

**THE HAMMOCKS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**NOVEMBER 8, 2017**

**AGENDA PACKAGE**

**The Hammocks Community Development District**

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Severn Trent Management Services  
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November 1, 2017

Board of Supervisors  
The Hammocks Community  
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of The Hammocks Community Development District will be held Wednesday, November 8, 2017 at 8:00 a.m. at the Brentwood Clubhouse, 8504 Sandpiper Ridge Avenue, Tampa, Florida. Following is the advanced agenda for the meeting:

1. Call to Order and Roll Call
2. Public Comments on Agenda Items
3. Consent Agenda
  - A. Approval of the Minutes of the September 13, 2017 Meeting
  - B. Approval of the Financial Statements
4. Staff Reports
  - A. Manager
    - i. Future Landscape Contract / HOA-CDD
    - ii. Motion: Assigning Fund Balance as of September 30, 2017
  - B. Attorney
  - C. Engineer
5. Supervisors' Requests
6. Audience Comments
7. Adjournment

Any supporting documents not enclosed for the items above will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting and in the meantime, if you have any questions, please contact me.

Sincerely,

*Bob Nanni*

Manager

cc: Tracy Robin                      Tonja Stewart                      Denise Ganz

## **Third Order of Business**

**3A.**

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

The Board of Supervisors of the Hammocks Community Development District held a Regular Meeting on Wednesday, September 13, 2017 at 8:00 a.m. in the Brentwood Clubhouse, 8504 Sandpiper Ridge Avenue, Tampa, Florida.

Present and constituting a quorum were:

Frances Plantikow	Chairperson
Ashley Lynch-Harris	Vice Chairperson
John Hill	Assistant Secretary
Mike Henke	Assistant Secretary

Also present were:

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

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comments on Agenda Items**

There being no public, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

**A. Approval of the Minutes of July 12, 2017 meeting**

On MOTION by Mr. Hill seconded by Ms. Plantikow with all in favor the minutes of the July 12, 2017 meeting was approved.
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**B. Approval of the Financial Statements.**

The financials were not available for discussion at today's meeting.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

- Mr. Nanni will be in contact with the Aquatic Company.
- Mr. Nanni will follow-up regarding the chair and bicycle left in front of the pond

**B. Attorney**

None

**C. Engineer**

None

**FIFTH ORDER OF BUSINESS**

None

**Supervisors' Request**

**SIXTH ORDER OF BUSINESS**

None

**Audience Comments**

**SEVENTH ORDER OF BUSINESS**

There being no further business,

**Adjournment**

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

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Frances Plantikow  
Chairperson

**3B.**

**The Hammocks  
Community Development District**

**Financial Report**

*September 30, 2017*

**Prepared by**





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**The Hammocks  
Community Development District**

**Financial Statements**

(Unaudited)

*September 30, 2017*

**Balance Sheet**  
September 30, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 64,393	\$ -	\$ 64,393
Accounts Receivable	6,704	-	6,704
Interest/Dividend Receivables	388	-	388
Investments:			
Certificates of Deposit - 18 Months	40,000	-	40,000
Money Market Account	152,296	-	152,296
Reserve Fund	-	129,360	129,360
Revenue Fund	-	95,744	95,744
<b>TOTAL ASSETS</b>	<b>\$ 263,781</b>	<b>\$ 225,104</b>	<b>\$ 488,885</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 151	\$ -	\$ 151
<b>TOTAL LIABILITIES</b>	<b>151</b>	<b>-</b>	<b>151</b>
<b><u>FUND BALANCES</u></b>			
<b>Restricted for:</b>			
Debt Service	-	225,104	225,104
<b>Assigned to:</b>			
Operating Reserves	52,762	-	52,762
Reserves - Ponds	52,978	-	52,978
<b>Unassigned:</b>	157,890	-	157,890
<b>TOTAL FUND BALANCES</b>	<b>\$ 263,630</b>	<b>\$ 225,104</b>	<b>\$ 488,734</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 263,781</b>	<b>\$ 225,104</b>	<b>\$ 488,885</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending September 30, 2017

