

**THE HAMMOCKS
COMMUNITY DEVELOPMENT
DISTRICT**

NOVEMBER 14, 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

November 7, 2018

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 14, 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. Consent Agenda
 - A. Approval of the Minutes of the September 12, 2018 Meeting
 - B. Approval of the Financial Statements
4. Staff Reports
 - A. Manager
 - 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 12, 2018 at 8:00 a.m. at the Brentwood Clubhouse, 8504 Sandpiper Ridge Avenue, Tampa, Florida.

Present and constituting a quorum were:

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

Also present were:

Bob Nanni	District Manager
Morgan Melatti	Aquatic Systems

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.

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 11, 2018 Meeting**
- B. Approval of the Financial Statements**

On MOTION by Ms. Plantikow seconded by Ms. Lynch-Harris, with all in favor, the minutes of the July 11, 2018 meeting and Financial Statements were approved.
--

SIXTH ORDER OF BUSINESS

Staff Reports

- A. Manager**
 - i. Aquatic Systems Pond Update**
- Mr. Nanni addressed the pond reports.
- Ms. Morgan Melatti, Aquatic Systems, LLC, addressed Pond 2 noting the middle of the pond is shallow specifically to allow for plants.

- She noted education of residents so they understand the plants are there for the uptake of pollutants and the pond was excavated ten years ago for stormwater control and to host plants.
- Ms. Melatti provided information on littoral shelves.
- The Pickerel Weed goes dormant in the winter and returns in the spring.
- The Board discussed the ponds and providing information to the residents on debris removal from the ponds and the plantings. Ms. Melatti will provide a statement for the website.

On MOTION by Ms. Plantikow seconded by Ms. Lynch-Harris, with all in favor, to create and post a statement on the CDD website explaining vegetation in ponds was approved.

**** Utility Building Cleanup**

- Mr. Nanni reported he received a call from the HOA regarding it being the CDD’s responsibility to take care of the building. He cannot locate anything stating it is the CDD’s.
- Discussion followed on cleaning up the building if it belongs to the CDD with Mr. Nanni noting it would probably be about \$1,500.

B. Attorney

None

C. Engineer

None

SEVENTH ORDER OF BUSINESS

Supervisors’ Request

- Ms. Plantikow addressed what sounded like pounding and then a tree g falling last night noting they need to investigate what might have fallen in the conservation area in Brentwood.
 - Mr. Nanni noted he will look at it.

EIGHTH ORDER OF BUSINESS

Audience Comments

None

NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Henke seconded by Ms. Lynch-Harris, with all in favor, the meeting was adjourned.

Frances Plantikow
Chairperson

3B.

**The Hammocks
Community Development District**

Financial Report

September 30, 2018

Table of Contents

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

**The Hammocks
Community Development District**

Financial Statements

(Unaudited)

September 30, 2018

Balance Sheet
September 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 38,145	\$ -	\$ 38,145
Accounts Receivable	13,407	-	13,407
Interest/Dividend Receivables	397	-	397
Investments:			
Certificates of Deposit - 12 Months	40,660	-	40,660
Money Market Account	189,301	-	189,301
Prepayment Account	-	144	144
Reserve Fund	-	129,216	129,216
Revenue Fund	-	105,936	105,936
TOTAL ASSETS	\$ 281,910	\$ 235,296	\$ 517,206
LIABILITIES			
Accounts Payable	\$ 414	\$ -	\$ 414
TOTAL LIABILITIES	414	-	414
FUND BALANCES			
Restricted for:			
Debt Service	-	235,296	235,296
Assigned to:			
Operating Reserves	52,898	-	52,898
Reserves - Ponds	52,978	-	52,978
Unassigned:	175,620	-	175,620
TOTAL FUND BALANCES	\$ 281,496	\$ 235,296	\$ 516,792
TOTAL LIABILITIES & FUND BALANCES	\$ 281,910	\$ 235,296	\$ 517,206

