

**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, December 11, 2025**, at 10:31 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
Kareyann Ellison	Assistant Secretary
Kyle Free	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Patrick Collins	District Counsel, KVV Law
Alan Rayl	District Engineer, Rayl Engineering
Allen Bailey	Field Manager, GMS

The following is a summary of the discussions and actions taken at the December 11, 2025, Eagle Hammock Community Development District's Regular Board of Supervisors' Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 10:31 a.m. Four Supervisors were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that no members of the public were present or on Zoom.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 9, 2025 Board of Supervisors Meeting

Ms. Burns presented the minutes from the October 9, 2025, Board of Supervisors meeting. She asked for any questions, comments, or corrections to those minutes.

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On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Minutes of the October 9, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District

Ms. Burns stated that the public hearing had been advertised and they were looking for a motion to open the public hearing.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-04 Adopting Amended and Restated Rules of Procedure for the District

Ms. Burns stated that Resolution 2026-04, adopting the amended and restated rules of procedure, was included in the agenda package for review. She reminded the Board that the hearing had been set at the prior meeting and that the revisions were limited to recent statutory changes and minor cleanup items. It was noted that the rules had not changed since the Board’s last review.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, Resolution 2026-04 Adopting Amended and Restated Rules of Procedure for the District, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Discussion Regarding Concerns with Landscaping Services (requested by Supervisor Free)

A. Review of Proposals for Landscaping Services

- i. Floralawn**
- ii. Additional Proposal to Be Provided Under Separate Cover**

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Ms. Burns discussed ongoing concerns with the current landscaping contractor. She explained that issues previously raised continued, including missed areas, uneven cutting heights, scalping, and generally sloppy work. Despite repeated discussions with the contractor, the problems had not been consistently corrected. Ms. Burns presented a comparison proposal from Floralawn, noting that another vendor declined to submit a proposal due to the community's small size. Floralawn's proposal was approximately \$400 more per month than the current contract and slightly over budget, though it included services such as palm pruning that were not included in the existing contract.

Board members expressed frustration that the current contractor was not meeting contractual obligations and questioned why deficiencies were not being promptly fixed. It was noted that waiting until the next mowing cycle, especially with reduced mowing frequency, was not acceptable. Ms. Burns said that the Board agreed that the contractor should be formally put on notice. Ms. Burns was directed to escalate the issue, clearly communicate expectations, provide a punch list of items requiring correction, and advise the contractor that continued poor performance could result in termination. Ms. Burns was asked to report back at the next meeting on whether service levels improved.

SIXTH ORDER OF BUSINESS

Review of Janitorial Maintenance Proposals Solicited for Price Comparison (*requested by Supervisor Free*)(to be provided under separate cover)

A. E & A Cleaning

B. Jayman Enterprises

Ms. Burns reviewed the janitorial maintenance proposals that were solicited solely for price comparison. She noted there were no performance issues or complaints with the current janitorial vendor and that the intent was to confirm pricing competitiveness. Jayman Enterprises submitted a proposal of approximately \$625 per month under the exact scope of services as the current vendor. E & A Cleaning submitted a proposal of approximately \$1,068 per month for the same scope. The District's current janitorial service costs roughly \$1,200 per month. Board members agreed that given the lack of complaints and the current vendor's satisfactory performance, there was no reason to change at this time. The Board concluded that obtaining comparison proposals demonstrated due diligence and directed staff to remain with the current janitorial vendor.

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SEVENTH ORDER OF BUSINESS

Ratification of License Agreement with HOA for Events at Amenity Center

A. Ratification of Event Authorization Form for November 8th Event

Ms. Burns stated that the agreement had already been approved and executed by the Chair after the HOA requested permission to hold events on CDD property and within the rental space. It was explained that the District typically enters into a general license agreement with the HOA that allows use of CDD facilities, typically at no cost, subject to specific requirements and separate approvals for individual events. Ms. Burns indicated that the agreement was already in effect and was brought to the Board for ratification.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Event Authorization Form for November 8th Event, was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of Holiday Lighting Services Agreement

Ms. Burns stated that the agreement had already been approved and that the holiday lights were already installed and turned on. No questions were raised, and the Board proceeded with ratification.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Holiday Lighting Services Agreement, was ratified.

