

**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, **March 5, 2026** at 10:30 a.m. at Prime Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Lindsey Roden	Vice Chairperson
Jessica Spencer	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also present were:

Katie O'Rourke	District Manager, GMS
Savannah Hancock	District Counsel, Kilinski Van Wyk
Allen Bailey	Field Manager, GMS
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. O'Rourke called the meeting to order and took roll call. Four Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. O'Rourke opened the public comment period.

Resident (Nick Licata, 5732 Mast Ave) expressed concern about parking restrictions in Phases 3 and 4, stating that street widths appear similar to other areas where parking is permitted and asked what actions may be taken to address the issue. Staff advised that parking in Phases 3 and 4 would be discussed later in the agenda.

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Mr. Licata also asked how meeting notices are distributed. Staff explained that meeting notices are posted on the District’s website and published in a newspaper of general circulation in accordance with Florida statutory notice requirements. Additional notifications such as emails or letters are not currently provided unless directed by the Board.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 6, 2025, Board of Supervisors Meeting

Ms. O’Rourke presented the minutes of the November 6, 2025, Board of Supervisors meeting and asked for any comments or corrections. The Board had no changes to the minutes and there was a motion of approval

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Minutes of the November 6, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Presentation of Arbitrage Report – Series 2020

Ms. O’Rourke presented the arbitrage rebate report for the Series 2020 Bonds, noting that under the Internal Revenue Code the District must demonstrate that it does not earn more interest on bond proceeds than it pays on the bond. The report included in the agenda packet shows a negative arbitrage amount confirming the District’s compliance.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Accepting the Arbitrage Report for Series 2020, was approved.

FIFTH ORDER OF BUSINESS

Notice of Magistrate Hearing

Ms. O’Rourke reported that the District received code enforcement violations related to builder signs and flags displayed at the community entrance and a perimeter fence damaged during a severe storm. Mr. Bailey attended the initial magistrate hearing in February. The District had already come into compliance by removing the signs and flags but was assessed an administrative fee of approximately \$56. A second magistrate hearing is scheduled for March 26 regarding the fence. The fence has since been repaired and the District is currently in compliance, though a similar administrative fee is expected.

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The Board discussed sending a letter to the responsible builders requesting reimbursement for the administrative fee. A motion was made to approve a not-to-exceed amount of \$100 for the magistrate administrative fee and authorize District Counsel to send a reimbursement request letter to the builders responsible for the violation.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, a NTE amount of \$100 for the Magistrate Administrative Fee, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2026-04
Certifying the Series 2020 Assessment
Area 1 Project Complete**

Ms. O'Rourke presented Resolution 2026-04, declaring the completion of the Series 2020 Assessment Area Project 1. Staff noted that the District's Engineer has certified both projects as complete, all construction funds have been expended, and final reserve releases have been processed. Ms. O'Rourke stated that approval of the resolutions authorizes staff to submit them to the Trustee to close the associated construction accounts.

On MOTION by Ms. Spencer, seconded by Ms. Shockley with all in favor, Resolution 2026-04 Certifying the Series 2020 Assessment Area 1 Project Complete, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2026-05
Certifying the Series 2021 Assessment
Area 2 Project Complete**

Ms. O'Rourke reviewed Resolution 2026-05 certifying the Series 2021 Assessment Area 2 project complete. Ms. O'Rourke stated that approval of the resolutions authorizes staff to submit them to the Trustee to close the associated construction accounts

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-05 Certifying the Series 2021 Assessment Area 2 Project Complete, was approved.

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EIGHTH ORDER OF BUSINESS

Consideration of Contract Agreement with Polk County Property Appraiser

Ms. O'Rourke presented the annual agreement with the Polk County Property Appraiser for the provision of parcel listings used to place the District's assessments on the tax roll.

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

NINTH ORDER OF BUSINESS

Ratification of Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. O'Rourke presented the Data Sharing and Usage Agreement with the Polk County Property Appraiser. Staff explained that the agreement is administrative in nature and confirms the District will comply with statutory requirements regarding the confidentiality of certain protected individuals, such as law enforcement officers and judges.

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

TENTH ORDER OF BUSINESS

Ratification of Proposal for Chaise Lounge Chair Repairs

Ms. O'Rourke reported that eight pool chaise lounge chairs required repair and re-slinging. In order to have the chairs repaired and returned in time for increased pool use during the spring season, staff authorized the proposal in advance.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Proposal for Chaise Lounge Chair Repairs, was ratified.

ELEVENTH ORDER OF BUSINESS

Discussion of Additional Pet Waste Stations

Ms. O'Rourke presented a proposal to add three pet waste stations in Phases 3 and 4 in response to requests from residents and HOA members. A map showing proposed location was included in the agenda package.

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The installation cost for the three stations is \$1,770, with an additional monthly janitorial cost of \$150 for servicing. Staff noted that the installation cost can be covered through the amenity contingency line item, and the ongoing service cost can also be accommodated within the current budget.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Proposal for Three Additional Pet Waste Stations, was approved.

TWELFTH ORDER OF BUSINESS

Update on Phases 3 and 4 Parking

Staff provided an update regarding parking restrictions in Phases 3 and 4 following Board direction from a prior meeting. After reviewing the PUD language and construction plans, staff confirmed that the filed construction plans with the city supersede the PUD and indicate no on-street parking in Phases 3 and 4. The District Engineer also confirmed that streets in these phases are approximately four feet narrower than those in Phases 1 and 2, which contributes to the restriction.