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 106	\$ 106	\$ 1,362	\$ 1,256
Interest - Tax Collector	-	-	75	75
Special Assmnts- Tax Collector	219,731	219,731	219,731	-
Special Assmnts- Discounts	(8,789)	(8,789)	(8,065)	724
Other Miscellaneous Revenues	-	-	1,667	1,667
<b>TOTAL REVENUES</b>	<b>211,048</b>	<b>211,048</b>	<b>214,770</b>	<b>3,722</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	6,000	6,000	4,800	1,200
FICA Taxes	459	459	367	92
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Engineering	2,500	2,500	1,917	583
ProfServ-Legal Services	2,000	2,000	1,403	597
ProfServ-Mgmt Consulting Serv	46,678	46,678	46,678	-
ProfServ-Special Assessment	12,500	12,500	12,500	-
ProfServ-Trustee Fees	3,718	3,718	-	3,718
Auditing Services	5,000	5,000	5,046	(46)
Postage and Freight	600	600	153	447
Insurance - General Liability	10,705	10,705	10,342	363
Printing and Binding	400	400	193	207
Legal Advertising	500	500	798	(298)
Misc-Bank Charges	690	690	541	149
Misc-Assessmnt Collection Cost	4,395	4,395	4,234	161
Misc-Web Hosting	1,000	1,000	1,000	-
Office Supplies	25	25	-	25
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>98,945</b>	<b>98,945</b>	<b>90,747</b>	<b>8,198</b>
<b><u>Field</u></b>				
Contracts-Landscape	56,599	56,599	55,183	1,416
Contracts-Lakes	4,404	4,404	4,404	-
R&M-Fence	5,000	5,000	410	4,590
R&M-Irrigation	1,000	1,000	-	1,000
R&M-Mulch	3,000	3,000	4,125	(1,125)
Misc-Contingency	20,000	20,000	4,680	15,320
Reserve - Ponds	22,100	22,100	-	22,100
<b>Total Field</b>	<b>112,103</b>	<b>112,103</b>	<b>68,802</b>	<b>43,301</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending September 30, 2017

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<b>TOTAL EXPENDITURES</b>	<b>211,048</b>	<b>211,048</b>	<b>159,549</b>	<b>51,499</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	55,221	55,221
Net change in fund balance	\$ -	\$ -	\$ 55,221	\$ 55,221
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>208,409</b>	<b>208,409</b>	<b>208,409</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 208,409</b>	<b>\$ 208,409</b>	<b>\$ 263,630</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending September 30, 2017

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ -	\$ 318	\$ 318
Special Assmnts- Tax Collector	351,522	351,522	351,522	-
Special Assmnts- Discounts	(14,061)	(14,061)	(12,902)	1,159
<b>TOTAL REVENUES</b>	<b>337,461</b>	<b>337,461</b>	<b>338,938</b>	<b>1,477</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Misc-Assessmnt Collection Cost	7,030	7,030	6,773	257
Cost of Issuance	-	-	10,000	(10,000)
<b>Total Administration</b>	<b>7,030</b>	<b>7,030</b>	<b>16,773</b>	<b>(9,743)</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	165,000	165,000	165,000	-
Interest Expense	106,820	106,820	106,820	-
<b>Total Debt Service</b>	<b>271,820</b>	<b>271,820</b>	<b>271,820</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>278,850</b>	<b>278,850</b>	<b>288,593</b>	<b>(9,743)</b>
Excess (deficiency) of revenues Over (under) expenditures	58,611	58,611	50,345	(8,266)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	58,611	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>58,611</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 58,611	\$ 58,611	\$ 50,345	\$ (8,266)
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>174,759</b>	<b>174,759</b>	<b>174,759</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 233,370</b>	<b>\$ 233,370</b>	<b>\$ 225,104</b>	

**The Hammocks  
Community Development District**

**Supporting Schedules**

*September 30, 2017*

**Cash and Investment Report**

*September 30, 2017*

<b>General Fund</b>
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<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Hancock	n/a	0.00%	\$64,393
Certificate of Deposit - 18 months	Bank United	CD maturing 3/9/18	1.10%	\$40,000
MMA	Bank United	Money Market Account	0.77%	\$152,296
			<b>Subtotal</b>	<u>\$256,689</u>

<b>Debt Service Funds</b>
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<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Series 2016 Reserve	US Bank	US Bank Open Ended CP	0.01%	\$129,360
Series 2016 Revenue Fund	US Bank	US Bank Open Ended CP	0.01%	\$95,744
			<b>Subtotal</b>	<u>\$225,104</u>
			<b>Total</b>	<u><u>\$481,793</u></u>



**The Hammocks CDD**

Bank Reconciliation

Bank Account No. 2057 HANCOCK BANK - GF NEW  
 Statement No. 09-17  
 Statement Date 9/30/2017

<b>G/L Balance (LCY)</b>	64,392.89	<b>Statement Balance</b>	57,873.86
<b>G/L Balance</b>	64,392.89	<b>Outstanding Deposits</b>	6,703.73
<b>Positive Adjustments</b>	0.00		
	<hr/>	<b>Subtotal</b>	64,577.59
<b>Subtotal</b>	64,392.89	<b>Outstanding Checks</b>	184.70
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
	<hr/>		
<b>Ending G/L Balance</b>	64,392.89	<b>Ending Balance</b>	64,392.89
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
9/14/2017	Payment	3075	MICHAEL J. HENKE	184.70	0.00	184.70
<b>Total Outstanding Checks.....</b>				<b>184.70</b>		<b>184.70</b>
<b>Outstanding Deposits</b>						
9/28/2017		DEP00208	CK#1437 HAMMOCKS TOWNHOMES HOA- I G/L Ac	6,703.73	0.00	6,703.73
<b>Total Outstanding Deposits.....</b>				<b>6,703.73</b>		<b>6,703.73</b>

THE HAMMOCKS  
Community Development District

**Payment Register by Bank Account**

For the Period from 9/1/17 to 9/30/17

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>HANCOCK BANK - GF NEW - (ACCT# XXXXX2057)</b>									
Check	3067	09/07/17	Vendor	FEDEX	5-912-07341	AUG POSTAGE	Postage and Freight	001-541006-51301	\$13.66
Check	3068	09/07/17	Vendor	STRALEY & ROBIN	14746	8/15/17 GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$180.00
Check	3069	09/07/17	Vendor	GRAU AND ASSOCIATES	1114	AUDIT 9/30/16 CONFIRMATION	Auditing Services	001-532002-51301	\$46.00
Check	3070	09/07/17	Vendor	HAMMOCKS CDD	090117	TRF FY2017 ASSESSMENTS	Due From Other Funds	131000	\$9,044.98
Check	3071	09/07/17	Vendor	AQUATIC SYSTEMS, INC	0000384670	LAKE/WETLAND SVC SEP 2017	Contracts-Lakes	001-534084-53901	\$367.00
Check	3072	09/07/17	Vendor	STANTEC CONSULTING SERVICES INC	1242184	GEN ENGINEERING THRU 8/18/17	ProfServ-Engineering	001-531013-51501	\$90.00
Check	3073	09/14/17	Employee	FRANCES K. PLANTIKOW	PAYROLL	September 14, 2017 Payroll Posting			\$183.87
Check	3074	09/14/17	Employee	JOHN A. HILL	PAYROLL	September 14, 2017 Payroll Posting			\$184.70
Check	3075	09/14/17	Employee	MICHAEL J. HENKE	PAYROLL	September 14, 2017 Payroll Posting			\$184.70
Check	3076	09/14/17	Employee	ASHLEY LYNCH-HARRIS	PAYROLL	September 14, 2017 Payroll Posting			\$184.70
Check	3077	09/22/17	Vendor	SEVERN TRENT ENVIRONMENTAL	23437	SEPT MGMNT SERVICES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,889.83
Check	3077	09/22/17	Vendor	SEVERN TRENT ENVIRONMENTAL	23437	SEPT MGMNT SERVICES	Misc-Web Hosting	001-549915-51301	\$83.33
Check	3077	09/22/17	Vendor	SEVERN TRENT ENVIRONMENTAL	23437	SEPT MGMNT SERVICES	Postage and Freight	001-541006-51301	\$10.23
Check	3077	09/22/17	Vendor	SEVERN TRENT ENVIRONMENTAL	23437	SEPT MGMNT SERVICES	Printing and Binding	001-547001-51301	\$0.60
Check	3078	09/22/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	44834	SEPT PERFORMANCE LANDSCAPE	Contracts-Landscape	001-534050-53901	\$2,855.08
Check	3078	09/22/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	44833	SEPT LANDSCAPE BASE MAINT	Contracts-Landscape	001-534050-53901	\$8,565.24
<b>Account Total</b>									<b>\$25,883.92</b>

<b>Total Amount Paid</b>	<b>\$25,883.92</b>
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## **Fourth Order of Business**

**4Aii.**

**THE HAMMOCKS  
COMMUNITY DEVELOPMENT DISTRICT**

**Motion: Assigning Fund Balance as of 9/30/17**

The Board hereby assigns the FY 2017 Reserves per the September 30, 2017 Balance Sheet as follows:

Operating Reserve	\$52,762
Reserves-Ponds	\$52,978