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 651	\$ 651	\$ 2,597	\$ 1,946
Interest - Tax Collector	-	-	80	80
Special Assmnts- Tax Collector	219,731	219,731	219,731	-
Special Assmnts- Discounts	(8,789)	(8,789)	(8,289)	500
TOTAL REVENUES	211,593	211,593	214,119	2,526
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	6,000	4,400	1,600
FICA Taxes	459	459	337	122
ProfServ-Arbitrage Rebate	600	600	-	600
ProfServ-Engineering	2,500	2,500	798	1,702
ProfServ-Legal Services	2,000	2,000	2,100	(100)
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	3,717	1
Auditing Services	5,024	5,024	5,000	24
Postage and Freight	600	600	153	447
Insurance - General Liability	11,376	11,376	10,297	1,079
Printing and Binding	400	400	78	322
Legal Advertising	500	500	3,257	(2,757)
Misc-Bank Charges	690	690	513	177
Misc-Assessmnt Collection Cost	4,395	4,395	4,229	166
Misc-Web Hosting	1,000	1,000	1,000	-
Office Supplies	25	25	-	25
Annual District Filing Fee	175	175	175	-
Total Administration	98,640	98,640	95,232	3,408
Field				
Contracts-Landscape	56,599	56,599	56,599	-
Contracts-Lakes	4,404	4,404	4,656	(252)
R&M-Fence	5,000	5,000	4,950	50
R&M-Irrigation	1,000	1,000	6,244	(5,244)
R&M-Mulch	3,000	3,000	10,300	(7,300)
Misc-Contingency	20,950	20,950	20,503	447
Reserve - Ponds	22,000	22,000	-	22,000
Total Field	112,953	112,953	103,252	9,701
TOTAL EXPENDITURES	211,593	211,593	198,484	13,109

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	15,635	15,635
Net change in fund balance	\$ -	\$ -	\$ 15,635	\$ 15,635
FUND BALANCE, BEGINNING (OCT 1, 2017)	265,861	265,861	265,861	
FUND BALANCE, ENDING	<u>\$ 265,861</u>	<u>\$ 265,861</u>	<u>\$ 281,496</u>	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 653	\$ 653
Special Assmnts- Tax Collector	351,522	351,522	351,522	-
Special Assmnts- Prepayment	-	-	9,723	9,723
Special Assmnts- Discounts	(14,061)	(14,061)	(13,261)	800
TOTAL REVENUES	337,461	337,461	348,637	11,176
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,030	7,030	6,765	265
Total Administration	7,030	7,030	6,765	265
Debt Service				
Principal Debt Retirement	170,000	170,000	170,000	-
Principal Prepayments	-	-	10,000	(10,000)
Interest Expense	151,680	151,680	151,680	-
Total Debt Service	321,680	321,680	331,680	(10,000)
TOTAL EXPENDITURES	328,710	328,710	338,445	(9,735)
Excess (deficiency) of revenues Over (under) expenditures	8,751	8,751	10,192	1,441
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	\$ 8,751	\$ 10,192	\$ 1,441
FUND BALANCE, BEGINNING (OCT 1, 2017)	225,104	225,104	225,104	
FUND BALANCE, ENDING	\$ 233,855	\$ 233,855	\$ 235,296	

**The Hammocks
Community Development District**

Supporting Schedules

September 30, 2018

Cash and Investment Report
September 30, 2018

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%	\$38,145
Certificate of Deposit - 12 months	Bank United	CD maturing 3/9/19	1.55%	\$40,660
MMA	Bank United	Money Market Account	1.30%	\$189,301
			Subtotal	\$268,106

Debt Service Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Series 2016 Prepayment	US Bank	US Bank Open Ended CP	0.20%	\$144
Series 2016 Reserve	US Bank	US Bank Open Ended CP	0.20%	\$129,216
Series 2016 Revenue Fund	US Bank	US Bank Open Ended CP	0.20%	\$105,936
			Subtotal	\$235,296
			Total	\$503,402

The Hammocks CDD

Bank Reconciliation

Bank Account No. 2057 HANCOCK BANK - GF NEW
Statement No. 09-18
Statement Date 9/30/2018

G/L Balance (LCY)	38,145.15	Statement Balance	38,329.02
G/L Balance	38,145.15	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	38,329.02
Subtotal	38,145.15	Outstanding Checks	183.87
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	38,145.15	Ending Balance	38,145.15
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
9/12/2018	Payment	3181	FRANCES K. PLANTIKOW	183.87	0.00	183.87
Total Outstanding Checks.....				183.87		183.87