At the Board’s request, the District Engineer evaluated the community for potential overflow or visitor parking locations. Several possible areas were identified in Phase 3, though Phase 4 does not appear to have viable locations due to limited space and surrounding lot configurations. The engineer estimated that creating approximately four to six parking spaces could cost \$25,000-35,000, including engineering, permitting, and construction, subject to City approval.

Board members discussed the limited benefit relative to the cost and the potential for residents from other phases to use the spaces. The Board directed staff to prepare two budgeted scenarios for the next meeting; one including funding for potential parking improvements and one without so the Board can evaluate the impact before deciding.

Staff also confirmed that the District adopted a parking policy prohibiting street parking in Phase 3 and 4, and enforcement began earlier in the year, including towing when necessary.

THIRTEENTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Joe Braddy

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Ms. O'Rourke presented the resignation of Supervisor Joe Braddy from Seat 1 and asked for a motion to accept.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Accepting the Resignation of Joe Braddy, was approved.

B. Appointment of Individual to Fill Board Vacancy in Seat #1 Exp. 2028

Following discussion, Supervisor Roden resigned from Seat 5 to allow appointment to Seat 1, which will transition to a resident seat. The Board considered appointing Mr. Bill Nolen to the now vacant seat 5. Mr. Nolen was present and expressed interest in serving on the Board.

On MOTION by Ms. Spencer, seconded by Ms. Hazelrig, with all in favor, Accepting the Resignation of Ms. Roden from Seat 5, was approved.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Appointing Lindsey Roden to Seat 1, was approved.

On MOTION by Ms. Schockley, seconded by Ms. Hazelrig, with all in favor, Appointing Mr. Bill Nolen to Seat 5, was approved.

C. Administration of Oath to Newly Appointed Individual

Mr. Nolen was administered the oath of office and provided an overview of Board member responsibilities, including Sunshine Law, public records requirements, ethics laws, and annual ethics training.

D. Consideration of Resolution 2026-06 Electing Officers

The Board considered maintaining the current officer structure and adding Mr. Nolen as an Assistant Secretary.

On MOTION by Ms. Spencer, seconded by Ms. Hazelrig, with all in favor, Resolution 2026-06 Electing Officers Keeping the Same Slate and Adding Mr. Nolen as an Assistant Secretary, was approved.

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FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock provided a brief update on the Florida legislative session, noting that several proposed bills could impact local governments and Community Development Districts. Counsel highlighted potential legislation establishing a recall process for Supervisors elected by qualified electors. While the current Board members were elected by landowners and are not presently affected, the provision may apply as Board seats transition to resident elections. Counsel also noted proposed legislation that could create additional processes for individuals to challenge certain local government actions, as well as updates to state contracting restrictions with certain foreign entities.

B. Engineer

Mr. Malave stated he had nothing new to report.

C. Field Manager's Report

Mr. Bailey provided an update on recent maintenance activities. The Phase 4 fence was cleaned to remove rust buildup, and repairs were completed to the stormwater drain. The fence on Tabago Street was also repaired to address a code compliance issue with the City.

Landscape vendors continue routine maintenance and are evaluating freeze damage to plants throughout the community. Trimming has begun in affected areas, and proposals for plant replacements will be obtained once recovery is assessed.

Mr. Bailey also reported that arrangements are being finalized for the repair of damaged lounge chairs.

i. Consideration of Prince Mulch Proposal

The Board considered a proposal for brown mulch installation throughout the community entrances, amenity areas, and common landscape beds for \$15,000, to be funded from the Landscape Replacement budget line item. The Board directed staff to delay installation until landscaping replacement needs are evaluated following freeze damage.

<p>On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Prince Mulch Proposal Holding Until Staff confirms Locations of Plant Replacements, was approved.</p>

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D. District Manager’s Report

i. Approval of Check Register

Ms. O’Rourke presented the check register for October 23, 2025 through February 19, 2026 totaling \$1,546,180.97 along with the associated invoice summary. She noted District staff checked all the invoices for accuracy.

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

ii. Balance Sheet & Income Statement

Ms. O’Rourke noted the unaudited financials through the end of the month were provided in the agenda for Board review and no action is necessary.

FIFTEENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. O’Rourke opened the public comment period.

Resident (Nick Licata, 5732 Mast Ave.) raised additional concerns regarding the no on-street parking restriction in Phases 3 and 4, stating that his measurements of the roadway appeared inconsistent with previously discussed widths.

The District Engineer explained that the approved construction drawing specifies widths and require no on-street parking in those phases. Staff noted that the city-approved site plan explicitly prohibits street parking. The District is legally required to comply with these plans. Staff further clarified that the towing policy adopted by the District reflect the requirements contained in the approved development plans. Ms. Hancock explained that the District cannot permit street parking where it conflicts with the approved site plans.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

Ms. O’Rourke asked for a motion to adjourn.

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

Signed by:

Katie O'Rourke

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Secretary/Assistant Secretary

Signed by:

Bobbie Shockley

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Chairman/Vice Chairman