

**MINUTES OF MEETING
EAGLE HAMMOCK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Eagle Hammock Community Development District was held on Thursday, **May 11, 2023** at 10:04 a.m. at the Offices of Highland Homes, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum were:

Milton Andrade	Chairman
Brian Walsh	Vice Chairman
Jeff Shenefield	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KVV Law
Rodney Gadd	District Engineer, Gadd and Associates
Clayton Smith	Field Manager, GMS
Allen Bailey	Field Manager, GMS

The following is a summary of the discussions and actions taken at the May 11, 2023 Eagle Hammock Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order. There were four Board members present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present at this time.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 9,
2023 Audit Committee and Board of
Supervisors Meetings**

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Ms. Burns presented the minutes from the February 9, 2023 Audit Committee and Board of Supervisors meetings. Ms. Burns asked for any questions, comments, or corrections to those minutes. The Board had no changes to the minutes.

On MOTION by Mr. Shenefield, seconded by Mr. Andrade, with all in favor, the Minutes of the February 9, 2023 Board of Supervisors and Audit Committee Meetings, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-03 Approving the Proposed Fiscal Year 2023/2024 Budget (Suggested Date: July 13, 2023), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2023/2024 Budget and the Imposition of Operations and Maintenance Assessments

Ms. Burns reviewed the resolution and suggested the date for the public hearing being July 13, 2023. She noted the budget was attached as Exhibit 'A' and added this has a significant increase. She noted the District has 263 lots. The current assessment is \$600 and the proposed amount is \$1,792.80. She added the only item to cut in the proposal is security at \$34,000. Ms. Burns explained with an amenity and field costs, this is a reasonable estimate. She suggested to send notices now. She added the capital reserve transfer is low and will need to be increased going forward. Cutting security, rising costs, and other options for reduction were discussed. She noted there were only 7 residents and felt now was the time to send the notices. She discussed levying the full amount of \$1,700, the residents would have the new assessments on their lots, and the contributions would be a direct bill. She noted another option would be if the Developer funds something. Ms. Burns suggested disclosing the higher amount which is realistic for what they will pay.

The Board discussed reducing legal to \$5,000, reducing landscape replacement to \$10,000, reducing field contingency to \$5,000, reducing security services to \$5,000, reducing amenity repairs & maintenance to \$5,000, reducing contingency to \$7,500, and removing capital reserves transfer for upcoming year.

This will be an increase and a 21-day notice will be sent to residents. The specifics of the notices were discussed to include what is on the tax bill. The hearing will be July 13, 2023.

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On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2023-03 Approving the Proposed FY 2024 Budget and Setting the Public Hearing for July 13, 2023 on Budget and Imposing O&M Assessments, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04
Authorizing Bank Account Signatories**

Ms. Burns stated this will appoint the Treasurer, Assistant Treasurer, and Secretaries as signers, rather than specific people in the case they change.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2023-04 Authorizing Bank Account Signatories, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-05
Appointing a Treasurer and Assistant
Treasurers**

Ms. Burns noted Katic Costa and George Flint are already named as signers. This resolution will add Darrin Mossing as another signer.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2023-05 Appointing a Treasure and Assistant Treasure, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry noted the state legislation has closed and the proposed increase to sovereign immunity did not pass, so limitation and liabilities stay in place. They did approve a requirement for CDD Supervisors to do ethics training each year. She added videos are approved to satisfy this requirement.

B. Engineer

Mr. Gadd stated he will be completing the inspections of the site and the yearly Engineer Report towards the end of the month.

C. Field Manager’s Report *(to be provided under separate cover)*

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Mr. Smith presented the Field Manager's report to include updates on the pool, opening and security at the amenity center, doors, clean up of pond areas, sod replacement, plant recovery, entry needs enhancement, and irrigation to be added.

He presented the quotes to approve the amenity center for cleaning interior with janitorial with the recommendation to go with Clean Star. Ms. Burns added they will need a public hearing to set the rental fees. It required a notice and renting cannot occur until after the hearing. Ms. Gentry recommended the Board charge a refundable deposit and a non-refundable cleaning fee. Ms. Burns noted some possible pricing for deposit.

Mr. Smith discussed pool vendors and costs. He included E & A Services, Resort Pool Services, he noted Prince and Sons gave a quote for to maintain amenity with mowing, plants, fertilization, planting and planting for about \$30,000.

Mr. Smith discussed the security system to change over from access to the bathroom. He noted Precision Locks and Safes did the original install and was not comfortable with the work. He noted another option with Current Demands to replace hardware and storage in the cloud.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Amenity Quotes, were approved.

Ms. Burns noted the amenity could open soon. She discussed the notices and public hearing for rental rates for the July meeting. She added it would be available for rentals on July 13th. The Board discussed the rental rates and deposits. The Board agreed on a \$150 deposit to advertise and a \$100-\$300 non-refundable cleaning/reservation fee.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Setting the Public Hearing for Amenity Rates for July 13, 2023 at 10:00 a.m. at the Same Location, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns noted that the check register was included in their package for review and asked if anybody had any questions. The total is \$202,232.78 and is from January through March. She noted some are transfers to US Bank.

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On MOTION by Mr. Shenefield, seconded by Mr. Andrade, with all in favor, the Check Register totaling \$202,232.78, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns presented the financial statements for review. There is no action necessary from the Board.

iii. Presentation of Number of Registered Voters – 7

Ms. Burns presented the number of registered voters as 7 within the District as of April 15 of this year. She reviewed the process for the threshold.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.


TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman