

**THE HAMMOCKS
COMMUNITY DEVELOPMENT
DISTRICT**

JANUARY 10, 2018

AGENDA PACKAGE

The Hammocks Community Development District

Inframark, Infrastructure Management Services

210 University Drive, #702, Coral Springs, FL 33071

Tel: 954-603-0033; Fax 954-345-1292

December 29, 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, January 10, 2018 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. Organizational Matters
 - A. Oath of Office
4. Consent Agenda
 - A. Approval of the Minutes of the November 22, 2017 Meeting
 - B. Approval of the Financial Statements
5. Staff Reports
 - A. Manager
 - B. Attorney
 - C. Engineer
6. Supervisors' Requests
7. Audience Comments
8. 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

Fourth Order of Business

4A.

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

The Board of Supervisors of the Hammocks Community Development District held a Regular Meeting on Wednesday, November 22, 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
George Kuehn	Resident

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 September 13, 2017 Meeting

B. Approval of the Financial Statements

On MOTION by Ms. Plantikow seconded by Mr. Hill, with all in favor, the minutes of the September 13, 2017 meeting and Financial Statements were approved.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. Manager

ii. Assign Fund Balance

- Mr. Nanni reviewed assigning Fund Balance.
 - Operating Reserve - \$52,762
 - Reserves - Ponds - \$52,978

- GASB was addressed.

The record will reflect that Mr. Heinke has joined the meeting.

On MOTION by Ms. Lynch-Harris seconded by Ms. Plantikow, with all in favor, assigning Fund Balance as outlined was approved.

i. Future Landscape Contract / HOA-CDD

- Mr. Nanni outlined the current landscaping:
 - The contract is between Buccaneer Landscaping, the Hammocks Townhomes and Owner, the Community Development District.
 - The CDD owns the contract.
 - Maintenance Cost Sharing Agreement was reviewed.
 - CDD responsibility for landscape maintenance is the entry road, mowing around a couple of ponds, the Federal gas pipeline easement. 68% of everything to be done is under the HOA with the remaining being CDD.
 - No statutory requirement to pay HOA fees.
- Discussion followed on the landscape maintenance - Buccaneer Landscaping.
- Discussion followed on halting the HOA bid process for landscape maintenance.

On MOTION by Mr. Henke seconded by Ms. Plantikow, with all in favor, directing Mr. Nanni to contact Buccaneer working with Ms. Plantikow to try to resolve issues was approved.

- Discussion followed on the Board vacancy.
- Mr. George Keuhn is interested in joining the CDD Board.

On MOTION by Mr. Henke seconded by Ms. Lynch-Harris, with all in favor, Mr. George Kuehn was appointed to Seat 5.

B. Attorney

None

C. Engineer
None

FIFTH ORDER OF BUSINESS

Supervisors' Request

- Ms. Plantikow inquired about the leaning tree.
 - Mr. Nanni noted he was unsure of the status of Buccaneer but he will contact them and get it staked.
- Ms. Plantikow inquired about a blue door.
 - Mr. Nanni noted it is a steel door and he will need help disposing of it.
- Mr. Hill noted there have been a lot of questions about the ponds and when they will be cleaned.
 - Mr. Nanni noted some grasses are native and beneficial. He will get with the pond company to have it taken care of.
- Ms. Plantikow noted she has been approached by a resident concerning the white plastic fences and having the CDD replace them with a fence with bars so they are able to see the pond.
 - Mr. Nanni noted this will be a Board decision on whether they want to fund this or not. They can discuss during budget preparation.
 - Discussion followed on a CDD fence with a hole in it. More information is needed.

SIXTH ORDER OF BUSINESS

Audience Comments

None

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hill seconded by Ms. Plantikow, with all in favor, the meeting was adjourned.

Frances Plantikow
Chairperson

4B

**The Hammocks
Community Development District**

Financial Report

November 30, 2017

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**The Hammocks
Community Development District**

Financial Statements

(Unaudited)

November 30, 2017

Balance Sheet
November 30, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 159,399	\$ -	\$ 159,399
Accounts Receivable	6,704	-	6,704
Interest/Dividend Receivables	487	-	487
Due From Other Funds	-	65,646	65,646
Investments:			
Certificates of Deposit - 18 Months	40,000	-	40,000
Money Market Account	152,492	-	152,492
Reserve Fund	-	129,360	129,360
Revenue Fund	-	43,431	43,431
TOTAL ASSETS	\$ 359,082	\$ 238,437	\$ 597,519
<u>LIABILITIES</u>			
Accounts Payable	\$ 5,406	\$ -	\$ 5,406
Accrued Expenses	1,000	-	1,000
Due To Other Funds	65,646	-	65,646
TOTAL LIABILITIES	72,052	-	72,052
<u>FUND BALANCES</u>			
Restricted for:			
Debt Service	-	238,437	238,437
Assigned to:			
Operating Reserves	52,898	-	52,898
Reserves - Ponds	52,978	-	52,978
Unassigned:	181,154	-	181,154
TOTAL FUND BALANCES	\$ 287,030	\$ 238,437	\$ 525,467
TOTAL LIABILITIES & FUND BALANCES	\$ 359,082	\$ 238,437	\$ 597,519

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 651	\$ 109	\$ 262	\$ 153
Special Assmnts- Tax Collector	219,731	65,919	59,205	(6,714)
Special Assmnts- Discounts	(8,789)	(2,637)	(2,375)	262
TOTAL REVENUES	211,593	63,391	57,092	(6,299)
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	1,000	800	200
FICA Taxes	459	77	61	16
ProfServ-Arbitrage Rebate	600	600	-	600
ProfServ-Engineering	2,500	417	-	417
ProfServ-Legal Services	2,000	333	750	(417)
ProfServ-Mgmt Consulting Serv	46,678	7,780	7,780	-
ProfServ-Special Assessment	12,500	-	-	-
ProfServ-Trustee Fees	3,718	3,718	3,717	1
Auditing Services	5,024	-	-	-
Postage and Freight	600	100	35	65
Insurance - General Liability	11,376	11,376	10,297	1,079
Printing and Binding	400	67	3	64
Legal Advertising	500	83	587	(504)
Misc-Bank Charges	690	115	86	29
Misc-Assessmnt Collection Cost	4,395	1,319	1,137	182
Misc-Web Hosting	1,000	167	167	-
Office Supplies	25	4	-	4
Annual District Filing Fee	175	175	175	-
Total Administration	98,640	27,331	25,595	1,736
Field				
Contracts-Landscape	56,599	9,433	9,433	-
Contracts-Lakes	4,404	734	734	-
R&M-Fence	5,000	833	-	833
R&M-Irrigation	1,000	167	-	167
R&M-Mulch	3,000	-	-	-
Misc-Contingency	20,950	3,492	117	3,375
Reserve - Ponds	22,000	-	-	-
Total Field	112,953	14,659	10,284	4,375
TOTAL EXPENDITURES	211,593	41,990	35,879	6,111

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues Over (under) expenditures	-	21,401	21,213	(188)
Net change in fund balance	\$ -	\$ 21,401	\$ 21,213	\$ (188)
FUND BALANCE, BEGINNING (OCT 1, 2017)	265,817	265,817	265,817	
FUND BALANCE, ENDING	\$ 265,817	\$ 287,218	\$ 287,030	

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 76	\$ 76
Special Assmnts- Tax Collector	351,522	105,457	94,715	(10,742)
Special Assmnts- Discounts	(14,061)	(4,218)	(3,800)	418
TOTAL REVENUES	337,461	101,239	90,991	(10,248)
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,030	2,109	1,818	291
Total Administration	7,030	2,109	1,818	291
Debt Service				
Principal Debt Retirement	170,000	-	-	-
Interest Expense	151,680	75,840	75,840	-
Total Debt Service	321,680	75,840	75,840	-
TOTAL EXPENDITURES	328,710	77,949	77,658	291
Excess (deficiency) of revenues Over (under) expenditures	8,751	23,290	13,333	(9,957)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	8,751	-	-	-
TOTAL FINANCING SOURCES (USES)	8,751	-	-	-
Net change in fund balance	\$ 8,751	\$ 23,290	\$ 13,333	\$ (9,957)
FUND BALANCE, BEGINNING (OCT 1, 2017)	225,104	225,104	225,104	
FUND BALANCE, ENDING	\$ 233,855	\$ 248,394	\$ 238,437	

**The Hammocks
Community Development District**

Supporting Schedules

November 30, 2017

Cash and Investment Report

November 30, 2017

General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Hancock	n/a	0.00%	\$159,399
Certificate of Deposit - 18 months	Bank United	CD maturing 3/9/18	1.10%	\$40,000
MMA	Bank United	Money Market Account	0.77%	\$152,492
			Subtotal	<u>\$351,892</u>

Debt Service Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Series 2016 Reserve	US Bank	US Bank Open Ended CP	0.20%	\$129,360
Series 2016 Revenue Fund	US Bank	US Bank Open Ended CP	0.20%	\$43,431
			Subtotal	<u>\$172,791</u>
			Total	<u><u>\$524,683</u></u>

The Hammocks CDD

Bank Reconciliation

Bank Account No. 2057 HANCOCK BANK - GF NEW
 Statement No. 11-17
 Statement Date 11/30/2017

