

HAMMOCK OAKS

**COMMUNITY DEVELOPMENT
DISTRICT**

January 9, 2023

**BOARD OF SUPERVISORS
REGULAR
MEETING AGENDA**

HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Hammock Oaks Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

January 2, 2023

Board of Supervisors
Hammock Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Hammock Oaks Community Development District will hold a Regular Meeting on January 9, 2023 at 10:30 a.m., at the Fruitland Park Library, 604 W. Berckman Street, Fruitland Park, Florida 34731. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2023-01, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date
4. Acceptance of Unaudited Financial Statements as of November 30, 2022
5. Approval of September 12, 2022 Public Hearing and Regular Meeting Minutes
6. Staff Reports
 - A. District Counsel: *KE Law Group, PLLC*
 - B. District Engineer (Interim): *CPW Professional Consultants.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: February 13, 2023 at 10:30 AM
 - QUORUM CHECK

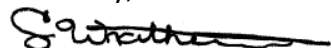
Seat 1	Candice Smith	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Seat 2	John Curtis	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Seat 3	Greg Meath	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Seat 4	Troy Simpson	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Seat 5	Jared Lybbert	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

7. Board Members' Comments/Requests
8. Public Comments

9. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 413 553 5047

HAMMOCK OAKS

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-01

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE HAMMOCK OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Hammock Oaks Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District additionally desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District.

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

1. PRIMARY ADMINISTRATIVE OFFICE. The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

2. PRINCIPAL HEADQUARTERS. The District’s principal headquarters for purposes of establishing proper venue shall be located at the offices of _____ and within the Town of Lady Lake, Lake County, Florida.

3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 9th day of January, 2023.

ATTEST:

**HAMMOCK OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2022**

**HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
	<u> </u>	<u> </u>	<u> </u>
ASSETS			
Cash	\$ 6,000	\$ -	\$ 6,000
Due from Landowner	8,904	247	9,151
Total assets	<u>\$ 14,904</u>	<u>\$ 247</u>	<u>\$ 15,151</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 8,904	\$ 247	\$ 9,151
Due to Landowner	-	1,492	1,492
Landowner advance	6,000	-	6,000
Total liabilities	<u>14,904</u>	<u>1,739</u>	<u>16,643</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	8,904	-	8,904
Total deferred inflows of resources	<u>8,904</u>	<u>-</u>	<u>8,904</u>
Fund balances:			
Restricted for:			
Debt service	-	(1,492)	(1,492)
Unassigned	(8,904)	-	(8,904)
Total fund balances	<u>(8,904)</u>	<u>(1,492)</u>	<u>(10,396)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 14,904</u>	<u>\$ 247</u>	<u>\$ 15,151</u>

**HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Landowner contribution	\$ 10,913	\$ 10,913	\$ 95,790	11%
Total revenues	<u>10,913</u>	<u>10,913</u>	<u>95,790</u>	11%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	8,000	48,000	17%
Legal	-	-	25,000	0%
Engineering	-	-	2,000	0%
Audit	-	-	4,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent**	-	-	1,000	0%
Trustee***	-	-	5,000	0%
Telephone	16	33	200	17%
Postage	-	-	500	0%
Printing & binding	42	83	500	17%
Legal advertising	-	-	1,500	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	-	500	0%
Website				
Hosting & maintenance	-	1,680	705	238%
ADA compliance	-	-	210	0%
Total professional & administrative	<u>4,058</u>	<u>14,971</u>	<u>95,790</u>	16%
Excess/(deficiency) of revenues over/(under) expenditures	6,855	(4,058)	-	
Fund balances - beginning	<u>(15,759)</u>	<u>(4,846)</u>	-	
Fund balances - ending	<u>\$ (8,904)</u>	<u>\$ (8,904)</u>	<u>\$ -</u>	

**HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service	<u>-</u>	<u>-</u>
Total debt service	<u>-</u>	<u>-</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 - -
 Fund balances - beginning	 <u>(1,492)</u>	 <u>(1,492)</u>
Fund balances - ending	<u><u>\$ (1,492)</u></u>	<u><u>\$ (1,492)</u></u>

HAMMOCK OAKS

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

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The Board of Supervisors of the Hammock Oaks Community Development District held a Public Hearing and Regular Meeting on September 12, 2022, at 10:30 a.m., at the Fruitland Park Library, 604 W. Berckman Street, Fruitland Park, Florida 34731.

