

**CEDAR HAMMOCK**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**MAY 12, 2020**

**AGENDA PACKAGE**

**VIA TELECONFERENCE**  
**(800) 747-5150**  
**Access Code: 7850675**



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**Cedar Hammock Community Development District**  
**Inframark, Infrastructure Management Services**  
210 N. University Drive • Suite 702 • Coral Springs, Florida 33071  
Telephone: (954) 603-0033 • Fax: (954) 345-1292

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May 5, 2020

Board of Supervisors  
Cedar Hammock Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Cedar Hammock Community Development District will be held **Tuesday, May 12, 2020 at 2:00 p.m.** via teleconference. Following is the advance agenda for this meeting.

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Public Comments on Agenda Items**
- 4. Old Business**
  - A. Bulkhead & Bridge Repair/Replacement Project Update
  - B. South Florida Water Management District Water Use Permit Renewal Update
  - C. Cedar Hammock Golf and Country Club Reimbursement Request
- 5. New Business**
  - A. Consideration of Resolution 2020-03, Confirming the District's Use of the Collier County Supervisor of Elections to Continue Conducting the District's Election of Supervisors in Conjunction with the General Election
  - B. Qualifying to Run Information
- 6. Public Hearing to Consider Adoption of the Fiscal Year 2021 Budget**
  - A. Open Public Hearing for Public Comment
  - B. Close Public Hearing for Public Comment
  - C. Consideration of Resolution 2020-04, Adoption of the Fiscal Year 2021 Budget
  - D. Consideration of Resolution 2020-05, Levying of Assessments
- 7. Attorney's Report**
- 8. Engineer's Report**
  - A. Cardno Report
  - B. Discussion of Construction Diary for Bridges and Walls
- 9. Manager's Report**
  - A. Approval of the Minutes of March 9, 2020 Meeting



Cedar Hammock CDD  
May 5, 2020  
Page 2

- B. Approval of the Minutes of March 23, 2020 Continued Meeting
- C. Acceptance of the Financial Report, March 2020
  - i. Project Tracking Forms
- D. Additional Fiscal Year 2020 Meetings, Discussion and Approval of the Fiscal Year 2021 Meeting Schedule
- E. Report on Number of Registered Voters (514)
- F. Field Management Report
- G. Follow Up Items
- 10. Supervisors Requests**
- 11. Audience Comments**
- 12. Adjournment**

The balance of the agenda is routine in nature and staff will give their reports at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

*Justin Faircloth*  
Justin Faircloth  
District Manager



## **Second Order of Business**



## Cedar Hammock Community Development District

### Board of Supervisors

Norman Day, Chairman  
 Quentin Greeley, Vice Chairman  
 Fred Bally, Assistant Secretary  
 John Martino, Assistant Secretary  
 Gene T. Bolton, Assistant Secretary

Justin Faircloth, District Manager  
 Sam Marshall, District Engineer  
 Dan Cox, District Counsel

### Meeting Agenda

**Tuesday, May 12, 2020 – 2:00 p.m.**

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Public Comments on Agenda Items**
- 4. Old Business**
  - A. Bulkhead & Bridge Repair/Replacement Project Update
  - B. South Florida Water Management District Water Use Permit Renewal Update
  - C. Cedar Hammock Golf and Country Club Reimbursement Request
- 5. New Business**
  - A. Consideration of Resolution 2020-03, Confirming the District's Use of the Collier County Supervisor of Elections to Continue Conducting the District's Election of Supervisors in Conjunction with the General Election
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- 7. Attorney's Report**
- 8. Engineer's Report**
  - A. Cardno Report
  - B. Discussion of Construction Diary for Bridges and Walls
- 9. Manager's Report**
  - A. Approval of the Minutes of March 9, 2020 Meeting
  - B. Approval of the Minutes of March 23, 2020 Continued Meeting
  - C. Acceptance of the Financial Report, March 2020
    - i. Project Tracking Forms
  - D. Additional Fiscal Year 2020 Meetings, Discussion and Approval of the Fiscal Year 2021 Meeting Schedule
  - E. Report on Number of Registered Voters (514)
  - F. May 21, 2020 Field Management Report
  - G. Follow Up Items
- 10. Supervisors Requests**
- 11. Audience Comments**
- 12. Adjournment**



## **Fourth Order of Business**



**4A.**





## **CHECK REQUEST FORM**

<b>Date:</b>	<b>4/20/2020</b>
<b>From:</b>	<b>Justin Faircloth</b>
<b>District Name:</b>	<b>Cedar Hammock CDD</b>
<b>Please cut check from Acct. #:</b>	
<b>Invoice #:</b>	<b>2076-A (Deposit)</b>
<b>Please issue a check to:</b>	<b>A Quality Plant, Inc.</b>
<b>Vendor Name:</b>	<b>A Quality Plant, Inc.</b>
<b>Vendor No.:</b>	
<b>Check amount:</b>	<b>\$2,666.67</b>
<b>Please code to:</b>	<b>002-564044-53901-5000</b> <b>GF-Bulkhead and Bridge Restoration Fund -</b> <b>Field - Capital Outlay - Bulkheads</b>
<b>Check Description/Reason:</b>	<b>Deposit for Bismark Palms/Installation for</b> <b>Bulkhead/Bridge Repair/Replacement Project</b>
<b>Mailing instructions:</b>	<b>A Quality Plant, Inc.</b> <b>1998 19th Ave Ne</b> <b>Ruskin, FL 33570-7932 US</b>
<b>Manager's Approval:</b>	 _____



✓

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**A Quality Plant, Inc.**  
 1998 19th Ave Ne  
 Ruskin, FL 33570-7932 US  
 (813)625-3438  
 robpittman1963@gmail.com  
 www.aqualityplant.com

## INVOICE

### BILL TO

Cedar Hammock CDD  
 210 N. University Dr. Suite 702  
 Coral Springs, FL 33071  
 239.245.7118 ext. 306

### SHIP TO

Cedar Hammock CDD  
 210 N. University Dr. Suite  
 702  
 Coral Springs, FL 33071  
 239.245.7118 ext. 306

**INVOICE #** 2076 A

**DATE** 04/11/2020

**DUE DATE** 04/11/2020

**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Field Grown Palms:Bismarck Palm 16-18 FT OA	7	850.00	5,950.00
	Other:Installation of Palms Installation of palms	1	1,500.00	1,500.00

One year warranty excludes acts of God and neglect

SUBTOTAL	7,450.00
SHIPPING	550.00
TOTAL	8,000.00
BALANCE DUE	<del>\$8,000.00</del>

Deposit	*\$2,666.67
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\*Final balance of \$5,333.33 will be paid upon  
 satisfactory installation by Supervisor Norm Day



## **ADDENDUM TO AGREEMENT**

This ADDENDUM TO AGREEMENT (“Addendum”) dated as of the 13<sup>th</sup> day of April 2020, by and between the Cedar Hammock Community Development District (“DISTRICT”) and A Quality Plant, Inc. (“CONTRACTOR”). (DISTRICT and CONTRACTOR being collectively referred to herein as the “Parties”).

WHEREAS, the Parties entered into an agreement (“Agreement”) to provide and install palms on April 13, 2020; and

WHEREAS, the DISTRICT is a “public agency” pursuant to Section 119.0701(1)(b), Florida Statutes, and Chapter 119, Florida Statutes, provides for certain contract requirements related to public records in each public agency contract for services.

WHEREAS, the parties desire to incorporate certain provisions relating to public records together with other supplemental contract provisions.

NOW THEREFORE, the Parties hereby agree as follows:

1. CONTRACTOR agrees to comply with Florida’s public records law by keeping and maintaining public records that ordinarily and necessarily would be required by the DISTRICT in order to perform the services under the Agreement by doing the following: upon the request of the DISTRICT’s Custodian of Public Records, providing the DISTRICT with copies of or access to public records on the same terms and conditions that the DISTRICT would provide the records and at a cost that does not exceed the cost provided by Florida law; by ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the Agreement if the CONTRACTOR does not transfer the records to the DISTRICT; and upon completion of the Agreement by transferring, at no cost, to the DISTRICT all public records in possession of the CONTRACTOR or by keeping and maintaining all public records required by the DISTRICT to perform the services. If the CONTRACTOR transfers all public records to the DISTRICT upon completion of the Agreement, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the Agreement, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the DISTRICT, upon request from the DISTRICT’s Custodian of Public Records, in a format that is compatible with the information technology systems of the DISTRICT.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE**



**CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS WORK ASSIGNMENT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS SANDRA DEMARCO, AT INFRAMARK INFRASTRUCTURE MANAGEMENT SERVICES 210 N. UNIVERSITY DRIVE SUITE 702 CORAL SPRINGS, FL 33071, 954-753-5841 EXT. 40532, OR SANDRA.DEMARCO@INFRAMARK.COM.**

2. Contractor or any subcontractor performing the work described in this Contract shall maintain throughout the term of this Contract the following insurance:

(a) Workers' Compensation coverage, in full compliance with Florida statutory requirements, for all employees of Contractor who are to provide a service under this Contract, as required under applicable Florida Statutes AND Employer's Liability with limits of not less than \$1,000,000.00 per employee per accident, \$500,000.00 disease aggregate, and \$100,000.00 per employee per disease.

(b) Commercial General Liability "occurrence" coverage in the minimum amount of \$1,000,000 combined single limit bodily injury and property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/completed operations, broad form blanket contractual and \$100,000 fire legal liability.

(c) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed. Said insurance shall also include insured/underinsured motorists coverage in the minimum amount of \$100,000 when there are owned vehicles.

Cedar Hammock Golf & Country Club, Inc. and the District, its staff, consultants, agents and supervisors shall be named as an additional insured on all policies required (excluding worker's compensation). Contractor shall furnish District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to District. Insurance coverage shall be from a reputable insurance carrier acceptable to District, who licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

If Contractor fails to have secured and maintained the required insurance, District has the right (without any obligation to do so, however), to secure such required insurance in which event, Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with District's obtaining the required insurance.



3. This Contract shall be construed, governed and interpreted in accordance with the laws of the State of Florida.

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4. In the event of litigation arising out of either party's obligations under this Contract, sole and exclusive venue shall lie in Collier County, Florida.

5. Invoices shall be paid within 30 days from receipt of valid invoices.

6. All other provisions to the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Addendum to be executed by their respective duly authorized officers as of the date first above written.

**District:**

CEDAR HAMMOCK  
COMMUNITY DEVELOPMENT DISTRICT

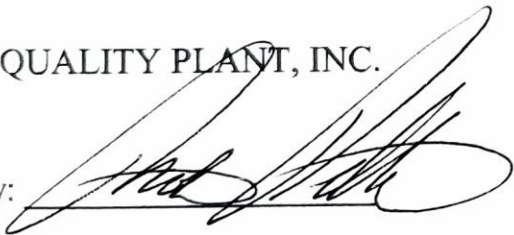
By: \_\_\_\_\_



**Contractor:**

A QUALITY PLANT, INC.

By: \_\_\_\_\_





# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**A QUALITY PLANT**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) **P**

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) **P**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from FATCA reporting code (if any)

*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.

**1998 19TH AVENUE N.E.**

6 City, state, and ZIP code

**RUSKIN, FL 33570**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

**20-3561707**

or

Employer identification number

**20-3561707**

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person **P. H. H.**

Date **4-14-20**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.





# CERTIFICATE OF LIABILITY INSURANCE

Agenda Page #15  
DATE (MM/DD/YYYY)  
4/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>BUHL INSURANCE</b> <b>PO Box 152698</b> <b>Tampa, FL 33684</b>	<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext): (813)876-0057</b>		<b>FAX (A/C, No.): (813)877-8540</b>
	<b>E-MAIL ADDRESS: info@buhlinsure.com</b>		
<b>INSURED</b> <b>A QUALITY PLANT, INC.</b> <b>901 4TH AV SW</b> <b>RUSKIN, FL 33570</b> <b>813-645-8655</b>	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A: West American Insurance Company</b>		<b>44393</b>
	<b>INSURER B: Ohio Security Insurance Company</b>		<b>24082</b>
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

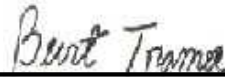
INS LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y	Y	BLW58361290	02/28/20	02/28/21	<b>EACH OCCURRENCE</b> \$ <b>1,000,000</b>
	<input type="checkbox"/> <b>CLAIMS-MADE</b> <input checked="" type="checkbox"/> <b>OCCUR</b>						<b>DAMAGE TO RENTED PREMISES (Ea occurrence)</b> \$ <b>200,000</b>
							<b>MED EXP (Anyone person)</b> \$ <b>15,000</b>
							<b>PERSONAL &amp; ADV INJURY</b> \$ <b>1,000,000</b>
							<b>GENERAL AGGREGATE</b> \$ <b>2,000,000</b>
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						<b>PRODUCTS - COMP/OP AGG</b> \$ <b>2,000,000</b>
	OTHER:						\$
A	<b>AUTOMOBILE LIABILITY</b>	Y		BAW58361290	02/28/20	02/28/21	<b>COMBINED SINGLE LIMIT (Ea accident)</b> \$ <b>300,000</b>
	<input type="checkbox"/> ANY AUTO						<b>BODILY INJURY (Per person)</b> \$
	<input type="checkbox"/> OWNED AUTOS ONLY						<b>BODILY INJURY (Per accident)</b> \$
	<input checked="" type="checkbox"/> <b>SCHEDULED AUTOS</b>						<b>PROPERTY DAMAGE (Per accident)</b> \$
	<input type="checkbox"/> HIRED AUTOS ONLY						<b>Personal Injury Protec</b> \$ <b>10,000</b>
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						
	<b>UMBRELLA LIAB</b>						<b>EACH OCCURRENCE</b> \$
	<b>EXCESS LIAB</b>						<b>AGGREGATE</b> \$
	<input type="checkbox"/> <b>OCCUR</b> <input type="checkbox"/> <b>CLAIMS-MADE</b>						\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	N/A		XWS58361290	02/28/20	02/28/21	<input checked="" type="checkbox"/> <b>PER STATUTE</b> <input type="checkbox"/> <b>OTH-ER</b>
	<b>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)</b>						<b>E.L. EACH ACCIDENT</b> \$ <b>1,000,000</b>
	<input checked="" type="checkbox"/> <b>Y</b>						<b>E.L. DISEASE - EA EMPLOYEE</b> \$ <b>1,000,000</b>
	<b>DESCRIPTION OF OPERATIONS below</b>						<b>E.L. DISEASE - POLICY LIMIT</b> \$ <b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Reference general liability policy, subject to policy form CG8810; certificate holder is included as an additional insured when required by written contract or agreement.

## CERTIFICATE HOLDER

## CANCELLATION


<b>Cedar Hammock CDD</b> <b>C/O Inframark</b> <b>210 N. University Dr. Suite 702</b> <b>Coral Springs, FL 33071</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--

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## **CHECK REQUEST FORM**

<b>Date:</b>	<u>4/20/2020</u>
<b>From:</b>	<u>Justin Faircloth</u>
<b>District Name:</b>	<u>Cedar Hammock CDD</u>
<b>Please cut check from Acct. #:</b>	
<b>Invoice #:</b>	<u>2076-B (Final Payment)</u>
<b>Please issue a check to:</b>	<u>A Quality Plant, Inc.</u>
<b>Vendor Name:</b>	<u>A Quality Plant, Inc.</u>
<b>Vendor No.:</b>	<u></u>
<b>Check amount:</b>	<u>\$5,333.33</u>
<b>Please code to:</b>	<u>002-564044-53901-5000</u> <u>GF-Bulkhead and Bridge Restoration Fund -</u> <u>Field - Capital Outlay - Bulkheads</u>
<b>Check Description/Reason:</b>	<u>Deposit for Bismark Palms/Installation for</u> <u>Bulkhead/Bridge Repair/Replacement Project</u>
<b>Mailing instructions:</b>	<u>Supervisor Norm Day</u> <u>3829 Wax Myrtle Run</u> <u>Naples, FL 34112</u>
<b>Manager's Approval:</b>	 <u></u> <u></u>
<b>Date:</b>	<u>4/20/2020</u>





**A Quality Plant, Inc.**  
 1998 19th Ave Ne  
 Ruskin, FL 33570-7932 US  
 (813)625-3438  
 robpittman1963@gmail.com  
 www.aqualityplant.com

## INVOICE

### BILL TO

Cedar Hammock CDD  
 210 N. University Dr. Suite 702  
 Coral Springs, FL 33071  
 239.245.7118 ext. 306

### SHIP TO

Cedar Hammock CDD  
 210 N. University Dr. Suite  
 702  
 Coral Springs, FL 33071  
 239.245.7118 ext. 306

**INVOICE #** 2076B

**DATE** 04/11/2020

**DUE DATE** 04/11/2020

**TERMS** Due on receipt

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One year warranty excludes acts of God and neglect

SUBTOTAL	7,450.00
SHIPPING	550.00
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BALANCE DUE	<del>\$8,000.00</del>

Final Payment	\$5,333.33
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WHEREAS, the DISTRICT is a “public agency” pursuant to Section 119.0701(1)(b), Florida Statutes, and Chapter 119, Florida Statutes, provides for certain contract requirements related to public records in each public agency contract for services.

WHEREAS, the parties desire to incorporate certain provisions relating to public records together with other supplemental contract provisions.

NOW THEREFORE, the Parties hereby agree as follows:

1. CONTRACTOR agrees to comply with Florida’s public records law by keeping and maintaining public records that ordinarily and necessarily would be required by the DISTRICT in order to perform the services under the Agreement by doing the following: upon the request of the DISTRICT’s Custodian of Public Records, providing the DISTRICT with copies of or access to public records on the same terms and conditions that the DISTRICT would provide the records and at a cost that does not exceed the cost provided by Florida law; by ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the Agreement if the CONTRACTOR does not transfer the records to the DISTRICT; and upon completion of the Agreement by transferring, at no cost, to the DISTRICT all public records in possession of the CONTRACTOR or by keeping and maintaining all public records required by the DISTRICT to perform the services. If the CONTRACTOR transfers all public records to the DISTRICT upon completion of the Agreement, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the Agreement, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the DISTRICT, upon request from the DISTRICT’s Custodian of Public Records, in a format that is compatible with the information technology systems of the DISTRICT.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE**



**CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS WORK ASSIGNMENT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS SANDRA DEMARCO, AT INFRAMARK INFRASTRUCTURE MANAGEMENT SERVICES 210 N. UNIVERSITY DRIVE SUITE 702 CORAL SPRINGS, FL 33071, 954-753-5841 EXT. 40532, OR SANDRA.DEMARCO@INFRAMARK.COM.**

2. Contractor or any subcontractor performing the work described in this Contract shall maintain throughout the term of this Contract the following insurance:

(a) Workers' Compensation coverage, in full compliance with Florida statutory requirements, for all employees of Contractor who are to provide a service under this Contract, as required under applicable Florida Statutes AND Employer's Liability with limits of not less than \$1,000,000.00 per employee per accident, \$500,000.00 disease aggregate, and \$100,000.00 per employee per disease.

(b) Commercial General Liability "occurrence" coverage in the minimum amount of \$1,000,000 combined single limit bodily injury and property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/completed operations, broad form blanket contractual and \$100,000 fire legal liability.

(c) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed. Said insurance shall also to include insured/underinsured motorists coverage in the minimum amount of \$100,000 when there are owned vehicles.

Cedar Hammock Golf & Country Club, Inc. and the District, its staff, consultants, agents and supervisors shall be named as an additional insured on all policies required (excluding worker's compensation). Contractor shall furnish District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to District. Insurance coverage shall be from a reputable insurance carrier acceptable to District, who licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

If Contractor fails to have secured and maintained the required insurance, District has the right (without any obligation to do so, however), to secure such required insurance in which event, Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with District's obtaining the required insurance.



3. This Contract shall be construed, governed and interpreted in accordance with the laws of the State of Florida.

Agenda Page #20

4. In the event of litigation arising out of either party's obligations under this Contract, sole and exclusive venue shall lie in Collier County, Florida.

5. Invoices shall be paid within 30 days from receipt of valid invoices.

6. All other provisions to the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Addendum to be executed by their respective duly authorized officers as of the date first above written.

**District:**

CEDAR HAMMOCK  
COMMUNITY DEVELOPMENT DISTRICT

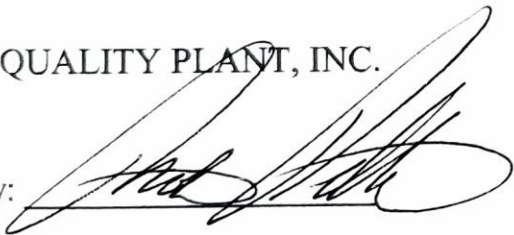
By: \_\_\_\_\_



**Contractor:**

A QUALITY PLANT, INC.

By: \_\_\_\_\_





# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Agenda Page #21

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**A QUALITY PLANT**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) **P**

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) **P**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from FATCA reporting code (if any)

*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.

**1998 19TH AVENUE N.E.**

6 City, state, and ZIP code

**RUSKIN, FL 33570**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

**20-3561707**

or

Employer identification number

**20-3561707**

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person **P**

Date **4-14-20**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.





# CERTIFICATE OF LIABILITY INSURANCE

Agenda Page #22  
DATE (MM/DD/YYYY)  
4/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>BUHL INSURANCE</b> <b>PO Box 152698</b> <b>Tampa, FL 33684</b>	CONTACT NAME:	
	PHONE (A/C, No. Ext): <b>(813)876-0057</b>	FAX (A/C, No.): <b>(813)877-8540</b>
	E-MAIL ADDRESS: <b>info@buhlinsure.com</b>	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: <b>West American Insurance Company</b>	<b>44393</b>
	INSURER B: <b>Ohio Security Insurance Company</b>	<b>24082</b>
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

INSURED  
**A QUALITY PLANT, INC.**  
**901 4TH AV SW**  
**RUSKIN, FL 33570**  
**813-645-8655**

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y	BLW58361290	02/28/20	02/28/21	EACH OCCURRENCE \$ <b>1,000,000</b>
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>200,000</b>
							MED EXP (Anyone person) \$ <b>15,000</b>
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY \$ <b>1,000,000</b>
							GENERAL AGGREGATE \$ <b>2,000,000</b>
							PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
							\$
A	AUTOMOBILE LIABILITY	Y		BAW58361290	02/28/20	02/28/21	COMBINED SINGLE LIMIT (Ea accident) \$ <b>300,000</b>
	<input type="checkbox"/> ANYAUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							Personal Injury Protec \$ <b>10,000</b>
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	XWS58361290	02/28/20	02/28/21	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ <b>1,000,000</b>
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b>
							E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Reference general liability policy, subject to policy form CG8810; certificate holder is included as an additional insured when required by written contract or agreement.

## CERTIFICATE HOLDER

**Cedar Hammock CDD**  
**C/O Inframark**  
**210 N. University Dr. Suite 702**  
**Coral Springs, FL 33071**

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Burt Tramm*

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EXHIBIT "G"  
CEDAR HAMMOCK CDD  
CONTRACT CHANGE ORDER NO. 1

Project: Cedar Hammock CDD  
Contract For: Cedar Hammock CDD - Rock Walls  
Contractor: Glase Golf, Inc.

Conditions: The changes described herein shall be governed by the terms and conditions of the Contract and shall not in any way alter the terms of the Contract but shall hereafter be a part of the Contract.

ITEM NO.	DESCRIPTION:	QUANTITY	UNIT	UNIT PRICE	AMOUNT (+) (-)
35	Substitute Contech Pipe for HP Storm	1	LS	\$ 40,842.00	\$ 40,842.00

Contract Time Prior to this Change Order	147	Net Increase/Decrease From This Change Order	\$ 40,842.00
Net Increase/Decrease From This Change Order	152	Contract Total Prior to Change Order	\$ 2,298,044.70
Current Contract Time Including this Change Order	152	Current Contract Total Including Change Order	\$ 2,338,886.70

REASON FOR CHANGE: Substituting Contech pipe for HP Storm pipe

ACCEPTABLE TO:   
Contractor's Representative

Date: 3/2/20

APPROVED BY: \_\_\_\_\_  
Cedar Hammock CDD

Date: \_\_\_\_\_



**CHANGE  
ORDER**  
AIA DOCUMENT G701

OWNER ☐  
ARCHITECT ☐  
CONTRACTOR ☐  
OTHER ☐

Agenda Page #24

PROJECT: Cedar Hammock CDD  
(name, address) c/o Inframark Infrastructure Management Services  
5911 Country Lakes Drive  
Fort Myers, FL 33905

CHANGE ORDER NUMBER: 1  
DATE: 1/20/2020  
ARCHITECT'S PROJECT NO:  
CONTRACT DATE:

TO CONTRACTOR: Glase Golf, Inc.  
(name, address) 27730 Faygin Lane  
Bonita Springs, FL 34135

CONTRACT FOR: Cedar Hammock CDD  
Bulkhead Replacement Project

The Contract is changed as follows:

item	description	qty	unit	unit price	total price
ADDED the following:					
	Installation of Contech Pipe	1	LS	\$6,000.00	\$6,000.00
	Construct Stacked Rock Walls - 7' Tall x 75 LF	1,050	SF	\$41.00	\$43,050.00
	Installation of Rip Rap	2,160	SF	\$6.20	\$13,392.00
					<u>\$62,442.00</u>

DEDUCTED the following:

	Installation of 36" HP Storm Pipe	-180	LF	\$120.00	-\$21,600.00
					<u>-\$21,600.00</u>

NET CHANGE TO CONTRACT =

\$40,842.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was..... \$ 2,298,044.70

Net change by previously authorized Change Orders..... \$

The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was..... \$ 2,298,044.70

The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)

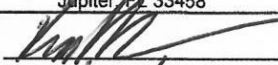
(unchanged) by this Change Order in the amount of..... \$40,842.00

The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be..... \$ 2,338,886.70

The Contract Time will be (increased) (decreased) (unchanged) by ( ) days

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Kipp Schulties Golf Design, Inc.  
ARCHITECT  
123 Andros Harbour Place  
Address  
Jupiter, FL 33458  
By   
Date 2/25/20

Glase Golf, Inc.  
CONTRACTOR  
27730 Faygin Lane  
Address  
Bonita Springs, FL 34135  
By   
Date 2/25/20

Cedar Hammock CDD  
OWNER  
5911 Country Lakes Drive  
Address  
Fort Myers, FL 33905  
By  
Date

G701-1987





**To:** Justin Faircloth  
Cedar Hammock CDD

**From:** Jim Glase  
Glase Golf, Inc.

**Date:** January 20, 2020

---

**Installation of Contech Culvert on Hole #7 in Place of 36" HP Storm Pipes**

---

Item	qty	units	unit price	Total Price
Installation of Contech Pipe	1	LS	\$6,000.00	\$6,000.00
Construct Stacked Rock Wall - 7' Tall x 75' Long	1,050	SF	\$41.00	\$43,050.00
Installation of Rip Rap	2,160	SF	\$6.20	\$13,392.00
			<b>TOTAL</b>	<b>\$62,442.00</b>

**Deductions**

Credit of 36" HP Storm Pipe No Longer Installed	-180	LF	\$120.00	(\$21,600.00)
			<b>Total Change to Contract Price</b>	<b>\$40,842.00</b>

**Alternates**

If Excavation is Required to Set Contech Pipe	CY	\$5.00
If Rock Excavation	CY	\$10.00
Import Off Site Fill - Price for Entire Project (If Necessary)	TN	\$17.70

Please let me know if you have any questions.

Sincerely,

James A. Glase



EXHIBIT "G"  
CEDAR HAMMOCK CDD  
CONTRACT CHANGE ORDER NO. 2

Project: Cedar Hammock CDD  
Contract For: Cedar Hammock CDD - Rock Walls  
Contractor: Glase Golf, Inc.

Conditions: The changes described herein shall be governed by the terms and conditions of the Contract and shall not in any way alter the terms of the Contract but shall hereafter be a part of the Contract.

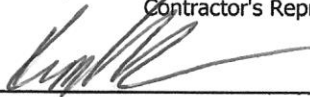
ITEM NO.	DESCRIPTION:	QUANTITY	UNIT	UNIT PRICE	AMOUNT (+) (-)
36	Remove Sabal Palms & Haul to Maintenance	5	EA	\$ 120.00	\$ 600.00
36	Remove Palmettos & Haul to Maintenance	1	LS	\$ 1,200.00	\$ 1,200.00

Contract Time Prior to this Change Order	152	Net Increase/Decrease From This Change Order	\$ 1,800.00
Net Increase/Decrease From This Change Order	0	Contract Total Prior to Change Order	\$ 2,338,886.70
Current Contract Time Including this Change Order	152	Current Contract Total Including Change Order	\$ 2,340,686.70

REASON FOR CHANGE: Removing Sabal Palms and Palmettos

ACCEPTABLE TO:   
Contractor's Representative

Date: 3/6/20

APPROVED BY:  KIPP SCHMITT  
Cedar Hammock CDD

Date: 3/9/20



# CHANGE ORDER

AIA DOCUMENT G701

OWNER ☐  
ARCHITECT ☐  
CONTRACTOR ☐  
OTHER ☐

Agenda Page #27

PROJECT: Cedar Hammock CDD  
(name, address) c/o Inframark Infrastructure Management Services  
5911 Country Lakes Drive  
Fort Myers, FL 33905

CHANGE ORDER NUMBER: 2  
DATE: 3/6/2020  
ARCHITECT'S PROJECT NO:  
CONTRACT DATE:

TO CONTRACTOR: Glase Golf, Inc.  
(name, address) 27730 Faygin Lane  
Bonita Springs, FL 34135

CONTRACT FOR: Cedar Hammock CDD  
Bulkhead Replacement Project

The Contract is changed as follows:

item	description	qty	unit	unit price	total price
ADDED the following:					
	Remove Sabal Palms & Haul to Maintenance	5	EA	\$120.00	\$600.00
	Remove Palmettos & Haul to Maintenance	1	LS	\$1,200.00	\$1,200.00
					<u>\$1,800.00</u>

NET CHANGE TO CONTRACT = \$1,800.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was..... \$ 2,298,044.70  
Net change by previously authorized Change Orders..... \$ 40,842.00  
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was..... \$ 2,338,886.70  
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)  
(unchanged) by this Change Order in the amount of..... \$1,800.00  
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be..... \$ 2,340,686.70

The Contract Time will be (increased) (decreased) (unchanged) by ( ) days

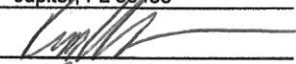
The date of Substantial Completion as of the date of this Change Order therefore is

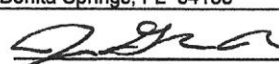
NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Kipp Schulties Golf Design, Inc.  
ARCHITECT  
123 Andros Harbour Place  
Address  
Jupiter, FL 33458

Glase Golf, Inc.  
CONTRACTOR  
27730 Faygin Lane  
Address  
Bonita Springs, FL 34135

Cedar Hammock CDD  
OWNER  
5911 Country Lakes Drive  
Address  
Fort Myers, FL 33905

By   
Date March 9, 2020

By   
Date 3/6/20

By \_\_\_\_\_  
Date \_\_\_\_\_

G701-1987



EXHIBIT "G"  
CEDAR HAMMOCK CDD  
CONTRACT CHANGE ORDER NO. 3

Project: Cedar Hammock CDD  
Contract For: Cedar Hammock CDD - Rock Walls  
Contractor: Glase Golf, Inc.

Conditions: The changes described herein shall be governed by the terms and conditions of the Contract and shall not in any way alter the terms of the Contract but shall hereafter be a part of the Contract.

