She added the concerns can be addressed outside the meetings. She added the Board can consider this request, but there are many ways to allow for resident participation.

District Counsel stated it is the Board's discretion of when they hold the meeting. There is no legal requirement but there is a requirement for the Board quorum for making decisions. She explained the Board shift to homeowner members.

Resident (Donna Kingston, 3946 Whitney Lane) asked the question on the annuals in the front of the community and having a water restriction would this be feasible.

Resident (Pedro Perez) commented on the no parking restriction zones and the concerns. Ms. Virgen stated the District has adopted parking policies in Phase 1 and Phase 2. She added in Phases 3 and 4 there is a city ordinance and that will override other policies. She added the CDD cannot enforce parking policies in these areas. Issues can be reported to local officials.

Discussion ensued on the lack of common area parking, parking for visitors, ordinances on no street parking, towing vendor is not available, and to let District manager know of parking violations.

## **TWELFTH ORDER OF BUSINESS**

## **Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

## **THIRTEENTH ORDER OF BUSINESS**

## **Adjournment**

Ms. Virgen asked for a motion to adjourn.

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

*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Bobbie Henley*

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Chairman/Vice Chairman