

**THE HAMMOCKS
COMMUNITY DEVELOPMENT
DISTRICT**

JANUARY 13, 2021

AGENDA PACKAGE

**THE HAMMOCKS
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors:

Frances Plantikow, Chairperson
Mike Henke, Vice Chairperson
George Kuehn, Assistant Secretary
Michelle Rodriguez, Assistant Secretary
Alex Manero, Assistant Secretary

Bob Nanni, District Manager
Tracy Robin, District Counsel
Tonja Stewart, District Engineer

Meeting Agenda

January 13, 2021 - 8:00 a.m.

1. Call to Order and Roll Call
2. Public Comments on Agenda Items
3. Consent Agenda
 - A. Approval of the Minutes of the November 18, 2020 Meeting
 - B. Approval of the Financial Statements
4. Staff Reports
 - A. District Manager
5. Supervisors' Requests
6. Audience Comments
7. Adjournment

NOTE: Next Meeting Scheduled for March 10, 2021

District Office:
210 N. University Drive, Suite 702
Coral Springs, Florida

Meeting Location:
Brentwood Clubhouse
8504 Sandpiper Ridge Avenue
Tampa, Florida

Third Order of Business

3A.

**MINUTES OF MEETING
THE HAMMOCKS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hammocks Community Development District held a Regular Meeting on Wednesday, November 18, 2020 at 8:00 a.m. at the Brentwood Clubhouse, 8504 Sandpiper Ridge Avenue, Tampa, Florida.

Present and constituting a quorum were:

Frances Plantikow	Chairperson
Mike Henke	Vice Chairman
George Kuehn	Assistant Secretary
Michelle Rodriguez	Assistant Secretary
Alex Manero	Assistant Secretary

Also present were:

Bob Nanni	District Manager
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The following is a summary of the minutes and actions taken.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Nanni called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Organizational Matters

- Mr. Nanni confirmed Mr. Henke and Ms. Rodriguez's intention to appoint Ms. Plantikow and Mr. Kuehn to the Board of Supervisors. Mr. Henke and Ms. Rodriguez replied in the affirmative.
- Mr. Nanni confirmed Ms. Plantikow and Mr. Kuehn acceptance of the appointment. Ms. Plantikow and Mr. Kuehn replied in the affirmative.

C. Oath of Office

The Oath of Office was administered to Ms. Frances Plantikow and Mr. Kuehn by Mr. Nanni.

B. Appointment of Supervisor to Fill Vacancies

On MOTION by Ms. Planitkow seconded by Mr. Henke, with all in favor, to appoint Alex Manero to Seat 1 (11/2024) was approved.

Unapproved Minutes

The Oath of Office was administered to Mr. Alex Manero by Mr. Nanni.

A. Resolution 2021-01, Declaring Vacancies (Seat 2 and Seat 5)

On MOTION by Mr. Henke seconded by Ms. Rodriguez, with all in favor, Resolution 2021-1 a resolution of the Board of Supervisors of the Hammocks Community Development District declaring vacancies in certain seats on the Board of Supervisors pursuant to Section 190.006(3)(b), Florida Statutes; and providing an effective date was adopted.

D. Resolution 2021-02, Designation of Officers

- The consensus is for the Officer structure to remain the same. It was noted Ms. Lynch-Harris served as Vice Chair.

Ms. Plantikow nominated Mr. Henke as Vice Chair and Mr. Manero seconded the nomination. Hearing no further nominations Mr. Henke was elected Vice Chair.

On MOTION by Mr. Henke seconded by Mr. Manero, with all in favor, Resolution 2021-2 designating Officers of the Hammock’s Community as Frances Plantikow - Chair, Mike Henke – Vice Chair, Bob Nanni – Secretary, Alan Baldwin – Treasurer, Stephen Bloom – Assistant Treasurer, and George Kuehn, Michelle Rodriguez and Alex Manero – Assistant Secretaries was adopted.

THIRD ORDER OF BUSINESS **Public Comments on Agenda Items**

Mr. Nanni outlined the agenda for audience members.

FOURTH ORDER OF BUSINESS **Consent Agenda**

- A. Approval of the Minutes of the July 15, 2020 Meeting**
- B. Approval of Financial Statements**

On MOTION by Mr. Henke seconded by Ms. Plantikow, with all in favor, the Consent Agenda was approved.

FIFTH ORDER OF BUSINESS **Staff Reports**

- A. Manager**
 - i. Audit Engagement for FY 2020**

On MOTION by Mr. Henke seconded by Ms. Plantikow, with all in favor, the audit engagement with Grau & Associates for FY 2020 was approved.

ii. Motion Assigning Fund Balance

- Mr. Nanni outlined the motion assigning Fund Balance as of September 30, 2020.
 - Operating Reserve \$53,235
 - Reserves - Ponds \$114,978

On MOTION by Mr. Manero seconded by Mr. Henke, with all in favor, the motion assigning Fund Balance as of September 30, 2020 as outlined was approved.