ITEM NO.	DESCRIPTION:	QUANTITY	UNIT	UNIT PRICE	AMOUNT (+) (-)
37	Remove Coconut Palms at #4 Green and #5 Tees	17	EA	\$ 170.00	\$ 2,890.00
37	Extend RCP at #4 Green and #5 Tees				
	Two Locations Requiring 2 Sticks	2	EA	\$ 1,500.00	\$ 3,000.00
	One Location Requiring 1 Stick	1	LS	\$ 900.00	\$ 900.00

Contract Time Prior to this Change Order	152	Net Increase/Decrease From This Change Order	\$ 6,790.00
Net Increase/Decrease From This Change Order	0	Contract Total Prior to Change Order	\$ 2,340,686.70
Current Contract Time Including this Change Order	152	Current Contract Total Including Change Order	\$ 2,347,476.70

REASON FOR CHANGE: Removing Sabal Palms and Palmettos

ACCEPTABLE TO:

  
Contractor's Representative

Date:

3/12/20

APPROVED BY:

  
Cedar Hammock CDD

Date:

3/12/20



**CHANGE  
ORDER**

AIA DOCUMENT G701

 OWNER ☐  
 ARCHITECT ☐  
 CONTRACTOR ☐  
 OTHER ☐

PROJECT: Cedar Hammock CDD  
 (name, address) c/o Inframark Infrastructure Management Services  
 5911 Country Lakes Drive  
 Fort Myers, FL 33905

CHANGE ORDER NUMBER: 3  
 DATE: 3/12/2020  
 ARCHITECT'S PROJECT NO:  
 CONTRACT DATE:

TO CONTRACTOR: Glase Golf, Inc.  
 (name, address) 27730 Faygin Lane  
 Bonita Springs, FL 34135

CONTRACT FOR: Cedar Hammock CDD  
 Bulkhead Replacement Project

The Contract is changed as follows:

item	description	qty	unit	unit price	total price
ADDED the following:					
	Remove Coconut Palms and Haul to Maintenance Nine Palms at Rear of #4 Green and Eight Palms Along #5 Tee	17	EA	\$170.00	\$2,890.00
	Extend RCP at Three Locations in Lakes at #4 Green and #5 Tees				
	Two Locations Requiring 2 Sticks	2	EA	\$1,500.00	\$3,000.00
	One Location Requiring 1 Stick	1	LS	\$900.00	\$900.00
					<u>\$6,790.00</u>

NET CHANGE TO CONTRACT =

\$6,790.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was..... \$ 2,298,044.70  
 Net change by previously authorized Change Orders..... \$ 42,642.00  
 The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was..... \$ 2,340,686.70  
 The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)  
 (unchanged) by this Change Order in the amount of..... \$6,790.00  
 The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be..... \$ 2,347,476.70

The Contract Time will be (increased) (decreased) (unchanged) by ( ) days

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by  
 Construction Change Directive.

Kipp Schulties Golf Design, Inc.  
 ARCHITECT  
 123 Andros Harbour Place  
 Address  
 Jupiter, FL 33458  
 By KIPP SCHULTIES  
 Date 3/12/20

Glase Golf, Inc.  
 CONTRACTOR  
 27730 Faygin Lane  
 Address  
 Bonita Springs, FL 34135  
 By [Signature]  
 Date 3/12/20

Cedar Hammock CDD  
 OWNER  
 5911 Country Lakes Drive  
 Address  
 Fort Myers, FL 33905  
 By \_\_\_\_\_  
 Date \_\_\_\_\_

G701-1987



# CHANGE ORDER

AIA DOCUMENT G701

OWNER ☐  
ARCHITECT ☐  
CONTRACTOR ☐  
OTHER ☐

PROJECT: Cedar Hammock CDD  
(name, address) c/o Inframark Infrastructure Management Services  
5911 Country Lakes Drive  
Fort Myers, FL 33905

CHANGE ORDER NUMBER: 4  
DATE: 3/30/2020  
ARCHITECT'S PROJECT NO:  
CONTRACT DATE:

TO CONTRACTOR: Glase Golf, Inc.  
(name, address) 27730 Faygin Lane  
Bonita Springs, FL 34135

CONTRACT FOR: Cedar Hammock CDD  
Bulkhead Replacement Project

The Contract is changed as follows:

item	description	qty	unit	unit price	total price
	ADDED the following				
	Relocate Green Irrigation Loop at #4 Green 12 Inboard / Outboard Heads	12	EA	\$880.00	\$10,560.00

NET CHANGE TO CONTRACT =

\$10,560.00

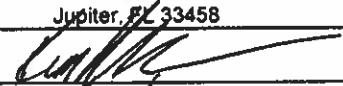
Not valid until signed by the Owner, Architect and Contractor.

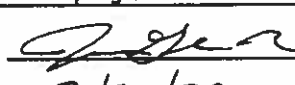
The original (Contract Sum) (Guaranteed Maximum Price) was..... \$ 2,298,044.70  
Net change by previously authorized Change Orders..... \$ 49,432.00  
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was..... \$ 2,347,476.70  
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)  
(unchanged) by this Change Order in the amount of..... \$10,560.00  
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be..... \$ 2,358,036.70

The Contract Time will be (increased) (decreased) (unchanged) by ( ) days

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Kipp Schulties Golf Design, Inc.  
ARCHITECT  
123 Andros Harbour Place  
Address  
Jupiter, FL 33458  
By   
Date 3/30/20

Glase Golf, Inc.  
CONTRACTOR  
27730 Faygin Lane  
Address  
Bonita Springs, FL 34135  
By   
Date 3/30/20

Cedar Hammock CDD  
OWNER  
5911 Country Lakes Drive  
Address  
Fort Myers, FL 33905  
By \_\_\_\_\_  
Date \_\_\_\_\_

G701-1987



EXHIBIT "G"  
CEDAR HAMMOCK CDD  
CONTRACT CHANGE ORDER NO. 4

Project: Cedar Hammock CDD  
Contract For: Cedar Hammock CDD - Rock Walls  
Contractor: Glase Golf, Inc.

Conditions: The changes described herein shall be governed by the terms and conditions of the Contract and shall not in any way alter the terms of the Contract but shall hereafter be a part of the Contract.

ITEM NO.	DESCRIPTION:	QUANTITY	UNIT	UNIT PRICE	AMOUNT (+) (-)
38	Relocate Green Irrigation Loop at #4 Green 12 Inboard / Outboard Heads	12	EA	\$ 880.00	\$ 10,560.00

Contract Time Prior to this Change Order	152	Net Increase/Decrease From This Change Order	\$ 10,560.00
Net Increase/Decrease From This Change Order	0	Contract Total Prior to Change Order	\$ 2,347,476.70
Current Contract Time Including this Change Order	152	Current Contract Total Including Change Order	\$ 2,358,036.70

REASON FOR CHANGE: Removing Sabal Palms and Palmettos


ACCEPTABLE TO:

  
Contractor's Representative

Date:

3/30/20

APPROVED BY:

  
KIP SCHULTZ  
Cedar Hammock CDD

Date:

3/30/20



# CHANGE ORDER

AIA DOCUMENT G701

 OWNER ☐  
 ARCHITECT ☐  
 CONTRACTOR ☐  
 OTHER ☐

PROJECT: Cedar Hammock CDD  
 (name, address) c/o Inframark Infrastructure Management Services  
 5911 Country Lakes Drive  
 Fort Myers, FL 33905

CHANGE ORDER NUMBER: 5  
 DATE: 4/21/2020  
 ARCHITECT'S PROJECT NO:  
 CONTRACT DATE:

TO CONTRACTOR: Glase Golf, Inc.  
 (name, address) 27730 Faygin Lane  
 Bonita Springs, FL 34135

CONTRACT FOR: Cedar Hammock CDD  
 Bulkhead Replacement Project

The Contract is changed as follows:

item	description	qty	unit	unit price	total price
ADDED the following:					
	Remove Additional Palmettos and Pines on #17 and Haul to Shop	1	LS	\$2,200.00	\$2,200.00
	Install Bahia Sod on #17	4,000	SF	\$0.40	\$1,600.00
	Lower Irrigation Main on #5 Fairway	1	LS	\$3,960.00	\$3,960.00

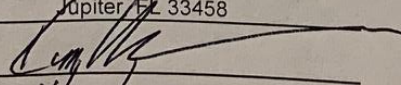
NET CHANGE TO CONTRACT =

\$7,760.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was..... \$ 2,298,044.70  
 Net change by previously authorized Change Orders..... \$ 59,992.00  
 The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was..... \$ 2,358,036.70  
 The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)  
 (unchanged) by this Change Order in the amount of..... \$7,760.00  
 The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be..... \$ 2,365,796.70  
 The Contract Time will be (increased) (decreased) (unchanged) by ( ) days  
 The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Kipp Schulties Golf Design, Inc.  
 ARCHITECT  
 123 Andros Harbour Place  
 Address Jupiter, FL 33458  
 By   
 Date 4/21/20

Glase Golf, Inc.  
 CONTRACTOR  
 27730 Faygin Lane  
 Address Bonita Springs, FL 34135  
 By James Glase, Jr.  
 Date 4/21/20

Cedar Hammock CDD  
 OWNER  
 5911 Country Lakes Drive  
 Address Fort Myers, FL 33905  
 By  
 Date

G701-1987



**EXHIBIT "G"**  
**CEDAR HAMMOCK CDD**  
**CONTRACT CHANGE ORDER NO.02**

Project: CEDAR HAMMOCK

Contract For: CART BRIDGE REPLACEMENT

Contractor: ARTISTICTIC STRUCTURES, INC

Conditions: The changes described herein shall be governed by the terms and conditions of the Contract and shall not in any way alter the terms of the Contract but shall hereafter be a part of the Contract.

ITEM NO.	DESCRIPTION:	QUANTITY	UNIT	UNIT PRICE	AMOUNT	
					(+)	(-)
	# 9 PERMIT				+	\$ 553.08
	# 18 PERMIT				+	\$ 708.00
	FILING FEE	2 PERMITS		\$ 150.00 EACH	+	\$ 300.00
	DOCUMENT PRINTING				+	<del>\$ 24.00</del>

\$23.92

<p>Contract Time Prior to this Change Order      <u>\$ 370,438.10</u></p> <p>Net Increase/Decrease from this Change Order      <u>+ \$ 1,585.08</u></p> <p>Current Contract Time Including this Change      <u>N/A</u></p>	<p style="text-align: right;">\$1,585.00</p> <p>Net Increase/Decrease from this Change Order      <u>(+) <del>\$ 1,585.08</del></u></p> <p>Contract Total Prior to Change Order      <u>\$ 370,438.10</u></p> <p>Current Contract Total Including Change Order      <u>\$ 372,023.18</u></p>
--	--

REASON FOR CHANGE: PERMIT COSTS

ACCEPTABLE TO:  TRAVIS PRITCHETT, PRESIDENT Date: 4-06-2020

Contractor's Representative

APPROVED BY:

 *CEPP STRUCTURES*  
 CEDAR HAMMOCK CDD

Date:

4/7/20



MY BLUEPRINTER



## Sales Receipt

Date	Sale No.
1/21/2020	50259

971 Airport Road North, Suite 1  
Naples, FL 34104  
239-262-7400  
info@myblueprinter.net

Sold To

ARTISTIC STRUCTURES

Check No.	Payment Method	Project

Item	Description	Qty	Rate	Amount
D24 X 36 Digital	CEDAR HAMMOCK	15	1.49	22.35T
D24 X 36 Digital	HERITAGE	36	1.49	53.64T
<p>MY BLUEPRINTER 971 AIRPORT RD N STE 1 NAPLES, FL 34104 239/262-7400</p> <p><b>SALE</b></p> <p>MID: 21006860829 TID: 001 Batch #: 021001 01/21/20 Invoice #: 3 APPR CODE: 033707 VISA *****7487</p> <p>REF#: 00000003 RRN: 511315699 152359</p> <p>Chip **/**</p> <p><b>AMOUNT \$81.31</b></p> <p>APPROVED</p> <p>VISA DEBIT AID: A0000000031010 TVR: 80 80 00 80 00 TSt: 68 00</p> <p>Thank You Please Come Again CUSTOMER COPY</p>				
<b>Subtotal</b>				\$75.99
<b>Sales Tax (7.0%)</b>				\$5.32
<b>Total</b>				\$81.31





**THANK YOU FOR YOUR PAYMENT**

Permit Number: **PRBD2020020493401**  
Worksite Address: **8676 CEDAR HAMMOCK BLVD, NAPLES 34112**

Name on Account: **ARTISTIC STRUCTURES**  
Email Address: **artisticstructures@msn.com**

Transit ABA (Routing) #: **061100606**  
Payment Account: **Checking ending in 5516**

Payment Date: **03-25-2020**  
Payment Amount: **\$352.10**  
Convenience Fee: **\$1.00**  
Confirmation #: **16487900-16125136**  
Submitted: **03-24-2020, 08:50:02 AM EDT**

**Your payment has been submitted. Please note that this payment is subject to further verification.**

**We recommend that you print this page for your records.**

**Exit**



## Collier County Customer Payment Slip - Permits

**Date:** March 11, 2020  
**Contact:** ARTISTIC STRUCTURES INC  
 8415 SW RIVERSIDE DR  
 ARCADIA, FL 34269

**Owner:** CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT % SEVERN TRENT SERVICES

**Permit Location:** 8676 Cedar Hammock BLVD, Unit: undefined, Naples

**Job Description:** Golf Hole # 09 : Removal and disposal of exting wood cart bridge. Reconstruct 5600 sq of new wood cart bridge (560 LF X 10' wide)

8676 Cedar Hammock BLVD, Naples

### FEES:

Description	Application Number	Permit Number	Fee	Paid Fee
Inspection Fee	PRBD20200204934	PRBD2020020493401	\$90.00	\$0.00
	PRBD20200204934	PRBD2020020493401	\$258.00	\$0.00
Structural - Review Fee				
	PRBD20200204934	PRBD2020020493401	\$2.10	\$0.00
BCAI				
	PRBD20200204934	PRBD2020020493401	\$2.00	\$0.00
DBPR Surcharge				
		<b>Total:</b>	\$352.10	\$0.00
			<b>Total Owing: \$352.10</b>	

### Bonds:

Item	Type	Balance

The following conditions must be satisfied **before your permit can be issued:**

--

The following conditions must be satisfied **before you can call your first inspection:**

Notice of Commencement: For paper submittals send to <a href="mailto:inspections@colliercountyfl.gov">inspections@colliercountyfl.gov</a> and for electronic submittals upload to the condition on the portal.

You can track your permit using the following link:

<https://cvportal.colliergov.net/cityviewweb/Permit/StatusReference?referenceNumber=PRBD20200204934>



## Collier County Payment Slip - Permits

**Date:** February 05, 2020

**Contact:** ARTISTIC STRUCTURES INC  
8415 SW RIVERSIDE DR  
ARCADIA, FL 34269

**Owner:**

**Permit Location:**

**FEES:**

Description	Application Number	Permit Number	Fee	Paid Fee
Zoning Review - Application	PRBD20200204934	PRBD2020020493401	\$50.00	\$0.00
	PRBD20200204934	PRBD2020020493401	\$100.98	\$0.00
FIRE Application - Architectural				
	PRBD20200204934	PRBD2020020493401	\$50.00	\$0.00
Structural - Application Fee				
		<b>Total:</b>	\$200.98	\$0.00

**Total Owing: \$200.98**

**Bonds:**

Item	Type	Balance

**Job Description:** Golf Hole # 09 : Removal and disposal of exting wood cart bridge. Reconstruct 5600 sq of new wood cart bridge (560 LF X 10' wide)

JIRA 8676 Cedar Hammock BLVD, Naples





**THANK YOU FOR YOUR PAYMENT**

Permit Number: **PRBD2020020493901**  
Worksite Address: **8662 CEDAR HAMMOCK BLVD, NAPLES 34112**

Name on Account: **ARTISTIC STRUCTURES**  
Email Address: **artisticstructures@msn.com**

Transit ABA (Routing) #: **061100606**  
Payment Account: **Checking ending in 5516**

Payment Date: **03-25-2020**  
Payment Amount: **\$169.10**  
Convenience Fee: **\$1.00**  
Confirmation #: **16487870-16125120**  
Submitted: **03-24-2020, 08:44:14 AM EDT**

**Your payment has been submitted. Please note that this payment is subject to further verification.**

**We recommend that you print this page for your records.**

**Exit**



## Collier County Customer Payment Slip - Permits

**Date:** March 11, 2020  
**Contact:** System Administrator  
 <NO STREET ADDRESS>

**Owner:** CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT % SEVERN TRENT SERVICES

**Permit Location:** 8662 Cedar Hammock BLVD, Naples

**Job Description:** Golf Hole # 18 : Removal and disposal of exting wood cart bridge. Reconstruct 2250 sq of new wood cart bridge (225 LF X 10' wide)

8662 Cedar Hammock BLVD, Naples

### FEES:

Description	Application Number	Permit Number	Fee	Paid Fee
Inspection Fee	PRBD20200204939	PRBD2020020493901	\$90.00	\$0.00
	PRBD20200204939	PRBD2020020493901	\$73.75	\$0.00
Structural - Review Fee				
	PRBD20200204939	PRBD2020020493901	\$3.21	\$0.00
BCAI				
	PRBD20200204939	PRBD2020020493901	\$2.14	\$0.00
DBPR Surcharge				
		<b>Total:</b>	\$169.10	\$0.00

**Total Owing: \$169.10**

### Bonds:

Item	Type	Balance

The following conditions must be satisfied **before your permit can be issued:**

--

The following conditions must be satisfied **before you can call your first inspection:**

Notice of Commencement: For paper submittals send to <a href="mailto:inspections@colliercountyfl.gov">inspections@colliercountyfl.gov</a> and for electronic submittals upload to the condition on the portal.

You can track your permit using the following link:

<https://cvportal.colliergov.net/cityviewweb/Permit/StatusReference?referenceNumber=PRBD20200204939>



## Collier County Payment Slip - Permits

**Date:** February 05, 2020

**Contact:** ARTISTIC STRUCTURES INC  
8415 SW RIVERSIDE DR  
ARCADIA, FL 34269

**Owner:**

**Permit Location:**

**FEES:**

Description	Application Number	Permit Number	Fee	Paid Fee
Zoning Review - Application	PRBD20200204939	PRBD2020020493901	\$50.00	\$0.00
	PRBD20200204939	PRBD2020020493901	\$438.90	\$0.00
FIRE Application - Architectural				
	PRBD20200204939	PRBD2020020493901	\$50.00	\$0.00
Structural - Application Fee				
		<b>Total:</b>	\$538.90	\$0.00

**Total Owing: \$538.90**

**Bonds:**

Item	Type	Balance

**Job Description:** Golf Hole # 18 : Removal and disposal of exting wood cart bridge. Reconstruct 2250 sq of new wood cart bridge (225 LF X 10' wide)

JIRA 8662 Cedar Hammock BLVD, Naples



## **Fifth Order of Business**



**5A**



## RESOLUTION 2020-03

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT CONFIRMING THE DISTRICT'S USE OF THE COLLIER COUNTY SUPERVISOR OF ELECTIONS TO CONTINUE CONDUCTING THE DISTRICT'S ELECTION OF SUPERVISORS IN CONJUNCTION WITH THE GENERAL ELECTION.

**WHEREAS**, the Cedar Hammock Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

**WHEREAS**, the Board of Supervisors of the Cedar Hammock Community Development District (hereinafter the "Board") seeks to implement Section 190.006(3)(A)(2)(c), Florida Statutes and to instruct the Collier County Supervisor of Elections (the "Supervisor") to conduct the District's General Elections.

**WHEREAS**, the Supervisor has requested the District adopt a Resolution confirming the District's use of the Supervisor for the purpose of conducting the District's future supervisor elections in conjunction with the General Election; and

**WHEREAS**, the District desires to continue to use the Supervisor for the purpose of conducting the District's supervisor elections in conjunction with the General Election.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT:

**Section 1.** The Board is currently made up of the following individuals: Norman Day, Quentin J. Greeley, Fred Bally, John Martino and Gene T. Bolton

**Section 2.** The term of office for each member of the Board is as follows:

<u>Supervisor</u>	<u>Seat</u>	<u>Term (Including Expiration Date)</u>
Norman Day	Seat 1	11/2022
John Martino	Seat 2	11/2022
Gene T. Bolton	Seat 3	11/2022
Fred Bally	Seat 4	11/2020
Quentin J. Greeley	Seat 5	11/2020

**Section 3.** Seat 4, currently held by Fred Bally and Seat 5, currently held by Quentin J. Greeley are scheduled for the General Election in November 2020.

**Section 4.** Pursuant to Section 190.006(8), Florida Statutes, members of the Board shall be entitled to receive for his or her services an amount not to exceed \$200 per meeting of the Board, not to exceed \$4,800 per year per member.



**Section 5.** The term of office for the individuals to be elected to the Board in the November 2020 General Election is four years.

**Section 6.** The new Board members shall assume office on the second Monday following their election.

**Section 7.** The District hereby instructs the Supervisor to continue conducting the District's elections in conjunction with the General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

**PASSED AND ADOPTED THIS 12<sup>TH</sup> DAY OF MAY, 2020.**

**ATTEST:**

**CEDAR HAMMOCK COMMUNITY  
DEVELOPMENT DISTRICT**

---

Justin Faircloth  
Secretary

---

Norman Day  
Chairman



**5B.**



## **Qualifying to Run for Office**

### **2020 Qualifying Dates**

Noon, June 8, 2020 – Noon, June 12, 2020

What happens when you go to the Supervisor of Elections office to qualify? You will file a loyalty oath, a financial disclosure Form 1 and either pay the \$25 qualifying fee or file a certification for 25 signatures.

### **Qualifying Fees**

\$25.00 (Unless qualifying by petition)

### **Qualifying by Petition**

In order to qualify by petition and thereby have the qualifying fee waived, a person needs to gather the signatures of 25 qualified voters residing within the Cedar Hammock CDD. The Division of Elections has prescribed the format of the petition, a copy of which is attached.

The deadline to submit petitions to the Supervisor of Elections is **Noon, May 11, 2020.** (Candidates must still qualify during the candidate qualifying period.) Please note that petitions may be submitted prior to the deadline.

There is a verification fee of \$.10 per signature to ensure the signers are valid residents within the CDD. Cash is accepted. The Supervisor of Elections recommends bringing your petitions in person.

If you want to campaign, you are permitted to do so as long as you do not expend any funds. If you are going to expend money for signage, business cards, etc., even if it is your own money, you must open a campaign account and will need to file the required forms. You will also need to appoint a campaign treasurer and designate a campaign depository. If campaigning, signatures may not be obtained until the candidate has filed his or her appointment of campaign treasurer and designation of campaign depository.

The District shall publish a notice of the qualifying period set by the Supervisor of Elections for each election at least two weeks prior to the start of the qualifying period.

Contact the Supervisor of Elections for more specific information on qualifying by petition.

### **Qualifying Officers**

The Qualifying Officer for Special District Offices is the Supervisor of Elections.

### **Collier County Supervisor of Elections**

Jennifer Edwards

3750 Enterprise Avenue

Naples, Florida 34104

(239) 252-8683

[SupervisorOfElections@CollierCountyFL.gov](mailto:SupervisorOfElections@CollierCountyFL.gov)



## **Sixth Order of Business**



**CEDAR HAMMOCK**  
Community Development District

***Annual Operating and Debt Service Budget***  
**Fiscal Year 2021**

**Approved Tentative Budget**  
(Meeting 5/12/20 Rev 1)

Prepared by:





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**CEDAR HAMMOCK**  
Community Development District

**Budget Overview**  
Fiscal Year 2021



**CEDAR HAMMOCK**  
Community Development District

**Operating Budget**  
Fiscal Year 2021



**CEDAR HAMMOCK**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
 Fiscal Year 2021 Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2019	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>							
Interest - Investments	\$ 9,400	\$ 17,191	\$ 10,088	\$ 11,753	10,753	22,506	10,088
Hurricane Irma FEMA Refund	-	\$ 5,316	-	\$ 1,082	-	-	-
Interest - Tax Collector	16.00	188	-	740.00	-	-	-
Special Assmnts- Tax Collector	379,525	379,523	158,454	151,825	6,629	158,454	299,007
Special Assmnts - Other	-	-	281,622	271,546	10,076	281,622	-
Special Assmnts- Discounts	(14,175)	(13,901)	(17,603)	(16,140)	-	(16,140)	(11,960)
Other Miscellaneous Revenues	-	9,281	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>374,766</b>	<b>397,598</b>	<b>432,561</b>	<b>420,806</b>	<b>27,458</b>	<b>446,442</b>	<b>297,135</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
ProfServ-Engineering	19,768	38,061	30,000	19,648	19,648	39,296	30,000
ProfServ-Legal Services	1,593	14,201	4,249	12,130	12,130	24,260	4,249
ProfServ-Mgmt Consulting Serv	37,286	41,498	39,555	20,215	20,215	40,430	40,742
ProfServ-Property Appraiser	4,195	2,132	6,601	5,693	99	5,792	4,485
ProfServ-Special Assessment	2,855	7,941	3,029	13,029	-	13,029	8,938
ProfServ-Web Site Maintenance	637	656	676	282	394	676	696
Auditing Services	5,000	4,400	5,000	5,000	-	5,000	5,000
Postage and Freight	549	2,843	900	205	205	410	900
Insurance - General Liability	7,235	7,000	7,700	7,200	-	7,200	7,920
Printing and Binding	2,310	1,252	2,379	506	506	1,012	2,000
Legal Advertising	2,181	6,629	2,394	1,057	1,057	2,114	3,000
Misc-Bank Charges	653	380	700	-	350	350	700
Misc-Assessmnt Collection Cost	(1,019)	3,540	8,802	8,049	133	8,182	5,980
Misc-Web Hosting	47	239	246	2,510	776	3,286	1,799
Office Supplies	33	28	400	-	50	50	100
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>83,498</b>	<b>130,975</b>	<b>112,806</b>	<b>95,699</b>	<b>55,563</b>	<b>151,261</b>	<b>116,683</b>
<i>Field</i>							
ProfServ-Field Management	1,494	5,008	1,585	10,105	6,205	16,310	1,633
Contracts-Water Mgmt Services	7,200	7,200	7,200	3,000	4,200	7,200	7,200
Utility - Cameras	1,160	1,299	1,268	653	653	1,306	1,268
Electricity - Wells	4,324	2,190	3,000	2,690	2,690	5,380	4,866
Electricity - Aerator	1,598	1,358	2,000	893	893	1,786	2,000
R&M - Lake	2,167	3,113	3,000	-	1,500	1,500	3,000
R&M - Plant Replacement	-	788	3,015	-	1,508	1,508	3,015
R&M - Bridges	-	-	8,000	-	8,000	8,000	5,000
R&M - Bulkheads	-	8,000	8,000	4,000	4,000	8,000	5,000
Misc-Contingency	15,966	13,591	12,243	7,354	7,354	14,708	17,470
Capital Outlay	-	12,015	9,944	-	-	-	-
<b>Total Field</b>	<b>33,909</b>	<b>54,562</b>	<b>59,255</b>	<b>28,695</b>	<b>37,003</b>	<b>65,698</b>	<b>50,452</b>
<b>TOTAL EXPENDITURES</b>	<b>117,407</b>	<b>185,537</b>	<b>172,061</b>	<b>124,394</b>	<b>92,565</b>	<b>216,959</b>	<b>167,135</b>



**CEDAR HAMMOCK**

Community Development District

*General Fund*

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2021 Approved Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2019	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Reserve - Bridges	28,840	22,064	35,000	-	154,036	154,036	10,000
Reserve - Bulkheads	15,412	107,683	95,500	38,968	412,142	451,110	10,000
Reserve - Lakes	12,400	-	25,000	18,625	53,528	72,153	10,000
Reserve - Roadways	32,141	830	105,000	-	105,000	105,000	100,000
<b>Total Reserves</b>	<b>88,793</b>	<b>130,577</b>	<b>260,500</b>	<b>57,593</b>	<b>724,706</b>	<b>782,299</b>	<b>130,000</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>206,200</b>	<b>316,114</b>	<b>432,561</b>	<b>181,987</b>	<b>817,271</b>	<b>999,258</b>	<b>297,135</b>
Excess (deficiency) of revenues							
Over (under) expenditures	168,566	81,484	-	238,819	(789,813)	(552,816)	-
<b>OTHER FINANCING SOURCES (USES)</b>							
<b>TOTAL OTHER SOURCES (USES)</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	168,566	81,484	-	238,819	(789,813)	(552,816)	-
<b>FUND BALANCE, BEGINNING</b>	609,903	784,457	865,941	865,941	-	865,941	313,125
<b>FUND BALANCE, ENDING</b>	<b>\$ 784,457</b>	<b>\$ 865,941</b>	<b>\$ 865,941</b>	<b>\$ 1,104,760</b>	<b>\$ (789,813)</b>	<b>\$ 313,125</b>	<b>\$ 313,125</b>



**Budget Narrative**  
Fiscal Year 2021

**REVENUES**

**Interest Investments**

The District earns interest on the monthly average collected balance for their operating accounts, money market accounts and certificates of deposits.

**Special Assessments - Tax Collector**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments - Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

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**EXPENDITURES**

**Administrative**

**Prof Service - Engineering**

The District's engineer will be providing general engineering services to the District, i.e., attendance and preparation for monthly board meetings, review invoices, etc.

**Prof Service - Legal Services**

The District's legal counsel will be providing general legal services to the District, i.e., attendance & preparation for monthly meetings, review operating & maintenance contracts, etc.

**Prof Service - Management Consulting Serv**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. These services are further outlined in Exhibit "A" of the Management Agreement.

**Prof Service - Property Appraiser**

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budget for property appraiser costs was based on 1.5% of gross assessments.



**Budget Narrative**  
Fiscal Year 2021

**EXPENDITURES**

**Administrative (cont'd)**

**Prof Service - Special Assessment**

The District's Collection Agent will be providing financial services which include the collection of prepaid assessments, maintenance of District's assessment roll and levying the annual operating and maintenance assessments.

**Prof Service – Web Site Maintenance**

Inframark Infrastructure Management Services oversees the District's email accounts and provides assistance to Campus Suite regarding the website as necessary.

**Auditing Services**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

**Postage and Freight**

Mailing of agenda packages, overnight deliveries, correspondence, etc.

**Insurance - General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with The Florida League of Cities, Inc. The Florida League of Cities, Inc. specializes in providing insurance coverage to governmental agencies.

**Printing & Binding**

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

**Misc - Bank Charges**

Bank analysis fees that are incurred during the year.

**Misc-Assessment Collection Costs**

The District reimburses the Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming.

The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.



**Budget Narrative**  
Fiscal Year 2021

**EXPENDITURES**

**Administrative (cont'd)**

**Misc – Web Hosting**

The District incurs expenses to maintain and renew their website domain and email accounts.

**Office Supplies**

Miscellaneous office supplies required for the preparation of agenda packages.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Dept of Economic Opportunity Div.

**Field Services**

**Prof Service – Field Management**

Inframark Infrastructure Management Services inspects the District's assets and provides two reports per year.

**Contracts – Water Mgmt Services**

Professional services for environmental permit compliance related to the water use permit.

**Utility – Cameras**

Costs associated with the District's gate cameras.

**Electricity - Wells**

FPL provides electrical services for the District's pumps at the following addresses:

- 8684 Cedar Hammock Circle - Well #4 Meter KL35128
- 3639 Cedar Hammock Court – Well #6 Meter ACD4996

**Electricity - Aerators**

FPL provides electrical services for the District's pumps at the following addresses:

- 3826 Wax Myrtle Run – Meter ACD4234
- 8892 Cedar Hammock Blvd – Meter ACD4976
- 3766 Buttonwood Way – Meter ACD8387

**R&M - Lake**

Repair and maintenance expenses related to lakes including washout repairs and erosion.

**R&M – Plant Replacement**

Replace landscape plantings at pumps.

**R&M – Bridges**

Repair and maintenance expenses related to the bridges.



**Budget Narrative**  
Fiscal Year 2021

**EXPENDITURES**

**Administrative (cont'd)**

**R&M – Bulkheads**

Repair and maintenance expenses related to bulkheads.

**Misc-Contingency**

Any current year Field expenditure that may not have been provided for in the budget.

**Reserves:**

**Reserve - Bridges**

Funds to be set aside for future bridge expenditures as determined by the BOS.

**Reserve - Bulkheads**

Funds to be set aside for future bulkhead expenditures as determined by the BOS.

**Reserve - Lakes**

Funds to be set aside for future lake expenditures as determined by the BOS.

**Reserve - Roadways**

Funds to be set aside for future roadway expenditures as determined by the BOS.



## **CEDAR HAMMOCK**

Community Development District

### **Bridges & Bulkhead Project Budget**

Fiscal Year 2021



**CEDAR HAMMOCK**

Community Development District

*Bulkhead/Bridge Restoration Fund***Summary of Revenues, Expenditures and Changes in Fund Balances**

Fiscal Year 2021 Approved Tentative Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2019	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
<b>REVENUES</b>					
Special Assmnts- Tax Collector	\$ 1,166,613	\$ 1,124,871	41,742	1,166,613	\$ 1,464,819
Special Assmnts- Discounts	(46,665)	(42,882)	-	(42,882)	(58,593)
<b>TOTAL REVENUES</b>	<b>1,119,948</b>	<b>1,081,989</b>	<b>41,742</b>	<b>1,123,731</b>	<b>1,406,226</b>
<b>EXPENDITURES</b>					
<i>Administrative</i>					
ProfServ-Property Appraiser	17,499	-	17,499	17,499	21,972
Misc-Assessmnt Collection Cost	23,332	21,385	835	23,332	29,296
<b>Total Administrative</b>	<b>40,831</b>	<b>21,385</b>	<b>18,334</b>	<b>40,831</b>	<b>51,269</b>
<i>Field</i>					
Capital Outlay Bulkhead and Bridges Project	1,079,117	548,478	1,830,639	1,830,639	1,354,957
<b>Total Field</b>	<b>1,079,117</b>	<b>548,478</b>	<b>1,830,639</b>	<b>1,830,639</b>	<b>1,354,957</b>
<b>TOTAL EXPENDITURES</b>	<b>1,119,948</b>	<b>569,863</b>	<b>1,848,973</b>	<b>1,871,470</b>	<b>1,406,226</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	512,126	(1,807,231)	(747,739)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Loan Proceeds	-	-	1,300,000	1,300,000	-
Contribution to (Use of) Fund Balance	-	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>-</b>
Net change in fund balance	-	512,126	(507,231)	552,261	-
<b>FUND BALANCE, BEGINNING</b>	<b>-</b>	<b>-</b>	<b>(1,300,000)</b>		<b>552,261</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ 512,126</b>	<b>\$ (1,807,231)</b>	<b>\$ 552,261</b>	<b>\$ 552,261</b>



**Budget Narrative**  
Fiscal Year 2021

**REVENUES**

**Special Assessments - Tax Collector**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessments - Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

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**EXPENDITURES**

**Administrative**

**Prof Service - Property Appraiser**

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budget for property appraiser costs was based on 1.5% of gross assessments.

**Misc-Assessment Collection Costs**

The District reimburses the Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming.

The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

**Field**

**Capital Outlay Bulkhead and Bridges Project**

Costs associated with the Bulkhead/Bridge Repair/Replacement Project. A loan for \$1.3M, including interest and related costs, was taken out for this project.



**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 313,125
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	130,000
<b>Total Funds Available (Estimated) - FY21</b>	<b>443,125</b>

**ALLOCATION OF AVAILABLE FUNDS****Assigned Fund Balance**

Operating Reserve - First Quarter Operating Capital		41,784 <sup>(1)</sup>
Reserves - Bridges		
Prior Year's Reserve Funding	119,036	
FY 2020 Reserve Funding	35,000	
Less Actual FY20	(154,036)	
FY 2021 Reserve Funding	10,000	10,000
Reserves - Bulkheads		
Prior Year's Reserve Funding	125,885	
FY 2020 Reserve Funding	95,500	
Plus Reserves re-assignment 1/30/20	229,725	
Less Actual FY20	(451,110)	
FY 2021 Reserve Funding	10,000	10,000
Reserves - Lakes		
Prior Year's Reserve Funding	47,153	
FY 2020 Reserve Funding	25,000	
Less Actual FY20	(72,153)	
FY 2021 Reserve Funding	10,000	10,000
Reserves - Roadways		
Prior Year's Reserve Funding	229,725	
FY 2020 Reserve Funding	105,000	
Less Reserves Re-assignment as of 1/30/2020	(229,725)	
Less Actual FY20	(105,000)	
FY 2021 Reserve Funding	100,000	100,000
	Subtotal	171,784

<b>Total Allocation of Available Funds</b>	<b>171,784</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 271,341</b>

**Notes**

(1) Represents approximately 3 months of operating expenditures less FY2021 budget reserves.



## **CEDAR HAMMOCK**

Community Development District

### **Supporting Budget Schedules**

Fiscal Year 2021



**2020-2021 Assessment Chart**

		O&M Assessment			Bridges and Bulkhead Project			Total	Total Prior Year	
		FY 2021	FY 2020	Percent	FY 2021	FY 2020	Percent	FY 2021	FY 2020	Percent
Product	Total Units	Fund	Fund	Change	Fund	Fund	Change	Per Unit	Per Unit	Change
Single Family	65	\$374.2	\$550.8	-32.1%	\$1,833.31	\$1,460.09	25.6%	\$2,207.54	\$ 2,010.87	9.8%
2-Story	228	\$374.2	\$550.8	-32.1%	\$1,833.31	\$ 1,460.09	25.6%	\$2,207.54	\$ 2,010.87	9.8%
4-Story	330	\$374.2	\$550.8	-32.1%	\$1,833.31	\$ 1,460.09	25.6%	\$2,207.54	\$ 2,010.87	9.8%
Duplex	176	\$374.2	\$550.8	-32.1%	\$1,833.31	\$ 1,460.09	25.6%	\$2,207.54	\$ 2,010.87	9.8%
	799									



**6C.**



# **RESOLUTION 2020-04**

## **A RESOLUTION OF THE CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS OF THE DISTRICT AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, AND REFERENCING THE MAINTENANCE AND BENEFIT SPECIAL ASSESSMENTS TO BE LEVIED BY THE DISTRICT FOR SAID FISCAL YEAR**

WHEREAS, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes, the District Manager has submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanation and a complete financial plan for each fund of the District, prior to the fifteenth (15th) day in June 2020; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget and any proposed long-term financial plan or program of the District for future operations (the "Proposed Budget") the District did file a copy of the Proposed Budget with the general purpose local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, on March 9, 2020, the Board set May 12, 2020 as the date for a Public Hearing thereon and caused notice of such Public Hearing to be given by publication pursuant to Section 190.008(2)(a) Florida Statutes; and

WHEREAS, Section 190.008(2)(a), Florida Statutes requires that, prior to October 1 of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing Fiscal Year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing Fiscal Year; and

WHEREAS, the District Manager has prepared a Proposed Budget on a Cash Flow Budget basis, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the Fiscal Year; and

WHEREAS, Section 190.021, Florida Statutes provides that the Annual Appropriation Resolution shall also fix the Maintenance Special Assessments and Benefit Special Assessments upon each piece of property within the boundaries of the District benefited, specifically and peculiarly, by the maintenance and/or capital improvement programs of the District, such levy representing the amount of District assessments necessary to provide for payment during the ensuing budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds, in order for the District to exercise its various general and special powers to implement its single and specialized infrastructure provision purpose; and

WHEREAS, the Board of Supervisors of the Cedar Hammock Community Development District finds and determines that the non-ad valorem special assessments it imposes and levies on the parcels of property by this Resolution for the operations of the District and the maintenance of its facilities will constitute a mechanism by which the property owners lawfully and validly will reimburse the District for those certain special and peculiar benefits the District has determined are received by, and flow to, the



parcels of property from the systems, facilities and services being provided, and that the special and peculiar benefits are apportioned in a manner that is fair and reasonable in accordance with applicable assessment methodology and related case law; and

WHEREAS, the Chair of the Board of Supervisors may designate the District Manager or other person to certify the non-ad valorem assessment roll to the Tax Collector in and for Collier County political subdivision on compatible electronic medium tied to the property identification number no later than 15 September 2020 so that the Tax Collector may merge that roll with others into the collection roll from which the November tax notice is to be printed and mailed; and

WHEREAS, the proceeds from the collections of these imposed and levied non-ad valorem assessments shall be paid to the Cedar Hammock Community Development District; and

WHEREAS, the Tax Collector, under the direct supervision of the Florida Department of Revenue performs the state work in preparing, mailing out, collecting and enforcing against delinquency the non-ad valorem assessments of the District using the Uniform Collection Methodology for non-ad valorem assessments; and

WHEREAS, if the Property Appraiser and the Tax Collector have adopted a different technological procedure for certifying and merging the rolls, then that procedure must be worked out and negotiated with Board approval through the auspices of the District Manager before there are any deviations from the provisions of Section 197.3632, Florida Statutes, and Rule 12D-18, Florida Administrative Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE CEDAR HAMMOCK COMMUNITY  
DEVELOPMENT DISTRICT;**

**Section 1.** The provisions of the whereas clauses are true and correct and are incorporated herein as dispositive.

**Section 2. Budget**

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Treasurer and the office of the Recording Department, and is hereby attached to this Resolution, and hereby approves the Proposed Budget subject to amendments made at the Public Hearing, if any.
- b. That the District Manager's Proposed Budget, as amended by the Board, is adopted hereby in accordance with the provisions of Section 190.008(2)(a), Florida Statutes and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be revised subsequently as deemed necessary by the District Manager to reflect actual revenues and expenditures for the Fiscal Year 2020 and/or revised projections for Fiscal Year 2021.
- c. That the adopted budget, as amended, shall be maintained in the Office of the District Treasurer and the District Recording Department and identified as "The Budget for the Cedar Hammock Community Development District for the Fiscal Year Ending September 30, 2021, as Adopted by the Board of Supervisors on May 12, 2020."



### **Section 3. Appropriations**

That there be, and hereby is appropriated out of the revenues of the Cedar Hammock Community Development District, for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021 the sum of \_\_\_\_\_ to be raised by the applicable imposition and levy by the Board of non-ad valorem special assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$
DEBT SERVICE FUND	\$
 Total All Funds	 \$

### **Section 4. Supplemental Appropriations**

The Board may authorize by Resolution supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the Fiscal Year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget account to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpended balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand Dollars (\$10,000) or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the applicable Department Director and the District Manager or Treasurer. The District Manager or Treasurer must establish administrative procedures, which require information on the request forms proving that such transfer requests comply with this section.

### **Section 5. Maintenance and Benefit Special Assessment Levy: Fixed and Referenced and to be Levied by the Board**

- a. That the Fiscal Year 2021 Maintenance and Benefit Special Assessment Levies (the "assessment levy") for the assessment upon all the property within the boundaries of the District based upon the special and peculiar benefit received and further based upon reasonable and fair apportionment of the special benefit, shall be in accordance with the attached Exhibit A, which levy represents the amount of District assessments necessary to provide for payment during the aforementioned budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds. Said assessment levy shall be distributed as follows:



General Fund O & M  
Debt Service Fund

\$ [See Assessment Levy Resolution 2020-05]  
\$ [See Assessment Levy Resolution 2020-05]

- b. The designee of the Chair of the Board of Supervisors of the Cedar Hammock Community Development District shall be the Manager or the Treasurer of the District designated to certify the non-ad valorem assessment roll to the Tax Collector in and for the Collier County political subdivision, in accordance with applicable provisions of State law (Chapters 170, 190 and 197, Florida Statutes) and applicable Rules (Rule 12D-18, Florida Administrative Code) which shall include not only the maintenance special assessment levy but also the total for the debt service levy, as required by and pursuant to law.

Introduced, considered favorably, and adopted this 12<sup>th</sup> day of May, 2020.

Cedar Hammock Community Development District

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Norman Day  
Chairman

Attest:

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Justin Faircloth  
Secretary



**6D.**



**RESOLUTION 2020-05**

**A RESOLUTION LEVYING AND IMPOSING A NON AD VALOREM MAINTENANCE AND BENEFIT SPECIAL ASSESSMENT FOR THE CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT FOR FISCAL YEAR 2021**

*Preamble*

WHEREAS, the Cedar Hammock Community Development District owns certain improvements and facilities, and incurs costs of operation, repairs and maintenance; and

WHEREAS, the Board of Supervisors of the Cedar Hammock Community Development District find that the District's total General Fund Operation Assessments, taking into consideration other revenue sources during Fiscal Year 2021, will amount to \$\_\_\_\_\_; and

WHEREAS, the Board of Supervisors of the Cedar Hammock Community Development District finds the District's Debt Service Fund Assessment during Fiscal Year 2021 will amount to \$\_\_\_; and

WHEREAS, the Board of Supervisors of the Cedar Hammock Community Development District finds that the maintenance and benefit non-ad valorem special assessments it levies and imposes by this Resolution for operations, repair and maintenance will reimburse the District for certain special and peculiar benefits received by the property subject to the assessment flowing from the operations, repair and maintenance of the systems, facilities and services provided by the District and are apportioned in a manner that is fair and reasonable, in accordance with the applicable assessment methodology; and

WHEREAS, the District Board understands that this Resolution levies the maintenance and benefit assessments for 2021 and the Chair of the District, or his designee, the District Manager, shall certify a total non-ad valorem assessment roll in a timely manner to the Tax Collector in and for Collier County for collection to include all assessments levied and approved by the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT OF COLLIER COUNTY, FLORIDA;**

Section 1. All the whereas clauses are incorporated herein and are dispositive.

Section 2. A special assessment for maintenance as provided for in Section 190.021(3), Florida Statutes, and a special assessment for the exercise of the District's powers as provided for in Section 190.021(2), Florida Statutes (hereinafter referred to as Assessments) are hereby levied on the platted lots within the District.



Section 3. That the collection and enforcement of the aforesaid Assessments on platted lots shall be by the Tax Collector serving as agent of the State of Florida in Collier County (Tax Collector) and shall be at the same time and in like manner as ad valorem taxes and subject to all ad valorem tax collection and enforcement procedures which attend the use of the official annual tax notice.

Section 4. The levy and imposition of the Assessments on platted lots included in the District will be certified as a total amount on the non-ad valorem assessment roll to the Collier County Tax Collector by the designee of the Chair of the Board on compatible medium no later than 15 September 2020, and shall then be collected by the Tax Collector on the tax notice along with other non-ad valorem assessments from other local governments and with all applicable property taxes to each platted parcel of property.

Section 5. The proceeds therefrom shall be paid to the Cedar Hammock Community Development District.

Section 6. The Chair of the Board of the Cedar Hammock Community Development District designates the District Manager to perform the certification duties.

Section 7. Be it further resolved, that a copy of this Resolution be transmitted to the proper public officials so that its purpose and effect may be carried out in accordance with law.

PASSED AND ADOPTED this 12<sup>th</sup> of May, 2020, by the Board of Supervisors of the Cedar Hammock Community Development District, Collier County, Florida.

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Justin Faircloth  
Secretary

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Norman Day  
Chairman



## **EIGHTH ORDER OF BUSINESS**



**8A**





April 10, 2020

South Florida Water Management District  
Regulation Water Use  
Attn: Mr. Scott Korf  
P.O. Box 24680  
West Palm Beach, Florida 33416-4680

Cardno

5670 Zip Drive  
Fort Myers, FL 33905  
USA

**RE: Cedar Hammock  
SFWMD Permit # 11-01711-W  
Cardno Project # E919050200**

**Phone: +1 239 829 7011  
Fax: +1 239 277 7179**

**[www.cardno.com](http://www.cardno.com)**

Dear Scott:

The monthly water elevation and quality data required for the above referenced permit are enclosed.

Should you have any comments or questions, or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Stephan P. Kohlmeier', written over a light blue horizontal line.

Stephan P. Kohlmeier  
Water Resource Analyst  
for Cardno  
Direct Line: (239) 246-4813  
Email: [stephan.kohlmeier@cardno.com](mailto:stephan.kohlmeier@cardno.com)

SPK/gng

Enc: Quarterly Report of Monitoring Requirements

cc: Justin Faircloth, Inframark  
Todd Legan, Cedar Hammock



## South Florida Water Management District

Confirmation Sent 2020-01-24 07:22:41

### Monitoring Report for Water Use Permit

**Permit Number:** 11-01711-W  
**Submittal Number:** 100294  
**Project Name:** CEDAR HAMMOCK GOLF AND COUNTRY CLUB  
**Issued To:** Cedar Hammock Golf & CC  
**Address:** null  
**City, State, Zip:** nullnullnull  
**Phone / Fax:** 239 304 2898  
**E-mail:**

If you have questions or need assistance, please contact us at [wucompliance@sfwmd.gov](mailto:wucompliance@sfwmd.gov)

**Contact Corrections:** None

**Name of Person Completing the form:** Steve Kohlmeier

**Phone Number:** 239-246-4813

**Date:** 1/24/2020

No	Entity Type	Entity Name	District ID	Date of Data Collection (mm/dd/yyyy)	Chloride	Ground Water Level
1	SOURCE	On-site Lake(s)	100404	01/23/2020	180	N/A
2	WELL	MW-1	258516	01/23/2020	100	6.18
3	WELL	MW-2	258517	01/23/2020	100	4.95
4	WELL	MW-3	258518	01/23/2020	72	5.92
5	WELL	MW-4	258519	01/23/2020	60	5.23
6	WELL	1	30124	01/23/2020	240	N/A
7	WELL	2	30126	01/23/2020	200	N/A
8	WELL	4	30130	01/23/2020	220	N/A
9	WELL	6	30134	01/23/2020	240	N/A

#### Comments:

No	Entity Type	Entity Name	District ID	Reporting Period (mm/dd/yyyy)	Unit Description	Comments
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## South Florida Water Management District

Confirmation Sent 2020-02-24 07:48:28

### Monitoring Report for Water Use Permit

**Permit Number:** 11-01711-W  
**Submittal Number:** 101379  
**Project Name:** CEDAR HAMMOCK GOLF AND COUNTRY CLUB  
**Issued To:** Cedar Hammock Golf & CC  
**Address:** null  
**City, State, Zip:** nullnullnull  
**Phone / Fax:** 239 304 2898  
**E-mail:**

If you have questions or need assistance, please contact us at [wucompliance@sfwmd.gov](mailto:wucompliance@sfwmd.gov)

**Contact Corrections:** None

**Name of Person Completing the form:** Steve Kohlmeier

**Phone Number:** 239-246-4813

**Date:** 2/24/2020

No	Entity Type	Entity Name	District ID	Date of Data Collection (mm/dd/yyyy)	Chloride	Ground Water Level
1	SOURCE	On-site Lake(s)	100404	02/21/2020	160	N/A
2	WELL	MW-1	258516	02/21/2020	90	6.19
3	WELL	MW-2	258517	02/21/2020	76	4.98
4	WELL	MW-3	258518	02/21/2020	70	6.16
5	WELL	MW-4	258519	02/21/2020	60	5.4
6	WELL	1	30124	02/21/2020	160	N/A
7	WELL	2	30126	02/21/2020	180	N/A
8	WELL	4	30130	02/21/2020	180	N/A
9	WELL	6	30134	02/21/2020	180	N/A

#### Comments:

No	Entity Type	Entity Name	District ID	Reporting Period (mm/dd/yyyy)	Unit Description	Comments
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## South Florida Water Management District

Confirmation Sent 2020-03-27 09:14:52

### Monitoring Report for Water Use Permit

**Permit Number:** 11-01711-W  
**Submittal Number:** 102309  
**Project Name:** CEDAR HAMMOCK  
GOLF AND COUNTRY CLUB  
**Issued To:** CEDAR HAMMOCK  
COMMUNITY DEVELOPMENT  
DISTRICT  
**Address:** C/O INFRAMARK  
**City, State, Zip:** FORT  
MYERS FL 33905  
**Phone / Fax:** (239)245-7118  
**E-mail:**  
justin.faircloth@inframark.com

If you have questions or need assistance,  
please contact us at [wucompliance@sfwmd.gov](mailto:wucompliance@sfwmd.gov)

**Contact Corrections:** None

**Name of Person Completing the form:** Steve  
Kohlmeier

**Phone Number:** 239-246-4813

**Date:** 3/27/2020

No	Entity Type	Entity Name	District ID	Date of Data Collection (mm/dd/yyyy)	Chloride	Ground Water Level
1	FACILITY GROUP	Pump Station 1	101079	03/23/2020	148	N/A
2	WELL	MW-1	258516	03/23/2020	92	6.24
3	WELL	MW-2	258517	03/23/2020	78	5.07
4	WELL	MW-3	258518	03/23/2020	74	6.2
5	WELL	MW-4	258519	03/23/2020	68	5.43
6	WELL	1	30124	03/23/2020	160	N/A
7	WELL	2	30126	03/23/2020	200	N/A
8	WELL	4	30130	03/23/2020	186	N/A
9	WELL	6	30134	03/23/2020	200	N/A

#### Comments:

No	Entity Type	Entity Name	District ID	Reporting Period (mm/dd/yyyy)	Unit Description	Comments
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**8B**



## **PROJECT CONSTRUCTION DIARY**

### **CEDAR HAMMOCK GOLF CART BRIDGES**

April 6, 2020 to ???

Owner: Cedar Hammock CDD

Client: Cedar Hammock CDD

Contractor: Artistic Structures

Engineer of Record: Bridging Solutions, LLC

Lead Inspector: Ralph Verrastro, PE

This item has been digitally signed and sealed by Ralph Verrastro, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic documents.

---

We design bridges to fit your site and budget.



**April 6, 2020**

We met with Travis Pritchett with Artistic Structures (AS) and performed a visual inspection of the timber being delivered for the construction of the golf cart bridges and reviewed the delivery tickets. The timber meets the requirements specified in our design plans. The timber is being stored temporarily in the clubhouse parking lot.





## **PROJECT CONSTRUCTION DIARY**

### **CEDAR HAMMOCK ROCK WALLS**

March 2, 2020 to ???

Owner: Cedar Hammock CDD

Client: Cedar Hammock CDD

Contractor: Glase Golf

Engineer of Record: Bridging Solutions, LLC

Lead Inspector: Ralph Verrastro, PE

This item has been digitally signed and sealed by Ralph Verrastro, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic documents.

---

We design bridges to fit your site and budget.



**March 2, 2020**

We attended a construction meeting at the project site on hole #17 with representatives from Banks Engineering, Kipp Shculties Golf Design Inc, Glase Golf and Artistic Structures Inc. to discuss the logistics of the project moving forward. Artistic Structures is a subcontractor to Glase Golf for the installation of the rock walls. We will coordinate with Travis Pritchett from Artistic Structures, Inc. during construction of the rock walls. Glase Golf was in the process of removing the timber walls and installing fill to form the shelf for the rock walls. The material was being mined out of a portion of the adjacent lake bank. The material was a mixture of sand and rock that was being used to create the shelf.





**March 16, 2020**

We met with Travis Pritchett with Artistic Structures (AS) and performed a visual inspection of the construction of the rock walls at hole #17. They were in the process of placing the first layer of rock for this wall which will need to be approximately 5 feet tall. The rocks vary in size and are approximately 45" wide at the base which is in accordance with our design plans. The rocks are being placed as close together as possible on top of a layer of #57 stone that was placed on top of 2 layers of FDOT Type D-2 geotextile. One layer of geotextile ends near the back of the wall and the other layer extends up on the embankment that will serve as siltation barrier between the embankment and drainage layer of stone behind the wall. AS will install small broken sections of rock or #57 stone in the larger gaps between the stones prior to installing a third layer of geotextile immediately behind the wall. The third layer will of geotextile will be installed behind the wall with enough slack to allow pushing it into the gaps between the stones to prevent the geotextile from spanning the gaps.





**March 20, 2020**

We met with Travis Pritchett with Artistic Structures (AS) and performed a visual inspection of the construction of the rock walls at hole #17. They were in the process of placing the second layer of rock for this wall. The maximum height of the rock is approximately 36" and these first two layers have no setback. AS is planning to install a total of four layers of rock which will reach a height of 5' to 5'-6".





**March 27, 2020**

We met with Travis Pritchett with Artistic Structures (AS) and performed a visual inspection of the construction of the rock walls at hole #17. AS completed the placement of stones in between voids in the rock layers on the back face of the wall. They were in the process of placing the #57 stone drainage layer between the rock layers and the geotextile fabric at the back of the wall. The rock wall is complete and has 4 layers, the maximum height of the rock wall varies between 5'-0" and 5'-6" and the setback batter varies between 4" and 6" which is close agreement with the design plans.





**April 7, 2020**

We met with Travis Pritchett with Artistic Structures (AS) and performed a visual inspection of the construction of the rock walls at hole #17 and hole #4. The construction for hole #17 is substantially complete and in accordance with our design plans. They were in the process of placing the first layer of rock for hole #4. The rocks vary in size and are approximately 45" wide at the base and 14" high which is in accordance with our design plans. The rocks are being placed as close together as possible on top of a layer of #57 stone that was placed on top of 2 layers of FDOT Type D-2 geotextile. One layer of geotextile ends near the back of the wall and the other layer extends up on the embankment that will serve as siltation barrier between the embankment and drainage layer of stone behind the wall.



*Hole #17*





*Hole #4*



*Hole #4*



*Hole #4*



## **Ninth Order of Business**



**9A.**



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

The regular meeting of the Board of Supervisors of the Cedar Hammock Community Development District was held Monday, March 9, 2020 at 2:00 p.m. at the Cedar Hammock Clubhouse, located at 8660 Cedar Hammock Boulevard, Naples, Florida.

Present and constituting a quorum were:

Norman Day	Chairman
Quentin Greeley	Vice Chairman
Gene Bolton	Assistant Secretary
John Martino	Assistant Secretary
Fred Bally	Assistant Secretary

Also present were:

Justin Faircloth	District Manager
Sam Marshall	District Engineer
Jim Kurtzeborn	Cedar Hammock Golf & Country Club
Todd Legan	Cedar Hammock Golf & Country Club
Residents	

*The following is a summary of the discussions and actions taken at the March 9, 2020 Cedar Hammock Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Approval of Agenda**

Mr. Faircloth presented the Agenda for the meeting, and the following amendments were requested:

- Handouts were provided regarding the Bulkhead/Bridge Repair/Replacement Project Accounting Schedule, Project Management Tracking Sheet, Fiscal Year



2021 Proposed Budget Version 3, Facilities Operation and Maintenance Memorandum of Agreement Between the District and Cedar Hammock Golf & Country Club dated April 22, 2018, and the email and proposal from Jacob Chase of PMI dated August 6, 2018 regarding roadway damage on Cedar Hammock Circle.

- The Agenda was amended to include the additional documents noted above, along with the February 13, and February 21, 2020 CDD Meeting Minutes.

On MOTION by Mr. Greeley, seconded by Mr. Martino, with all in favor, the Agenda for the Meeting was approved as amended.

### **THIRD ORDER OF BUSINESS**

#### **Public Comments on Agenda Items**

Hearing no comments from the public, the next order of business followed.

### **FOURTH ORDER OF BUSINESS**

#### **Old Business**

#### **A. Bulkhead & Bridge Repair/Replacement Project Update**

- Hole 17 will be open for member guests only.
- Palm Trees will have to be removed from Hole 4, but will be replanted. The process was discussed.
- Mr. Faircloth discussed the expenditures associated with this project.
- Change Orders were addressed.
- Mr. Schulties will provide updates to the Board at upcoming meetings.

On MOTION by Mr. Day, seconded by Mr. Greeley, with all in favor, retainage on bonding/permitting regarding the bulkhead/bridge repair/replacement project shall not be withheld.

- The Board requested KSGDI provide a weekly update on the project, including updates to the project accounting schedule and dates when they will be on site.
- Littoral planting was discussed.
- The \$250 SFWMD permit fee for the project was decreased to \$100.
- B. South Florida Water Management District Water Use Permit Renewal**
  - The renewal is for 20 years.
  - Recalibrations must be done every five years with this permit.



- The lakes may not be artificially elevated.
- Wetland monitoring was removed from this permit.
- The preserves will continue to be monitored.
- Inspections will now be done on a random basis.
- The Board requested the engineer review the data submitted to SFWMD by Cardno and verify all information/map presented to the District are correct.

## **FIFTH ORDER OF BUSINESS**

### **New Business**

#### **A. Distribution of the Proposed Budget for Fiscal Year 2021 and Consideration of Resolution 2020-01, Approving the Budget and Setting the Public Hearing**

- Version Three has the change the Board requested for a \$196.67 overall increase.
- The bridge/bulkhead project was addressed in this regard.
- The possibility of a Reserve Study was discussed.
- Mr. Faircloth discussed the budget timeline.
- The loan was discussed. The loan may be paid off at any time. The rate is 3.35%.
- The date of the Public Hearing will be changed from May 11, 2020 to May 12, 2020 at 2:00 p.m.

Mr. Greeley MOVED to adopt Resolution 2020-01, approving Version 3 of the Budget for Fiscal Year 2021, and Setting a Public Hearing thereon pursuant to Florida Law, to be held Tuesday, May 12, 2020 at 2:00 p.m. at the Cedar Hammock Clubhouse, located at 8660 Cedar Hammock Boulevard, Naples, Florida, and Mr. Bally seconded the motion.

- This version of the budget was not presented in the original agenda package.
- The reserve line item for roads was changed from \$130,500 to \$100,000.

There being no comments from the audience,

On VOICE vote, with all in favor, the prior motion was approved.

#### **B. Cedar Hammock Golf & Country Club Reimbursement Request**

- The reimbursement is for \$2,575 for work they did on the cart paths, bulkheads and other areas.



- Public funds cannot be spent on private property, and this property belongs to the Association.
- The CDD owns the lakes within the stormwater system, as well as the stormwater piping and roadways. The CDD is responsible for the bulkheads on the lakes.
- The CDD is not responsible for the repairs associated with this request. Mr. Faircloth explained exactly what he understands the CDD is responsible regarding this request.
- Any property belonging to the CDD was funded with bond funds.
- The District Engineer can determine which bulkheads are the CDD's responsibility.
- The CDD is responsible for the Preserves.
- The Board would like the District Engineer to prepare a list of items the CDD owns.
- Mr. Marshall was asked to investigate the irrigation as well.
- This item was tabled until such time as the District Engineer determines the CDD's assets.

#### **SIXTH ORDER OF BUSINESS**

#### **Attorney's Report**

- Cedar Hammock Circle damages were discussed. The roadways were utilized without the CDD's permission and the contractor damaged the recently repaved roadway with their equipment and storage of the roofing repair materials. The attorney proceeded with pursuing this with Tekram Services, but has not heard back from them. The next step would be to file a lawsuit.
- The Board requested the attorney send a letter to the Club regarding a couple of items.
- It was requested the CDD be listed as an additional insured on all vendor policies which may impact the CDD's roadways. Another letter will be sent to each HOA President and Master Board in this regard.

#### **SEVENTH ORDER OF BUSINESS**

#### **Engineer's Report**

There being no report, the next order of business followed.



**EIGHTH ORDER OF BUSINESS**

**Manager's Report**

**A. Approval of the Minutes**

**i. February 10, 2020 Meeting**

Mr. Faircloth stated each Board member received a copy of the Minutes of the February 10, 2020 Meeting, and requested any additions, corrections or deletions.

There being none,

On MOTION by Mr. Day, seconded by Mr. Martino, with all in favor, the Minutes of the February 10, 2020 Meeting were approved.

**ii. February 13, 2020 Continued Meeting**

Mr. Faircloth stated each Board member received a copy of the Minutes of the February 13, 2020 Meeting, and requested any additions, corrections or deletions.