G/L Balance (LCY)	159,399.25	Statement Balance	160,504.22
G/L Balance	159,399.25	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	160,504.22
Subtotal	159,399.25	Outstanding Checks	1,104.97
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	159,399.25	Ending Balance	159,399.25
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
11/20/2017	Payment	3090	AQUATIC SYSTEMS, INC	367.00	0.00	367.00
11/27/2017	Payment	3091	FRANCES K. PLANTIKOW	183.87	0.00	183.87
11/27/2017	Payment	3092	JOHN A. HILL	184.70	0.00	184.70
11/27/2017	Payment	3093	MICHAEL J. HENKE	184.70	0.00	184.70
11/27/2017	Payment	3094	ASHLEY LYNCH-HARRIS	184.70	0.00	184.70
Total Outstanding Checks.....				1,104.97		1,104.97

THE HAMMOCKS
Community Development District

Payment Register by Bank Account

For the Period from 10/1/17 to 11/30/17

(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
HANCOCK BANK - GF NEW - (ACCT# XXXXX2057)									
Check	3079	10/06/17	Vendor	STRALEY & ROBIN	14835	8/28-9/13/17 GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$150.68
Check	3080	10/11/17	Vendor	AQUATIC SYSTEMS, INC	387605	OCT AQUATIC MAINT	Contracts-Lakes	001-534084-53901	\$367.00
Check	3081	10/11/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	45160	OCT LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$8,565.24
Check	3081	10/11/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	45161	OCT LANDSCAPE PERFORMANCE	Contracts-Landscape	001-534050-53901	\$2,855.08
Check	3082	10/12/17	Vendor	PUBLIC RISK INSURANCE AGENCY	52325	10/1/17-10/1/18 DIRECTOR & OFF	Insurance - General Liability	001-545002-51301	\$5,297.00
Check	3082	10/12/17	Vendor	PUBLIC RISK INSURANCE AGENCY	52324	FY18 LIAB/AUTO PK2FL1 0294006	Insurance - General Liability	001-545002-51301	\$5,000.00
Check	3083	10/18/17	Vendor	U.S. BANK	4767146	SERIES 2016 SVCS THRU 8/31/18	ProfServ-Trustee Fees	001-531045-51301	\$3,717.38
Check	3085	10/27/17	Vendor	DEPT. OF ECONOMIC OPPORTUNITY	70841	2017/2018 DISTRICT FILING FEE	Annual District Filing Fee	001-554007-51301	\$175.00
Check	3086	11/02/17	Vendor	INFRAMARK, LLC	24534	OCT 2017 MANAGEMENT SRVCS	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,889.83
Check	3086	11/02/17	Vendor	INFRAMARK, LLC	24534	OCT 2017 MANAGEMENT SRVCS	Printing and Binding	001-547001-51301	\$3.15
Check	3086	11/02/17	Vendor	INFRAMARK, LLC	24534	OCT 2017 MANAGEMENT SRVCS	Postage and Freight	001-541006-51301	\$7.36
Check	3086	11/02/17	Vendor	INFRAMARK, LLC	24534	OCT 2017 MANAGEMENT SRVCS	Misc-Web Hosting	001-549915-51301	\$83.33
Check	3087	11/14/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	45295	INSTLLTN OF ANNUALS - CLUBHSE	Contracts-Landscape	001-534050-53901	\$117.00
Check	3087	11/14/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	45475	NOV PERFORMANCE LANDSCAPE	Contracts-Landscape	001-534050-53901	\$2,855.08
Check	3087	11/14/17	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	45474	NOV LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$8,565.24
Check	3088	11/20/17	Vendor	TIMES PUBLISHING	529687	NOTICE OF SPECIAL MTG	Legal Advertising	001-548002-51301	\$257.00
Check	3089	11/20/17	Vendor	HAMMOCKS CDD	111717	TRFR ASSESS FY 2018	Due From Other Funds	131000	\$23,451.81
Check	3090	11/20/17	Vendor	AQUATIC SYSTEMS, INC	0000390627	NOV AQUATIC MAINT	Contracts-Lakes	001-534084-53901	\$367.00
Check	3091	11/27/17	Employee	FRANCES K. PLANTIKOW	PAYROLL	November 27, 2017 Payroll Posting			\$183.87
Check	3092	11/27/17	Employee	JOHN A. HILL	PAYROLL	November 27, 2017 Payroll Posting			\$184.70
Check	3093	11/27/17	Employee	MICHAEL J. HENKE	PAYROLL	November 27, 2017 Payroll Posting			\$184.70
Check	3094	11/27/17	Employee	ASHLEY LYNCH-HARRIS	PAYROLL	November 27, 2017 Payroll Posting			\$184.70
Account Total									\$66,462.15

Total Amount Paid	\$66,462.15
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