B. Attorney

There being none, the next item followed.

C. Engineer

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Audience Comments

- Ms. Kathy Perry, HOA Representative, inquired if it is possible to do Zoom meetings going forward.
 - Mr. Nanni noted he will investigate it for the Board to see if they are interested.
- Ms. Perry addressed the trails and ponds and inquired what the reserves are, the status of the trail repairs and the overgrowth in the ponds.
 - Mr. Nanni noted for the status of the trails he was advised yesterday Steadfast Environmental has trimmed back all the edges on the Oakwood path. He will be sending someone to inspect the work.
- Discussion followed on the conservation / wetland areas and limitations.
- Discussion followed on lake vegetation and erosion concerns.

The record will reflect Ms. Plantikow left the meeting at 8:45 a.m.

- Ms. Perry requested that the line of communication be kept open and the HOA be kept up to date as to what the CDD is going to do on the ponds. She would like to be a part of the conversations with regard to how much is being budgeted.

- Mr. Nanni noted the budget is discussed at the meetings and the public hearing is open to all.

The record will reflect Ms. Rodriguez has left the meeting.

SIXTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Henke seconded by Mr. Kuehn, with all in favor, the meeting was adjourned.

Frances Plantikow
Chairperson

3B.

**The Hammocks
Community Development District**

Financial Report

November 30, 2020

Table of Contents

<u>FINANCIAL STATEMENTS</u>	Page #
Balance Sheet - All Funds	1
Statement of Revenues, Expenditures and Changes in Fund Balances	
General Fund	2-3
Debt Service Funds	4
 <u>SUPPORTING SCHEDULES</u>	
Cash & Investment Report	5
Bank Reconciliation	6-7
Check Register	8

**The Hammocks
Community Development District**

Financial Statements

(Unaudited)

November 30, 2020

Balance Sheet
November 30, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 124,091	\$ -	\$ 124,091
Accounts Receivable	20,111	-	20,111
Due From Other Funds	-	60,787	60,787
Investments:			
Money Market Account	307,917	-	307,917
Reserve Fund	-	128,544	128,544
Revenue Fund	-	38,558	38,558
TOTAL ASSETS	\$ 452,119	\$ 227,889	\$ 680,008
<u>LIABILITIES</u>			
Accounts Payable	\$ 10,126	\$ -	\$ 10,126
Accrued Expenses	79	-	79
Due To Other Funds	60,787	-	60,787
TOTAL LIABILITIES	70,992	-	70,992
<u>FUND BALANCES</u>			
Restricted for:			
Debt Service	-	227,889	227,889
Assigned to:			
Operating Reserves	53,235	-	53,235
Reserves - Ponds	114,978	-	114,978
Unassigned:	212,914	-	212,914
TOTAL FUND BALANCES	\$ 381,127	\$ 227,889	\$ 609,016
TOTAL LIABILITIES & FUND BALANCES	\$ 452,119	\$ 227,889	\$ 680,008

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 2,201	\$ 366	\$ 182	\$ (184)
Special Assmnts- Tax Collector	219,731	60,000	38,714	(21,286)
Special Assmnts- Discounts	(8,789)	(2,400)	(1,569)	831
TOTAL REVENUES	213,143	57,966	37,327	(20,639)
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	1,000	800	200
FICA Taxes	459	77	61	16
ProfServ-Engineering	1,000	166	-	166
ProfServ-Legal Services	2,000	334	-	334
ProfServ-Mgmt Consulting Serv	48,088	8,014	8,014	-
ProfServ-Special Assessment	12,500	-	-	-
ProfServ-Trustee Fees	3,717	3,717	3,717	-
Auditing Services	5,000	-	-	-
Postage and Freight	200	34	5	29
Insurance - General Liability	10,731	10,731	9,756	975
Printing and Binding	100	20	-	20
Legal Advertising	3,000	500	-	500
Misc-Bank Charges	100	16	135	(119)
Misc-Assessmnt Collection Cost	4,395	1,200	743	457
Misc-Web Hosting	2,700	450	2,765	(2,315)
Office Supplies	25	4	-	4
Annual District Filing Fee	175	175	175	-
Total Administration	100,190	26,438	26,171	267
Field				
Contracts-Landscape	56,599	9,434	9,433	1
Contracts-Lakes	5,064	844	844	-
R&M-Fence	5,000	834	-	834
R&M-Irrigation	5,300	884	-	884
R&M-Mulch	10,300	-	-	-
Misc-Contingency	10,690	1,782	5,109	(3,327)
Reserve - Ponds	20,000	-	-	-
Total Field	112,953	13,778	15,386	(1,608)
TOTAL EXPENDITURES	213,143	40,216	41,557	(1,341)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
Excess (deficiency) of revenues				
Over (under) expenditures	-	17,750	(4,230)	(21,980)
Net change in fund balance	\$ -	\$ 17,750	\$ (4,230)	\$ (21,980)
FUND BALANCE, BEGINNING (OCT 1, 2020)	385,357	385,357	385,357	
FUND BALANCE, ENDING	\$ 385,357	\$ 403,107	\$ 381,127	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 526	\$ 88	\$ 2	\$ (86)
Special Assmnts- Tax Collector	350,774	95,783	61,802	(33,981)
Special Assmnts- Discounts	(14,031)	(3,831)	(2,505)	1,326
TOTAL REVENUES	337,269	92,040	59,299	(32,741)
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,015	1,916	1,186	730
Total Administration	7,015	1,916	1,186	730
Debt Service				
Principal Debt Retirement	190,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	133,920	66,960	66,960	-
Total Debt Service	323,920	66,960	71,960	(5,000)
TOTAL EXPENDITURES	330,935	68,876	73,146	(4,270)
Excess (deficiency) of revenues				
Over (under) expenditures	6,334	23,164	(13,847)	(37,011)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	6,334	-	-	-
TOTAL FINANCING SOURCES (USES)	6,334	-	-	-
Net change in fund balance	\$ 6,334	\$ 23,164	\$ (13,847)	\$ (37,011)
FUND BALANCE, BEGINNING (OCT 1, 2020)	241,736	241,736	241,736	
FUND BALANCE, ENDING	\$ 248,070	\$ 264,900	\$ 227,889	

