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, **August 13, 2026,** at 10:33 a.m. at the Offices of 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
William Nolen	Assistant Secretary

Also present were:

Katie O'Rourke	District Manager, GMS
Christine Wells	District Manager, GMS
Savannah Hancock	District Counsel, Kilinski Van Wyk
Allen Bailey	Field Manager, GMS
Ray Malave *by Zoom*	District Engineer
Chace Arrington *by Zoom*	District Engineer

FIRST ORDER OF BUSINESS **Roll Call**

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

SECOND ORDER OF BUSINESS **Public Comment Period**

Ms. O'Rourke stated there were no members of the public present in person or by Zoom.

THIRD ORDER OF BUSINESS **Approval of the Minutes of the July 2, 2026, Board of Supervisors Meeting**

Ms. O'Rourke presented the minutes of the July 2, 2026, Board of Supervisors meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Minutes of the July 2, 2026, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Public Hearing on the Adoption of the Fiscal Year 2027 Budget**

Ms. O'Rourke requested a motion to open the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Opening the Public Hearing, was approved.

Ms. O'Rourke noted there were no members of the public present in person or joining by Zoom to provide public comment.

A. Consideration of Resolution 2026-12 Adopting the Fiscal Year 2027 Budget and Appropriating Funds

Ms. O'Rourke presented Resolution 2026-12 adopting the District's Fiscal Year 2027 budget for the period beginning October 1, 2026, through September 30, 2027. The final budget, previously reviewed and approved by the Board, was updated to reflect actual financial results through June 30, 2026. The adopted budget included no increase to resident assessments. No questions were raised by the Board.

On MOTION by Ms. Shockley, seconded by Mr. Nolen, with all in favor, Resolution 2026-12 Adopting the Fiscal Year 2027 Budget and Appropriating Funds, was approved.

Ms. O'Rourke requested a motion to close the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2026-13 Imposing Special Assessments and Certifying an Assessment Roll**

Ms. O'Rourke presented Resolution 2026-13 imposing the operations and maintenance assessments necessary to fund the District's adopted Fiscal Year 2027 budget and certifying the assessment roll for collection on the Polk County tax bill. The assessment roll, included in the agenda package, identifies each parcel within the District and the corresponding debt service and operations and maintenance assessments to be collected.

> On MOTION by Mr. Nolen, seconded by Ms. Shockley, with all in favor, Resolution 2026-13 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS **Public Hearing on the Adoption of Amended and Restated Parking Rules**

Ms. O'Rourke requested a motion to open the public hearing.

> On MOTION by Ms. Shockley, seconded by Mr. Nolen, with all in favor, Opening the Public Hearing, was approved.

A. Consideration of Resolution 2026-14 Adopting Amended and Restated Rules Relating to Parking

Ms. O'Rourke presented Resolution 2026-14 adopting amended and reinstated parking rules. Ms. Hancock explained that the amendments corrected an error on the parking map and added clarifying language prohibiting parking on grass, including pond banks, and sidewalks to prevent damage to irrigation, landscaping, and sidewalks. No major policy changes were made regarding designated parking areas. The Board had no questions or changes to the resolution. There were no members of the public present in person or joining by Zoom to provide public comment.

> On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-14 Adopting Amended and Restated Rules Relating to Parking, was approved.

Ms. O'Rourke requested a motion to close the public hearing.

> On MOTION by Ms. Roden, seconded by Mr. Nolen, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2026-15 Adopting the Fiscal Year 2027 Meeting Schedule**

Ms. O'Rourke presented Resolution 2026-15 for the Board's consideration. The meeting schedule was revised to move regular meetings to 11:15 a.m. on the second Wednesday of each month in order to better align with the schedules of District staff and counsel. All meeting dates were included in the resolution, and a motion to approve was requested.