Present at the meeting were:

Candice Smith	Chair
John Curtis	Vice Chair
Greg Meath	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Ernesto Torres	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 10:39 a.m. Supervisors Smith, Curtis and Meath were present, in person. Supervisor Walker was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment to Fill Vacancy in
Seat 5; *Term Expires November 2024***

Ms. Smith nominated Mr. Troy Simpson to fill Seat 5.
No other nominations were made.

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On MOTION by Ms. Smith and seconded by Mr. Curtis, with all in favor, the appointment of Mr. Troy Simpson to Seat 5, term expires November 2024, was approved.

A. Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in a separate package*)

Mr. Wrathell stated the Oath of Office will be administered to Mr. Simpson in advance of the next meeting, if possible.

- I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- II. Membership, Obligations and Responsibilities**
- III. Chapter 190, Florida Statutes**
- IV. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
- V. Form 8B: Memorandum of Voting Conflict**

B. Consideration of Resolution 2022-33, Designating Certain Officers of the District; and Providing for an Effective Date

This item was presented following the Fifth Order of Business.

FOURTH ORDER OF BUSINESS	Acceptance of Resignation of Bradley Walker (Seat 4); Term Expires November 2024
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Mr. Wrathell presented Mr. Bradley Walker’s resignation letter.

On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the resignation of Mr. Bradley Walker, from Seat 4, was accepted.

FIFTH ORDER OF BUSINESS	Consider Appointment to Fill Vacancy in Seat 4
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• **Administration of Oath of Office to Newly Appointed Supervisor**

Ms. Smith nominated Mr. Jared Lybert to fill Seat 4.

No other nominations were made.

On MOTION by Ms. Curtis and seconded by Ms. Smith, with all in favor, the appointment of Mr. Jared Lybert to Seat 5, term expires November 2024, was approved.

▪ **Consideration of Resolution 2022-33, Designating Certain Officers of the District; and Providing for an Effective Date**

This item, previously Item 3B, was presented out of order.

Mr. Wrathell presented Resolution 2022-33. Ms. Smith nominated the following slate of officers:

Chair	Candice Smith
Vice Chair	John Curtis
Secretary	Craig Wrathell
Assistant Secretary	Greg Meath
Assistant Secretary	Troy Simpson
Assistant Secretary	Jared Lybert
Assistant Secretary	Ernesto Torres

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, Resolution 2022-33, Designating Certain Officers of the District, as nominated; and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the

Financing and Securing of Certain Public Improvements

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- 106 • *Hear testimony from the affected property owners as to the propriety and advisability*
- 107 *of making the improvements and funding them with special assessments on the*
- 108 *property*
- 109 • *Thereafter, the governing authority shall meet as an equalizing board to hear any and*
- 110 *all complaints as to the special assessments on a basis of justice and right.*

111 These items occurred below.

112 **A. Affidavit/Proof of Publication**

113 **B. Mailed Notice to Property Owner(s)**

114 These items were provided for informational purposes.

115 Mr. Wrathell stated that, although the advertisement was properly run and the Mailed

116 Notices to Property Owners were sent properly with the correct accompanying map, there was

117 an issue with the Legal Description. After conferring with District Counsel, it was decided that,

118 because the Property Owner is aware of these issues and the CDD boundaries, the Legal

119 Description will be corrected in a Boundary Amendment and the Public Hearing will proceed.

120 **C. Master Engineer's Report (for informational purposes)**

121 **D. Master Special Assessment Methodology Report (for informational purposes)**

122 These items were provided for informational purposes.

123 Mr. Wrathell stated the Master Engineer's Report and the Master Special Assessment

124 Methodology Report will be updated to reflect the following:

- 125 ➤ The updated Legal Description will be included where appropriate.
- 126 ➤ The Active Adult age-restricted section, Crestwind, will be removed from the Capital
- 127 Improvement Plan (CIP) because it will be separately gated and privately funded. It will not be
- 128 funded by the CDD.
- 129 ➤ The Active Adult categories will be reclassified as Single-Family Active Adult and have an
- 130 Equivalent Residential Unit (ERU) weighting of 1.
- 131 ➤ The number of townhome units will increase from 216 to 230.
- 132 ➤ Villa and 50' Single-Family unit counts will remain unchanged.