NINTH ORDER OF BUSINESS

Ratification of Audit Services Engagement Letter for Fiscal Year 2025 Audit

Ms. Burns reviewed the ratification of the audit services engagement letter for Fiscal Year 2025. She added that this was a renewal under the previously awarded audit contract. The total amount for the agreement was not to exceed \$3,750.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2025 Audit, was ratified.

TENTH ORDER OF BUSINESS

Ratification of Agreement for Professional Engineering Services

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Ms. Burns stated this was a ratification of the agreement for professional engineering services. The Board approved the contract with Rayl Engineering at the prior meeting; since it was executed after that meeting, this item was presented for ratification.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Ratification of Agreement for Professional Engineering Services, was ratified.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Collins had nothing to report but was happy to answer any questions.

B. Engineer

Mr. Rayl stated that they had begun reviewing plats to familiarize themselves with the area and had spoken with Mr. Free about drainage impressions along Eagle Boulevard, particularly where stormwater discharges into the drainage system. He added that they understood the CDD's maintenance responsibilities to include the streets, stormwater ponds, and local amenities (pool, clubhouse, and playground), and that wetlands are not part of the CDD's maintenance scope. He noted a discussion of nearby wetlands and several lots that back up to them. Mr. Rayl said that in other communities, backyard encroachments into wetlands have occurred, but clear boundaries should help prevent issues. It was also mentioned that the City of Eagle Lake had approved a new community that would back up to that area.

C. Field Manager's Report

Mr. Bailey reviewed the Field Manager's report. There was a brief discussion about District signs or shirts. Mr. Bailey reported that trash buildup around the ponds had been cleared, with crews dispatched to remove debris from the ponds and their banks. Holiday lights had already been installed, including at the monument, and were reported to be functioning well. Pond conditions were stable, with cooler weather limiting vegetation growth, and no major aquatic issues were observed. Mr. Bailey noted that a missing light fixture was discussed. He said they had attempted to locate the fixture by digging in the area but could not determine its location. It was confirmed that the light had been present before new work was installed, and an electrician was planned to investigate further. That issue remained ongoing.

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- i. Consideration of Proposals for Rubber Mulch *(to be provided under separate cover)***
 - a) Playmore**
 - b) Prince & Sons**
 - c) ProPlaygrounds**

The Board discussed a request regarding playground mulch. Two options were reviewed: delivery of rubber mulch only at approximately \$6,147, or complete removal of the existing wood mulch with installation of rubber mulch for approximately \$7,210. The discussion referenced prior issues with mushroom and fungus growth in the playground area, which had occurred even after the mulch had previously been replaced. It was noted that the growth appeared to be related to excess moisture rather than to the mulch material itself, as the surrounding area remained damp. Board members discussed whether periodically turning or raking the existing mulch would be more cost effective than replacing it. Mr. Bailey proposed asking the landscaping vendor to rake and turn the mulch as a goodwill item, or to provide pricing if it was not included in their scope. The goal was to avoid spending additional funds at this time, to proceed with turning the mulch, to monitor conditions particularly during the rainy season, and to continue providing updates in future field manager reports.

D. District Manager's Report

Ms. Burns noted that the District had received the annual Data Sharing and Usage Agreement from the Polk County Property Appraiser earlier that week. The agreement was described as the same standard agreement approved each year, and the Board was asked to approve it.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Data Sharing & Usage Agreement, was approved.

i. Approval of Check Register

Ms. Burns stated the check register is in the agenda package for review. She offered to take any questions or comments regarding the invoices and then asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Check Register, was approved.

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ii. Balance Sheet & Income Statement

Ms. Burns presented the financial statement. She stated that no action is required.

TWELFTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Milton Andrade

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Chairman/Vice Chairman