> On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-15 Adopting the Fiscal Year 2027 Meeting Schedule, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2026-16 Designating a Date, Time and Location for a Landowner's Election**

Ms. O'Rourke presented Resolution 2026-16 for the Board's consideration. The resolution is designating November 11, 2026 at 11:15 a.m., at the current meeting location, for the District's landowners' meeting. The resolution also included election instructions, proxy forms, and a sample ballot, which will be posted on the District's website and made available upon request from the District Manager's office. Seat 3, currently held by Ms. Shockley, will be up for election. It was noted that the landowners' meeting date is being announced at least 90 days in advance as required. In the event the meeting cancels, the Board doesn't have to be present.

> On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-16 Designating a Date, Time and Location for a Landowners' Election on November 11, 2026, was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2026-17 Declaring Seat #2 Vacant**

Ms. O'Rourke presented Resolution 2026-17 declaring Seat No. 2 vacant following the general election qualifying period, during which no residents qualified for the seat. The seat, currently held by Ms. Hazelrig, will become vacant after the second Tuesday in November. If no qualified candidate seeks the position, Ms. Hazelrig may remain in the seat.

> On MOTION by Ms. Shockley, seconded by Mr. Nolen, with all in favor, Resolution 2026-17 Declaring Seat #2 Vacant, was approved.

NINTH ORDER OF BUSINESS **Consideration of Fiscal Year 2026 Audit Engagement Letter with Grau & Associates**

Ms. O'Rourke presented the Fiscal Year 2026 audit engagement letter with Grau & Associates for the Board's consideration. The Board considered the Fiscal Year 2026 audit engagement letter with Grau & Associates, which memorializes the audit agreement and fee consistent with the approved budget. A motion to approve the engagement letter was requested.

> On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Fiscal Year 2026 Audit Engagement Letter with Grau & Associates, was approved.

TENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Ms. Hancock had nothing to report but was happy to answer questions.

B. Engineer

i. Presentation of Annual Engineer's Report – 2026

Mr. Malave presented the Engineer's Report, including the annual report letter required by the bond indentures. The report identified infrastructure items requiring repair or maintenance and confirmed that the District remains in good standing. The Board was asked to accept the annual Engineer's Report.

> On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Accepting the Annual Engineer's Report – 2026, was approved.

ii. Update on Swale Conditions

Mr. Malave reported that the District will be required to complete a stormwater needs assessment next year, as the assessment is required every five years and was last completed in

2022. He noted that the assessment, due in July 2027, will be coordinated with the annual Engineer's Report to combine site visits and streamline the process. Mr. Malave also provided an update regarding the soil condition issues with SWFWMD. SWFWMD accepted the surveys completed by the District and concurred with the District's findings. Additional elevation information will be obtained for four lots previously identified as having no issues, and the District will notify the affected property owners and finalize the requested information.

The Board also discussed an above-ground swimming pool and other improvements located within a swale and drainage easement at 4305 Deleon Street. Staff and the District Engineer will coordinate with District Counsel to send a letter requiring the property owner to address the encroachments, including the pool, cinder blocks, and potentially a shed. It was also noted that the pool may not have received the required permit. Mr. Malave further discussed fences crossing swales that may impede drainage. He recommended that fences be raised sufficiently to allow water to flow beneath them. The Engineer will provide the District with a list and photographs of the affected properties so that appropriate notification letters can be prepared. Mr. Malave stated that, once the remaining survey information is completed, the District should receive confirmation that the soil condition matter has been resolved.

C. Field Manager's Report

i. Ratification of Fence Clean up Proposal

Mr. Bailey presented the Field Manager's Report, noting that vegetation along a tract behind Phase 3 had been cleared to address a code compliance issue, and the code compliance officers were notified upon completion. Storm-damaged fencing in Phase 4 was repaired, and replacement landscaping was installed at the front of the amenity center and will continue to be monitored for establishment. Overall landscaping, pool maintenance, janitorial services, and lake maintenance were reported to be satisfactory, with recent rainfall helping to replenish the ponds. The Board also discussed ratification of the previously approved work to clear the fence line and bring the property into code compliance. The work was authorized outside of a meeting due to technical issues with Docusign so that the landscaping could be completed before code enforcement returned for inspection.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Fence Clean Up Proposal, was ratified.