**The Hammocks
Community Development District**

Supporting Schedules

November 30, 2020

Cash and Investment Report
November 30, 2020

General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Hancock	n/a	0.00%	\$387
Checking Account - Operating	Valley	n/a	0.25%	\$123,704
MMA	Bank United	Money Market Account	0.30%	\$307,917
			Subtotal	<u>\$432,008</u>

Debt Service Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Series 2016 Reserve	US Bank	US Bank Open Ended CP	0.005%	\$128,544
Series 2016 Revenue Fund	US Bank	US Bank Open Ended CP	0.005%	\$38,558
			Subtotal	<u>\$167,102</u>
			Total	<u><u>\$599,110</u></u>

The Hammocks CDD

Bank Reconciliation

Bank Account No. 7492 VALLEY BANK GF CHECKING
 Statement No. 11-20
 Statement Date 11/30/2020

G/L Balance (LCY)	123,703.82	Statement Balance	124,073.92
G/L Balance	123,703.82	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	124,073.92
Subtotal	123,703.82	Outstanding Checks	370.10
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	123,703.82	Ending Balance	123,703.82
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
11/19/2020	Payment	4042	FRANCES K. PLANTIKOW	184.70	0.00	184.70
11/19/2020	Payment	4044	GEORGE A. KUEHN	184.70	0.00	184.70
11/19/2020		JE001585	Adj ACH DD101 Michelle Rodriguez	0.70	0.00	0.70
Total Outstanding Checks.....				370.10		370.10

The Hammocks CDD

Bank Reconciliation

Bank Account No. 2057 Hancock Bank GF do not use
Statement No. 11-20
Statement Date 11/30/2020

G/L Balance (LCY)	387.38	Statement Balance	387.38
G/L Balance	387.38	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>		
Subtotal	387.38	Subtotal	387.38
Negative Adjustments	0.00	Outstanding Checks	0.00
	<hr/>	Differences	0.00
Ending G/L Balance	387.38	Ending Balance	387.38
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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THE HAMMOCKS**Community Development District****Payment Register by Bank Account**

For the Period from 11/01/20 to 11/30/20

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
VALLEY BANK GF CHECKING - (ACCT# XXXXX7492)									
Check	4039	11/11/20	Vendor	DEPT. OF ECONOMIC OPPORTUNITY	83200	2020/2021 DISTRICT FILING FEE	Annual District Filing Fee	001-554007-51301	\$175.00
Check	4040	11/19/20	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	60633	Nov Landscape - Base Pay	Contracts-Landscape	001-534050-53901	\$8,565.24
Check	4040	11/19/20	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	60634	Nov Landscape Maint - Performance	Contracts-Landscape	001-534050-53901	\$2,855.08
Check	4041	11/19/20	Vendor	SOLITUDE LAKE MANAGEMENT	PI-A00504821	NOV LAKE/POND MGMT	Contracts-Lakes	001-534084-53901	\$422.00
Check	4042	11/19/20	Employee	FRANCES K. PLANTIKOW	PAYROLL	November 19, 2020 Payroll Posting			\$184.70
Check	4043	11/19/20	Employee	MICHAEL J. HENKE	PAYROLL	November 19, 2020 Payroll Posting			\$184.70
Check	4044	11/19/20	Employee	GEORGE A. KUEHN	PAYROLL	November 19, 2020 Payroll Posting			\$184.70
ACH	DD101	11/19/20	Employee	MICHELLE RODRIGUEZ	PAYROLL	November 19, 2020 Payroll Posting			\$184.70

Account Total	\$12,756.12
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Total Amount Paid	\$12,756.12
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