THE HAMMOCKS
Community Development District

Payment Register by Bank Account

For the Period from 8/1/18 to 9/30/18

(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
<u>BANKUNITED - MMA - (ACCT# XXXXX0998)</u>									
Check	114	08/02/18	Vendor	HAMMOCKS CDD	080118	TRFR BU MMA TO CKING ACCT	Due From Other Funds	131000	\$20,000.00
Account Total									\$20,000.00
<u>HANCOCK BANK - GF NEW - (ACCT# XXXXX2057)</u>									
Check	3174	08/02/18	Vendor	AQUATIC SYSTEMS, INC	0000416712	AUG AQUATIC SERVICES	Contracts-Lakes	001-534084-53901	\$395.00
Check	3175	08/09/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49156	AUG LANDSCAPE PERFORMANCE	Contracts-Landscape	001-534050-53901	\$2,855.08
Check	3175	08/09/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49155	AUG LANDSCAPE MAINT BASE	Contracts-Landscape	001-534050-53901	\$8,565.24
Check	3176	08/10/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49348	IRR PARTS	R&M-Irrigation	001-546041-53901	\$1,064.00
Check	3176	08/10/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	48456	MAINLINE REPRS MAIN ENT	R&M-Irrigation	001-546041-53901	\$1,020.00
Check	3177	08/28/18	Vendor	STRALEY & ROBIN	16035	GEN MATTERS THRU 8/15/18	ProfServ-Legal Services	001-531023-51401	\$50.00
Check	3178	08/28/18	Vendor	INFRAMARK, LLC	33347	AUG 2018 MGMT SERVICES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,889.83
Check	3178	08/28/18	Vendor	INFRAMARK, LLC	33347	AUG 2018 MGMT SERVICES	Postage and Freight	001-541006-51301	\$6.11
Check	3178	08/28/18	Vendor	INFRAMARK, LLC	33347	AUG 2018 MGMT SERVICES	Misc-Web Hosting	001-549915-51301	\$83.33
Check	3179	08/28/18	Vendor	ADA SITE COMPLIANCE INC	320	ADA SITE COMPLIANCE	Misc-Contingency	001-549900-53901	\$199.00
Check	3180	09/05/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49793	2 TREES REPLACED BY POOL	Misc-Contingency	001-549900-53901	\$1,400.00
Check	3181	09/12/18	Employee	FRANCES K. PLANTIKOW	PAYROLL	September 12, 2018 Payroll Posting			\$183.87
Check	3182	09/12/18	Employee	MICHAEL J. HENKE	PAYROLL	September 12, 2018 Payroll Posting			\$184.70
Check	3183	09/12/18	Employee	ASHLEY LYNCH-HARRIS	PAYROLL	September 12, 2018 Payroll Posting			\$184.70
Check	3184	09/14/18	Vendor	AQUATIC SYSTEMS, INC	0000419681	SEPT LAKE MAINT	Contracts-Lakes	001-534084-53901	\$395.00
Check	3185	09/14/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49820	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$329.00
Check	3186	09/17/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49638	SEP LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$8,565.24
Check	3187	09/21/18	Vendor	INFRAMARK, LLC	34115	SEP 2018 MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,889.83
Check	3187	09/21/18	Vendor	INFRAMARK, LLC	34115	SEP 2018 MGMT FEES	Printing and Binding	001-547001-51301	\$0.15
Check	3187	09/21/18	Vendor	INFRAMARK, LLC	34115	SEP 2018 MGMT FEES	Postage and Freight	001-541006-51301	\$2.82
Check	3187	09/21/18	Vendor	INFRAMARK, LLC	34115	SEP 2018 MGMT FEES	Misc-Web Hosting	001-549915-51301	\$83.33
Check	3188	09/21/18	Vendor	BUCCANEER LANDSCAPE MANAGEMENT	49639	PERFORMANCE MAINT SEPT 2018	Misc-Contingency	001-549900-53901	\$2,855.08
Account Total									\$36,201.31
Total Amount Paid									\$56,201.31