ii. Review of Encroachment at 3204 Weitzel Dr – Fence Height Check

Mr. Bailey discussed the encroachment at 3204 Weitzel Drive. Mr. Bailey reported that he had not yet observed whether the fence at 3204 Wetzel Drive had been raised 12 inches as previously discussed and would recheck the property during the coming week

iii. Review of Landscaping contract

The Board discussed a proposed update to the landscaping contract to consolidate existing services and add quarterly bush hogging and maintenance of the extensive area along the railroad tracks behind Phase Three and extending toward Johnson Street. The proposed annual cost was stated to be within the budgeted landscaping line item. However, questions arose regarding whether the proposed amount reflected an increase over the current amended and restated agreement and its existing addenda. Staff and counsel noted discrepancies among the contracts and current billing and recommended reviewing the existing agreement, amendments, invoices, and landscaping maps for clarification and auditing purposes. The Board agreed to table the contract update and bring the matter back for further review.

D. District Manager's Report

i. Approval of Check Register

Ms. Wells presented the check register totaling $237,909.91 and asked for any questions. There were no questions.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Check Register Totaling $237,909.91, was approved.

ii. Balance Sheet & Income Statement

Ms. Wells presented the unaudited financials through June 30 and noted that this is for informational purposes only and no action is required from this item.

iii. Goals & Objectives

a) Consideration of Fiscal Year 2027 Goals & Objectives

Ms. Wells presented the Fiscal Year 2027 goals and objectives. The Board reviewed the Fiscal Year 2027 performance goals, objectives, measures, and standards, which are required by statute and included in the agenda packet. The goals address community communication and engagement, infrastructure and facilities maintenance, and financial transparency and accountability, and may be achieved through regular Board meetings.

On MOTION by Ms. Roden, seconded by Mr. Nolen, with all in favor, the Fiscal Year 2027 Goals & Objectives, was approved.

b) Authorizing Chair to Execute Fiscal Year 2026 Goals & Objectives

Ms. Wells reviewed the Fiscal Year 2026 Performance Measures and Annual Reporting document, which confirmed that the District met all established goals and objectives. A motion was requested to authorize the Chair to approve at the end of the fiscal year and submit the annual report.

On MOTION by Ms. Roden, seconded by Mr. Nolen, with all in favor, Authorizing Chair to Execute Fiscal Year 2026 Goals & Objectives, was approved.

iv. Discussion of Security Vendor

Ms. O'Rourke discussed concerns regarding the performance and accountability of the current pool security vendor, including an unstaffed weekend in July, inadequate rule enforcement, and a lack of communication from the vendor. Staff met with the vendor's management to develop a corrective action plan and will monitor improvements through a follow-up meeting scheduled for August 28. If performance does not improve, staff will obtain proposals from alternative security vendors, including options for the current security schedule and expanded coverage. The Board agreed to further discuss security matters and vendor proposals during a confidential session at the October meeting due to the exempt nature of certain security-related information.

TWELFTH ORDER OF BUSINESS **Other Business**

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS **Supervisors Requests and Audience Comments**

Ms. O'Rourke opened the Supervisor request and audience comment period.

Mr. Nolen reported concerns raised by the HOA president regarding vegetation and weed growth around storm drains and within the verge area between the Miami curb and sidewalks. The Board discussed responsibility for maintaining these areas, noting that maintenance obligations may vary depending on the HOA declarations. It was advised that the applicable declarations for all phases should be reviewed to determine whether the HOA, homeowners, or the CDD is responsible for verge maintenance. Counsel will obtain and review the relevant declarations and report back to the Board at the next meeting.

FOURTEENTH ORDER OF BUSINESS Adjournment

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

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

Signed by:
Katie O'Rourke
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Secretary/Assistant Secretary

Signed by:
Bobbie Shockley
B4BFE8F149CE478...
Chairman/Vice Chairman