133 ➤ Single-Family, Age-Restricted Active Adult units will decrease from 750 to 723.
134 Mr. Wrathell stated the Age-Restricted units will be added back into the CDD
135 boundaries in conjunction with the Boundary Amendment.

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137 **On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the**
138 **Public Hearing was opened.**

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141 ▪ *Hear testimony from the affected property owners as to the propriety and advisability*
142 *of making the improvements and funding them with special assessments on the*
143 *property*

144 Mr. Wrathell asked if any affected property owners wished to comment.

145 No affected property owners or members of the public spoke.

146 ▪ *Thereafter, the governing authority shall meet as an equalizing board to hear any and*
147 *all complaints as to the special assessments on a basis of justice and right.*

148 Mr. Wrathell recalled that the CIP will be revised to remove road costs behind the guard
149 gate, in Crestwind, and the Single-Family Age-Restricted unit counts will be reclassified, as
150 discussed. He asked if the Board, sitting as the Equalizing Board, wished to make any changes to
151 the assessments, based on any Board or public comments.

152 The Board, sitting as the Equalizing Board, did not make any changes.

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154 **On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the**
155 **Public Hearing was closed.**

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158 **E. Consideration of Resolution 2022-41, Making Certain Findings; Authorizing a Capital**
159 **Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of**
160 **Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming**
161 **and Levying Debt Assessments; Addressing the Finalization of Special Assessments;**
162 **Addressing the Payment of Debt Assessments and the Method of Collection; Providing**
163 **for the Allocation of Debt Assessments and True-Up Payments; Addressing**
164 **Government Property, and Transfers of Property to Units of Local, State and Federal**

165 Government; Authorizing an Assessment Notice; and Providing for Severability,
166 Conflicts and an Effective Date

167 Mr. Wrathell presented Resolution 2022-41 and read the title.

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169 On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor,
170 Resolution 2022-41, Making Certain Findings; Authorizing a Capital
171 Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated
172 Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving,
173 Confirming and Levying Debt Assessments; Addressing the Finalization of
174 Special Assessments; Addressing the Payment of Debt Assessments and the
175 Method of Collection; Providing for the Allocation of Debt Assessments and
176 True-Up Payments; Addressing Government Property, and Transfers of
177 Property to Units of Local, State and Federal Government; Authorizing an
178 Assessment Notice; and Providing for Severability, Conflicts and an Effective
179 Date, was adopted.

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182 SEVENTH ORDER OF BUSINESS

Consideration of 2022-07, Designating the
Primary Administrative Office and Principal
Headquarters of the District and Providing
an Effective Date

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187 This item was deferred.

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189 EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of July 31, 2022

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192 Mr. Wrathell presented the Unaudited Financial Statements as of July 31, 2022.

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194 On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the
195 Unaudited Financial Statements as of July 31, 2022, were accepted.

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198 NINTH ORDER OF BUSINESS

Approval of July 11, 2022 Public Hearings
and Regular Meeting Minutes

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201 Mr. Wrathell presented the July 11, 2022 Public Hearings and Regular Meeting Minutes.

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On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the July 11, 2022 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC*

There was no report.

Ms. Smith stated as the bond issuance approaches, the Board and Staff should begin compiling documentation of the soft costs.

B. District Engineer (Interim): *CHW Professional Consultants*

There was no report.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: October 10, 2022 at 10:30 A.M.**

- **QUORUM CHECK**

The next meeting will be held on October 10, 2022, unless canceled.

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Curtis and seconded by Ms. Smith, with all in favor, the meeting adjourned at 10:59 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

HAMMOCK OAKS
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

HAMMOCK OAKS COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

Fruitland Park Library, 604 W. Berckman Street, Fruitland Park, Florida 34731

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 10, 2022 CANCELED	Regular Meeting	10:30 AM
November 14, 2022 CANCELED	Regular Meeting	10:30 AM
December 12, 2022 CANCELED	Regular Meeting	10:30 AM
January 9, 2023	Regular Meeting	10:30 AM
February 13, 2023	Regular Meeting	10:30 AM
March 13, 2023	Regular Meeting	10:30 AM
April 10, 2023	Regular Meeting	10:30 AM
May 8, 2023	Regular Meeting	10:30 AM
June 12, 2023	Regular Meeting	10:30 AM
July 10, 2023	Regular Meeting	10:30 AM
August 14, 2023	Regular Meeting	10:30 AM
September 11, 2023	Regular Meeting	10:30 AM