There being none,

On MOTION by Mr. Day, seconded by Mr. Greeley, with all in favor, the Minutes of the February 13, 2020 Continued Meeting were approved.

**iii. February 21, 2020 Continued Meeting**

Mr. Faircloth stated each Board member received a copy of the Minutes of the February 21, 2020 Continued Meeting, and requested any additions, corrections or deletions.

There being none,

On MOTION by Mr. Greeley, seconded by Mr. Bolton, with all in favor, the Minutes of the February 21, 2020 Continued Meeting were approved.

**B. Acceptance of the Financials**

**i. Project Tracking Forms**

Mr. Faircloth presented the January 31, 2020 Financial Statements for the Board's review and approval.

- Tax collections were addressed. As of January 17, 2020 the District was 93% collected. More funds were likely received in February.

On MOTION by Mr. Bally, seconded by Mr. Bolton, with all in favor, the Financials were accepted.



**C. Acceptance of the FY 2019 Financial Audit Report**

**i. Audit Letter from Berger, Toombs, Elam, Gaines & Frank**

Mr. Faircloth presented the Fiscal Year 2019 Financial Audit Report for the Board's discussion and acceptance.

- The Audit was reviewed and noted that it was favorable for the District.

On MOTION by Mr. Bolton, seconded by Mr. Day, with all in favor, the Audit for the Fiscal Year ended September 30, 2019 was accepted.

**D. Follow Up Items**

**i. Total Asphalt Roadway Inquiry**

- The loan has been assigned.
- All required documentation has been received.
- Payments are currently being processed.

Other follow up items were addressed.

- Grates will be installed. The Carp will be placed after. Certain lakes will be impacted.
- The Board decided not to have the dumpster damages on Wax Myrtle repaired at this time until future roadway projects are considered.
- The Board discussed pursuit of litigation against Tekram Services.

On MOTION by Mr. Day, seconded by Mr. Martino, with all in favor, the District shall not pursue litigation against Tekram Services at this time.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

- Mr. Day indicated the progress on the bulkheads and bridges should be evaluated in the next two weeks, and determine whether to insist on hauling in fill. This project must be complete in a timely manner. A lengthy discussion ensued. Mr. Schulties has the authority to order the fill when he believes it is necessary, but he should be told that time is of the essence. Everything appears to be in place for Mr. Schulties to take action. Board approval is not necessary.



- Mr. Bally would like more information regarding the bulkhead project. Mr. Faircloth suggested Mr. Schulties be directed to give an update on a weekly basis. The Board suggested a weekly email synopsis.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

Audience members commented on the following items:

- The schedules for different projects. The club is in contact with Mr. Schulties.
- Utilizing old roof tiles for fill was addressed.
- Closure of the back gate was discussed. The roadway shall remain open. Mr. Faircloth recommended Glase Construction ensure there are flagmen at the gates.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Greeley MOVED to continue this meeting to Monday, March 23, 2020 at 2:00 p.m. at the Cedar Hammock Clubhouse, located at 8660 Cedar Hammock Boulevard, Naples, Florida, and Mr. Bally seconded the motion.

- The meeting may be cancelled if necessary.

There being no further discussion,

On VOICE vote, with Mr. Day, Mr. Greeley, Mr. Bolton and Mr. Bally voting aye, and Mr. Martino voting nay, the prior motion was approved.

---

Justin Faircloth  
Secretary

---

Norman Day  
Chairman



**9B.**



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

The meeting of the Board of Supervisors of the Cedar Hammock Community Development District held on Monday, March 9, 2020 at 2:00 p.m. was reconvened on Monday, March 23, 2020 at 2 p.m. at the Cedar Hammock Clubhouse, 8660 Cedar Hammock Boulevard, Naples, Florida.

Present and constituting a quorum were:

Norman Day	Chairman
Quentin Greeley	Vice Chairman
Gene Bolton	Assistant Secretary
Fred Bally	Assistant Secretary

*The following is a summary of the discussions and actions taken at the March 9, 2020 Cedar Hammock Board of Supervisors continued meeting.*

**Meeting Schedules**

Mr. Day reported a discussion he had with Justin Faircloth, District Manager regarding future meetings of the CDD Board given the governmental limitations imposed on group meetings as a result of the Coronavirus. The Governor has temporarily modified the “Sunshine Law” to allow a quorum to be established via video or teleconference rather than physical presence. Advertising of any such meetings will have to be modified accordingly. The current meeting scheduled for April 13, 2020 will proceed, subject to any further developments with the Coronavirus. In any event, Mr. Day noted that the Board has already tentatively approved the FY 2021 Budget and the May 12, 2020 public hearing to review that budget will be advertised as scheduled, once again subject to any governmental requirements regarding the Coronavirus.



## **Bulkhead & Bridges Repair/Replacement Update**

Travis Pritchard from Artistic Structures is ready to set the 4<sup>th</sup> and final row of capstone rocks on Hole #17 this week and get the filter cloth in place for Glase Golf to then fill in behind the wall with crushed stone, then fill and grade that area. By Friday, March 27, 2020 Hole #4 should be prepped for Artistic Structures to start the bulkhead wall on Monday, March 30, 2020. Kipp Shulties will be onsite tomorrow to review work and provide update as to progress. He is keeping track of expenditures based on original contract budget. It appears that the project is currently ahead of schedule. The irrigation is in place on Hole #4 to keep the green watered.

## **2021 Budget**

General discussion regarding potential Club assessment for impact of Coronavirus to cover Club expenses and loss of revenue regarding closing of course for Bulkhead Project. Mr. Day suggested that we review CDD maintenance budget carefully to try to keep the lid on costs for 2021 to limit increase, given impact of loss of revenue for Club via Coronavirus/Bulkheads.

## **Cedar Hammock Golf & Country Club Reimbursement Request**

General discussion regarding the maintenance responsibility of CDD for its assets. Mr. Day has requested from Sam Marshall a specific list of CDD assets based on original 1999/2000 development documentation. In the meantime, based on District Manager's Field Maintenance Report dated October 25, 2019 regarding the cart path on #2 , Tee Box #8 and Tee Box #13 the Club's maintenance department proceeded to remove vegetation growing out of bulkheads on cart path #2, Tee Box #8, pressure treated and sealed the same and has requested it be reimbursed \$1800 for that work as well as an additional \$775 for authorizing Artistic Structures to remove and replace deteriorating wood on top cap of the bulkhead wall on Tee #13 for a total of \$2575. Although it is unclear whether those walls are the responsibility of the CDD, clearly the Golf Club proceeded with the repairs based on the recent CDD Field Manager's Report and it's appropriate that the Club be reimbursed. **Upon motion by Mr. Greeley,**



**seconded by Mr. Bally, it was unanimously voted to reimburse the Cedar Hammock Golf & Country Club the sum of \$2,575 for Maintenance Expenses as presented, based on the CDD Field Manager's Report of October 25, 2019.**

The next Meeting is scheduled for 2 p.m. Monday, April 13, 2020.

There being no further business, upon motion by Mr. Greeley, seconded by Mr. Bolton, **the Board voted to adjourn the Meeting at 2:55 p.m.**

---

Secretary

---

Chairman/Vice-Chairman



**9C.**



**CEDAR HAMMOCK**  
**Community Development District**

**Financial Report**

*March 31, 2020*

**Prepared by:**





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**CEDAR HAMMOCK**  
**Community Development District**

**Financial Statements**

(Unaudited)

*March 31, 2020*



**Balance Sheet**  
March 31, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>GF- BULKHEAD AND BRIDGE RESTORATION FUND</b>	<b>TOTAL</b>
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 1,636,530	\$ -	\$ 1,636,530
Due From Other Funds	-	655,399	655,399
Investments:			
Money Market Account	214,591	-	214,591
Deposits	1,359	-	1,359
<b>TOTAL ASSETS</b>	<b>\$ 1,852,480</b>	<b>\$ 655,399</b>	<b>\$ 2,507,879</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 92,321	\$ 143,273	\$ 235,594
Due To Other Funds	655,399	-	655,399
<b>TOTAL LIABILITIES</b>	<b>747,720</b>	<b>143,273</b>	<b>890,993</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Deposits	1,359	-	1,359
<b>Assigned to:</b>			
Operating Reserves	43,617	-	43,617
Reserves - Bridges	119,036	-	119,036
Reserves - Bulkheads	355,610	-	355,610
Reserves - Lakes	47,153	-	47,153
<b>Unassigned:</b>	537,985	512,126	1,050,111
<b>TOTAL FUND BALANCES</b>	<b>\$ 1,104,760</b>	<b>\$ 512,126</b>	<b>\$ 1,616,886</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,852,480</b>	<b>\$ 655,399</b>	<b>\$ 2,507,879</b>



## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 10,088	\$ 5,124	\$ 11,753	\$ 6,629
Hurricane Irma FEMA Refund	-	-	1,082	1,082
Interest - Tax Collector	-	-	740	740
Special Assmnts- Tax Collector	158,454	153,079	151,825	(1,254)
Special Assmnts- Other	281,622	272,008	271,546	(462)
Special Assmnts- Discounts	(17,603)	(17,003)	(16,140)	863
<b>TOTAL REVENUES</b>	<b>432,561</b>	<b>413,208</b>	<b>420,806</b>	<b>7,598</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
ProfServ-Engineering	30,000	15,000	19,648	(4,648)
ProfServ-Legal Services	4,249	2,125	12,130	(10,005)
ProfServ-Mgmt Consulting Serv	39,555	19,777	20,215	(438)
ProfServ-Property Appraiser	6,601	6,601	5,693	908
ProfServ-Special Assessment	3,029	3,029	13,029	(10,000)
ProfServ-Web Site Maintenance	676	338	282	56
Auditing Services	5,000	-	5,000	(5,000)
Postage and Freight	900	450	205	245
Insurance - General Liability	7,700	7,700	7,200	500
Printing and Binding	2,379	1,110	506	604
Legal Advertising	2,394	1,197	1,057	140
Misc-Bank Charges	700	350	-	350
Misc-Assessmnt Collection Cost	8,802	8,502	8,049	453
Misc-Web Hosting	246	246	2,510	(2,264)
Office Supplies	400	200	-	200
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>112,806</b>	<b>66,800</b>	<b>95,699</b>	<b>(28,899)</b>



## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>Field</b>				
ProfServ-Field Management	1,585	793	10,105	(9,312)
Contracts-Water Mgmt Services	7,200	3,600	3,000	600
Utility - Cameras	1,268	634	653	(19)
Electricity - Wells	3,000	1,500	2,690	(1,190)
Electricity - Aerator	2,000	1,000	893	107
R&M-Lake	3,000	1,500	-	1,500
R&M-Plant Replacement	3,015	1,508	-	1,508
R&M Bulkheads	8,000	4,000	4,000	-
R&M - Bridges & Cart Paths	8,000	4,000	-	4,000
Misc-Contingency	12,243	6,122	7,354	(1,232)
Capital Outlay	9,944	4,972	-	4,972
Reserve - Bridges	35,000	35,000	-	35,000
Reserve - Bulkheads	95,500	95,500	38,968	56,532
Reserve - Lakes	25,000	25,000	18,625	6,375
Reserve - Roadways	105,000	105,000	-	105,000
<b>Total Field</b>	<b>319,755</b>	<b>290,129</b>	<b>86,288</b>	<b>203,841</b>
<b>TOTAL EXPENDITURES</b>	<b>432,561</b>	<b>356,929</b>	<b>181,987</b>	<b>174,942</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	56,279	238,819	182,540
Net change in fund balance	\$ -	\$ 56,279	\$ 238,819	\$ 182,540
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>865,941</b>	<b>865,941</b>	<b>865,941</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 865,941</b>	<b>\$ 922,220</b>	<b>\$ 1,104,760</b>	



## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	1,166,613	1,126,785	1,124,871	(1,914)
Special Assmnts- Discounts	(46,665)	(45,071)	(42,882)	2,189
<b>TOTAL REVENUES</b>	<b>1,119,948</b>	<b>1,081,714</b>	<b>1,081,989</b>	<b>275</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
ProfServ-Property Appraiser	17,499	17,499	-	17,499
Misc-Assessmnt Collection Cost	23,332	22,534	21,385	1,149
<b>Total Administration</b>	<b>40,831</b>	<b>40,033</b>	<b>21,385</b>	<b>18,648</b>
<b>Field</b>				
Capital Outlay - Bulkheads	1,079,117	539,558	548,478	(8,920)
<b>Total Field</b>	<b>1,079,117</b>	<b>539,558</b>	<b>548,478</b>	<b>(8,920)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,119,948</b>	<b>579,591</b>	<b>569,863</b>	<b>9,728</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	502,123	512,126	10,003
Net change in fund balance	\$ -	\$ 502,123	\$ 512,126	\$ 10,003
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ 502,123</b>	<b>\$ 512,126</b>	



**CEDAR HAMMOCK**  
**Community Development District**

**Supporting Schedules**

*March 31, 2020*



**Non-Ad Valorem Special Assessments  
(Collier County Tax Collector - Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2020**

					ALLOCATION		
Date Received	Net Amount Received	(Discount) Amount	Commission Amount	Amount Received	General Fund 001 Assessments	Reserve Study Assessments	Bulkhead/Bridge Restoration Fund Assessments
Assessments Levied For FY 2020				\$ 1,605,694.37	\$ 157,459	\$ 281,622	\$ 1,166,613
Allocation %				100%	10%	18%	73%
10/31/19	\$ 9,032	\$ 516	\$ 184	\$ 9,732.32	\$ 954	\$ 1,707	\$ 7,071
11/15/19	143,690	6,109	2,932	152,732	14,977	26,788	110,967
11/26/19	429,180	18,247	8,759	456,186	44,735	80,010	331,441
12/13/19	714,885	30,166	14,589	759,640	74,492	133,233	551,914
12/27/19	38,927	1,229	794	40,950	4,016	7,182	29,752
01/17/20	63,926	1,810	1,305	67,040	6,574	11,758	48,708
02/20/20	42,520	824	868	44,212	4,336	7,754	32,122
03/23/20	17,626	121	2	17,749	1,741	3,113	12,896
<b>TOTAL</b>	<b>\$ 1,459,786</b>	<b>\$ 59,021</b>	<b>\$ 29,434</b>	<b>\$ 1,548,242</b>	<b>\$ 151,825</b>	<b>\$ 271,546</b>	<b>\$ 1,124,871</b>
% COLLECTED					96%	96%	96%
<b>TOTAL OUTSTANDING</b>					<b>\$ 57,453</b>	<b>\$ 10,076</b>	<b>\$ 41,742</b>



**Cash and Investment Report***March 31, 2020***General Fund**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Valley National Bank	Gov't Interest Checking	n/a	1.33%	1,636,530
Money Market Account	BankUnited	Public Funds MMA	n/a	0.45%	<u>214,591</u>
				<b>Total</b>	<b><u><u>\$ 1,851,120</u></u></b>



**Cedar Hammock CDD**

## Bank Reconciliation

**Bank Account No.** 2555 Valley National Bank GF  
**Statement No.** 03-20  
**Statement Date** 3/31/2020

<b>G/L Balance (LCY)</b>	1,636,529.71	<b>Statement Balance</b>	1,770,505.91
<b>G/L Balance</b>	1,636,529.71	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	1,770,505.91
<b>Subtotal</b>	1,636,529.71	<b>Outstanding Checks</b>	133,976.20
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	1,636,529.71	<b>Ending Balance</b>	1,636,529.71
<b>Difference</b>	0.00		

<b>Posting Date</b>	<b>Document Type</b>	<b>Document No.</b>	<b>Description</b>	<b>Amount</b>	<b>Cleared Amount</b>	<b>Difference</b>
<b>Outstanding Checks</b>						
3/26/2020	Payment	2419	CARDNO ENTRIX	600.00	0.00	600.00
3/26/2020	Payment	2420	GLASE GOLF, INC	133,376.20	0.00	133,376.20
<b>Total Outstanding Checks.....</b>				<b>133,976.20</b>		<b>133,976.20</b>



**CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund  
For the Period from 3/1/2020 to 3/31/2020  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	2409	03/02/20	INFRAMARK, LLC	48960	2/2020 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,296.33
001	2409	03/02/20	INFRAMARK, LLC	48960	2/2020 MANAGEMENT FEES	ProfServ-Field Management	531016-53901	\$132.08
001	2409	03/02/20	INFRAMARK, LLC	48960	2/2020 MANAGEMENT FEES	ProfServ-Field Management	531016-53901	\$4,156.25
001	2409	03/02/20	INFRAMARK, LLC	48960	2/2020 MANAGEMENT FEES	Printing and Binding	547001-51301	\$89.25
001	2409	03/02/20	INFRAMARK, LLC	48960	2/2020 MANAGEMENT FEES	ProfServ-Web Site Maintenance	531094-51301	\$56.33
001	2411	03/04/20	BANKS ENGINEERING INC	1263CDD-89	ENGINEERING SERVICE 1/2020	ProfServ-Engineering	531013-51501	\$6,122.50
001	2411	03/04/20	BANKS ENGINEERING INC	1263CDD-89	ENGINEERING SERVICE 1/2020	Capital Outlay Bulkhead and Bridges	564044-53901	\$350.02
001	2413	03/11/20	BERGER, TOOMBS, ELAM & FRANK	348138	AUDIT SERVICE FY9/30/19	Auditing Services	532002-51301	\$5,000.00
001	2414	03/11/20	DANIEL H. COX, P.A.	10949	GENERAL COUNSEL 2/2020	ProfServ-Legal Services	531023-51401	\$147.75
001	2415	03/11/20	INNERSYNC STUDIO LTD	18310	ADA COMPLIANT WEBSITE	Misc-Web Hosting	549915-51301	\$388.13
001	2417	03/17/20	COMCAST BUSINESS	84299-030620	ACCT# 8535 10 023 1084299 3/19-4/18/2020	Utility - Cameras	543029-53901	\$109.64
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,296.33
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	ProfServ-Field Management	531016-53901	\$132.08
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	ProfServ-Field Management	531016-53901	\$1,656.25
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	Postage and Freight	541006-51301	\$10.00
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	Printing and Binding	547001-51301	\$244.95
001	2418	03/17/20	INFRAMARK, LLC	49735	3/2020 MANAGEMENT FEES	ProfServ-Web Site Maintenance	531094-51301	\$56.33
001	2419	03/26/20	CARDNO ENTRIX	289274	PROFESSIONAL SERVICE THRU 2/28/2020	Contracts-Water Mgmt Services	534047-53901	\$600.00
001	DD0080	03/21/20	FPL - ACH	030320 ACH	SERVICE FOR 2/3-3/3/2020	Electricity - Wells	543050-53901	\$95.44
001	DD0081	03/14/20	FPL - ACH	03.14.2020 ACH	SERVICE FOR 2/3-3/3/2020	Electricity - Aerator	543051-53901	\$59.42
001	DD0082	03/23/20	FPL - ACH	03.23.2020 ACH	SERVICE FOR 2/3-3/3/2020	Electricity - Aerator	543051-53901	\$30.74
001	DD0082	03/23/20	FPL - ACH	03.23.2020 ACH	SERVICE FOR 2/3-3/3/2020	Electricity - Wells	543050-53901	\$98.38
<b>Fund Total</b>								<b>\$26,128.20</b>

**GF- BULKHEAD AND BRIDGE RESTORATION FUND - 002**

002	2410	03/04/20	ARTISTIC STRUCTURES INC	1	A.S. CONTRACT PAY APPLICATION FOR BRIDGE REPLACEME	Capital Outlay Bulkhead and Bridges	564044-53901	\$9,512.10
002	2412	03/04/20	KIPP SCHULTIES GOLF DESIGN, INC.	ONSULTING INVOICE #1	CONSULTING INVOICE# 1	Capital Outlay Bulkhead and Bridges	564044-53901	\$5,582.93
002	2416	03/11/20	GLASE GOLF, INC	1	CONSULTING INVOICE CEDAR HAMMOCK ROCK WALLS	Capital Outlay Bulkhead and Bridges	564044-53901	\$165,987.63
002	2420	03/26/20	GLASE GOLF, INC	APP-2	CONSULTING INVOICE CEDAR HAMMOCK ROCK WALLS	Capital Outlay Bulkhead and Bridges	564044-53901	\$133,376.20
<b>Fund Total</b>								<b>\$314,458.86</b>

<b>Total Checks Paid</b>	<b>\$340,587.06</b>
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9Ci



PROJECT	DATE APPROVED	AMOUNT APPROVED	ACTUAL COST	UNDER / OVER BUDGET	STATUS	NOTES Agenda Page #115
LWM Bathymetric Survey Lakes 1, 2, 3, 11, & 16	9/26/2019	5,000.00	5,000.00	● -	Completed	sent documents to C.S. on 10/31/19 waiting on LWM to complete the survey.
RTS Irrigation Consulting	9/26/2019	8,000.00	4,250.00	● (3,750.00)	In Progress	NTE amount. Sent to C.S. on 11/25/19.
Campus Suite Website Remediation	12/4/2019	1,512.30	1,512.30	● -	Completed	sent documents to C.S. on 12/16/19.
BS Cap Rock Con-Insp-Admin	12/9/2019	34,860.00	8,272.00	● (26,588.00)	In Progress	sent documents to CS. on 12/16/19
A.S. Bridge Replacement #9 & #18, wear decking installed on #17	1/17/2020	372,023.10	12,223.00	● (359,800.10)	In Progress	sent documents to C.S. on 3/1/20 - initial contract amount was \$352,300 - Chg Order #1 \$18,138.10 approved on 2/25/20
KSGDI Continued Design, Construction Coordination & Project Accounting	1/17/2020	96,500.00	44,118.51	● (52,381.49)	In Progress	sent documents to CS. on 1/23/20 - requested COI for CDD & Club on 1/24/20 - sent revised contract with COI to C.S. 1/24/20
Glase Golf Bridge & Bulkhead Repairs & Replacement	1/17/2020	2,367,530.45	639,348.01	● (1,728,182.44)	In Progress	Change order in the amount of \$40,842 approved by the Board on 1/20/20. Including the cost of \$18,170 for a new pipe arch. Sent contract to C.S. on 3/3/20. Change order #2 \$1,800 received 3/10/20. Change order #3 \$6,790 received 3/12/20. Change order #4 \$10,560 received 4/8/20.
Contech	1/20/2020	90,850.00	90,395.75	● (454.25)	Completed	sent documents to C.S. on 2/7/20 - waiting on signed addendum from Contech. Sent fully executed contract with addendum on 3.25.20 to C.S.
Action Door & Gate - Entry Gates/Operators replacement	3/27/2020	16,500.00	-	● (16,500.00)	In Progress	sent documents to C.S. on 3/30/20 & emailed documents to Allstate.
A Quality Plant, Inc.	4/14/2020	8,000.00	8,000.00	● -	In Progress	sent document to C.S. & Board on 4/20/20
			-	● -		
Total		3,738,330.58	1,547,450.61	(2,190,879.97)		

Totals for Projects Shown

3,000,775.85      813,119.57      (2,187,656.28)



Cedar Hammock Bridge/Bulkhead Repair/Replacement Project Cost Input

PROJECT	INVOICE #	INVOICE DATE	VENDOR	DESCRIPTION	AMOUNT PAID	GL ACCOUNT
KSGDI Contract	1	8/12/2019	KSGDI	progress payment	6,750.00	Field - Reserve - Bulkheads
KSGDI Contract	2	10/2/2019	KSGDI	progress payment with \$510.02 in reimbursable expenses	13,010.02	Field - Reserve - Bulkheads
KSGDI Contract	3	1/3/2020	KSGDI	progress payment	8,844.76	Field - Reserve - Bulkheads
KSGDI Contract	4	1/4/2020	KSGDI	progress payment	5,581.50	Field - Reserve - Bulkheads
Permitting	011020-Permit	1/10/2020	Board of County Commissioner	final payment	20,295.49	Field - Reserve - Lakes
BS Cap Rock Retaining Wall Contract	469	10/18/2019	Bridging Solutions	progress payment	3,038.00	Field - Reserve - Bulkheads
RTS Irrigation Consulting	11017	10/30/2019	Ragan Technical Solutions, Inc.	progress payment	4,000.00	Field - R&M Bulkheads
BS Cap Rock Retaining Wall Contract	486	12/16/2019	Bridging Solutions	final payment	1,208.00	Field - Reserve - Bulkheads
LWM Bathymetric Survey Lakes 1,2,3,11, & 16	7546	1/9/2020	Lake & Wetland Management	final payment	5,000.00	Field - Reserve - Lakes
Valley National Loan Closing Costs	Check Request	2/7/2020	Dan Cox	final payment	6,500.00	Field - Reserve - Lakes
Valley National Loan Closing Costs	Check Request	2/7/2020	Dentons Cohen & Grigsby PC	final payment	6,000.00	Field - Reserve - Lakes
Valley National Loan Closing Costs	Check Request	2/7/2020	Valley National	final payment	7,625.00	Field - Reserve - Lakes
Artistic Structures	1	3/2/2020	Artistic Structures, Inc.	progress payment	9,512.00	Field - Capital Outlay - Bulkhead and Bridges
KSGDI Design & Coordination	1	3/2/2020	KSGDI	progress payment	5,582.93	Field - Capital Outlay - Bulkhead and Bridges
Glase Golf, Inc.	1	3/3/2020	Glase Golf, Inc.	progress payment	165,987.63	Field - Capital Outlay - Bulkhead and Bridges
Permitting	1263CDD-89	1/31/2020	Banks Engineering	Additional County Fire Review Fee	100.02	Field - Capital Outlay - Bulkhead and Bridges
Permitting	1263CDD-89	1/31/2020	Banks Engineering	SFWMD FEE - Credit will be issued of \$150 on next invoice	250.00	Field - Capital Outlay - Bulkhead and Bridges
Glase Golf, Inc.	2	3/14/2020	Glase Golf, Inc.	progress payment	133,376.20	Field - Capital Outlay - Bulkhead and Bridges
Banks Engineering	1263CDD-90	3/18/2020	Banks Engineering	Permit pan presentation, County & SFWMD Permitting, Cross Section of Culver Land Bndas	5,301.75	Field - Capital Outlay - Bulkhead and Bridges
KSGDI Design & Coordination	2	3/30/2020	KSGDI	progress payment with reimbursements	19,147.51	Field - Capital Outlay - Bulkhead and Bridges
Contech Pipe Arches	20162934	3/30/2020	Contech	final payment	90,395.75	Field - Capital Outlay - Bulkhead and Bridges
BS Cap Rock Con-Ins-Admin	511	4/7/2020	Bridging Solutions	progress payment	8,272.00	Field - Capital Outlay - Bulkhead and Bridges
Artistic Structures	2	4/8/2020	Artistic Structures, Inc.	progress payment	2,711.00	Field - Capital Outlay - Bulkhead and Bridges
Glase Golf, Inc.	3	4/8/2020	Glase Golf, Inc.	progress payment	132,061.68	Field - Capital Outlay - Bulkhead and Bridges
A Quality Plant, Inc.	2076A	4/14/2020	A Quality Plant, Inc.	deposit payment	2,666.67	Field - Capital Outlay - Bulkhead and Bridges
Banks Engineering	1263CDD-91	4/16/2020	Banks Engineering	progress payment with reimbursements	5,909.50	Field - Capital Outlay - Bulkhead and Bridges
A Quality Plant, Inc.	2076B	4/14/2020	A Quality Plant, Inc.	final payment	5,333.33	Field - Capital Outlay - Bulkhead and Bridges
RTS Irrigation Consulting	11127	4/28/2020	Ragan Technical Solutions, Inc.	progress payment	250.00	Field - Capital Outlay - Bulkhead and Bridges
Glase Golf, Inc.	4	4/28/2020	Glase Golf, Inc.	progress payment	207,922.50	Field - Capital Outlay - Bulkhead and Bridges
KSGDI Contract	3	5/4/2020	KSGDI	progress payment	19,388.07	Field - Capital Outlay - Bulkhead and Bridges

\$902,021.31

\$1,079,117.00 Special Assesment Funds  
 \$260,500.00 Other FY2020 Budget Funds: Reserve - Bridges\$35K, Reserve - Bulkheads\$95.5K, Reserve - Lakes\$25K, Reserve - Roadways\$10K moved to Reserve - Bulkheads at the 1/10/19 meeting  
 \$229,725.00 Reserve Roadways Funds as of 11/30/19  
 \$47,153.00 Reserve Lakes Funds as of 11/30/19  
 \$119,036.00 Reserve Bridges Funds as of 11/30/19  
 \$125,885.00 Reserve Bulkhead Funds as of 11/30/19  
 \$1,300,000.00 Valley National Loan as of 1/13/20 CDD Meeting  
 \$3,161,416.00 Total funding sources  
 \$2,259,394.69 Amount remaining not including interest additions

Signed contracts amounts

\$2,367,530.45 Glase Golf  
 \$372,023.10 Artistic Structures  
 \$96,500.00 KSGDI  
 \$39,860.00 Bridging Solutions  
 \$8,000.00 RTS  
 \$90,850.00 Contech  
 \$5,000.00 LWM  
 \$8,000.00 AQP  
 \$2,987,763.55 Total

\$3,301,688.08 Estimated project cost as of 1/6/20 + BS FY2020 items as of 12/16/19 of \$4,246 over two invoices, and RTS invoice of \$4,000  
 \$40,842.00 Change orders #1 - Glase Golf - Lake 7 pipe install 2-23-20  
 \$1,800.00 Change order #2 - Glase Golf - Landscape items 3-10-20  
 \$6,790.00 Change order #3 - Glase Golf - Landscape items/RCP Extensions 3-12-20  
 \$10,560.00 Change order #4 - Glase Golf - Irrigation  
 \$7,760.00 Change order #5 - Glase Golf - Landscape/Irrigation items  
 \$18,138.10 Change Order #1 - Artistic Structures - Performance Bond, Recording, & upgraded wood  
 \$1,585.00 Change Order #2 - Artistic Structures - Permits Related items  
 \$12,750.00 Bank loan Closing Costs of \$20,125 - \$7,375 estimated on the estimated project costs sheet as of 1/6/20.  
 \$8,000.00 AQP - Bismark Palms/Installation  
 \$3,409,913.18 Total project estimated cost  
 \$240,457.18 Amount still needed for full project funding to take from Unassigned funds of \$418,311.00 as of 11/30/19



**9D.**



Notice of Meetings  
Cedar Hammock  
Community Development District

The Board of Supervisors of the Cedar Hammock Community Development District will hold their meetings for Fiscal Year 2021 at the Cedar Hammock Clubhouse, 8660 Cedar Hammock Boulevard, Naples, Florida at 2:00 p.m. on the second Monday of the following months:

October 12, 2020  
November 9, 2020  
December 14, 2020  
January 11, 2021  
February 8, 2021  
March 8, 2021  
April 12, 2021  
May 10, 2021

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. Meetings may be continued to a date, time and location to be specified on the record at the meetings.

There may be occasions when one or more Supervisors will participate via telephone. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Management Company, Inframark, LLC at 954-603-0033 at least two (2) calendar days prior to the date of the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 or (800) 955-8771 (TTY)/(800) 955-8770 (Voice) for aid in contacting the District Management Company.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and accordingly, the person may need to ensure a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Justin Faircloth  
District Manager



**9E.**





# Jennifer J. Edwards Supervisor of Elections

April 17, 2020

Ms Sandra Demarco  
Cedar Hammock CDD  
210 N. Univeristy Drive Suite 702  
Coral Springs, FL 33071

Dear Ms Demarco

In compliance with 190.06 of the Florida Statutes this letter is to inform you that the official records of the Collier County Supervisor of Election indicate 514 registered voters residing in the Cedar Hammock CDD as of April 15, 2020.

Should you have any questions regarding election services for this district, please free to contact our office,

Sincerely,

David B. Carpenter  
Qualifying Officer  
Collier County Supervisor of Elections  
(239) 252-8501  
Dave.Carpenter@CollierCountyFl.gov

