

CEDAR HAMMOCK
COMMUNITY DEVELOPMENT DISTRICT
JANUARY 11, 2021

AGENDA PACKAGE

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

January 4, 2021

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 **Monday, January 11, 2021 at 2:00 p.m.** at Cedar Hammock Clubhouse, 8660 Cedar Hammock Boulevard, Naples, Florida. Following is the advance agenda for this meeting.

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Public Comments on Agenda Items**
- 4. Organizational Matters**
 - A. Resolution 2021-01 Designating Officers
- 5. Old Business**
 - A. Bulkhead & Bridge Repair/Replacement Project Update
- 6. New Business**
 - A. FY 2022 Budget Discussion
- 7. Attorney's Report**
- 8. Engineer's Report**
- 9. Manager's Report**
 - A. Approval of the Minutes of December 14, 2020 Meeting
 - B. Acceptance of the November 2020 Financial Report
 - C. 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.

Cedar Hammock CDD

January 4, 2021

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Sincerely,

Justin Faircloth

Justin Faircloth

Manager

cc: Dan Cox Brett Sealy Sam Marshall

Fourth Order of Business

4A.

RESOLUTION 2021-01

A RESOLUTION DESIGNATING OFFICERS OF CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of Cedar Hammock Community Development District at a regular business meeting following the General Election on November 3, 2020 desires to appoint the below recited persons to the offices specified.

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

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
Justin Faircloth	Secretary
Alan Baldwin	Treasurer
Stephen Bloom	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS, 11th DAY OF JANUARY 2021.

Chairman

Secretary

Sixth Order of Business

6A.

CEDAR HAMMOCK
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2021

Adopted Budget
(Meeting 5/12/20)

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 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
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	-	-	-	-	-
TOTAL REVENUES	374,766	397,598	432,561	420,806	27,458	446,442	297,135
EXPENDITURES							
<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
Total Administrative	83,498	130,975	112,806	95,699	55,563	151,261	116,683
<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	-	-	-	-
Total Field	33,909	54,562	59,255	28,695	37,003	65,698	50,452
TOTAL EXPENDITURES	117,407	185,537	172,061	124,394	92,565	216,959	167,135

CEDAR HAMMOCK

Community Development District

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	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
Total Reserves	88,793	130,577	260,500	57,593	724,706	782,299	130,000
TOTAL EXPENDITURES & RESERVES	206,200	316,114	432,561	181,987	817,271	999,258	297,135
Excess (deficiency) of revenues							
Over (under) expenditures	168,566	81,484	-	238,819	(789,813)	(552,816)	-
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES (USES)	\$ -	-	-	-	-	-	-
Net change in fund balance	168,566	81,484	-	238,819	(789,813)	(552,816)	-
FUND BALANCE, BEGINNING	609,903	784,457	865,941	865,941	-	865,941	313,125
FUND BALANCE, ENDING	\$ 784,457	\$ 865,941	\$ 865,941	\$ 1,104,760	\$ (789,813)	\$ 313,125	\$ 313,125

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.

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

Bulkhead/Bridge Restoration Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year Adopted Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES					
Special Assmnts- Tax Collector	\$ 1,166,613	\$ 1,124,871	41,742	1,166,613	\$ 756,239
Special Assmnts - CDD Collected	-	-	-	-	-
Special Assmnts- Discounts	(46,665)	(42,882)	-	(42,882)	(30,250)
TOTAL REVENUES	1,119,948	1,081,989	41,742	1,123,731	725,990
EXPENDITURES					
<i>Administrative</i>					
ProfServ-Property Appraiser	17,499	-	17,499	17,499	11,344
Misc-Assessmnt Collection Cost	23,332	21,385	835	22,220	15,125
Total Administrative	40,831	21,385	18,334	39,719	26,468
<i>Field</i>					
Capital Outlay Bulkhead and Bridges Project	1,079,117	548,478	1,830,639	2,379,117	699,522
Total Field	1,079,117	548,478	1,830,639	2,379,117	699,522
TOTAL EXPENDITURES	1,119,948	569,863	1,848,973	2,418,836	725,990
Excess (deficiency) of revenues					
Over (under) expenditures	-	512,126	(1,807,231)	(1,295,105)	-
OTHER FINANCING SOURCES (USES)					
Loan Proceeds	-	-	1,300,000	1,300,000	-
Contribution to (Use of) Fund Balance	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	1,300,000	1,300,000	-
Net change in fund balance	-	512,126	(507,231)	4,895	-
FUND BALANCE, BEGINNING	-	-	(1,300,000)		4,895
FUND BALANCE, ENDING	\$ -	\$ 512,126	\$ (1,807,231)	\$ 4,895	\$ 4,895

**AMORTIZATION SCHEDULE
BRIDGE AND BULKHEAD CAPITAL PROJECT - LOAN**

Period Ending	Principal	Rate	Interest	Debt Service	Annual Debt Service
11/1/2020		3.35%	\$ 33,030	\$ 33,030	\$ 699,522
5/1/2021	\$ 644,564	3.35%	\$ 21,928	\$ 666,492	
11/1/2021		3.35%	\$ 11,055	\$ 11,055	\$ 677,547
5/1/2022	\$ 655,436	3.35%	\$ 11,055	\$ 666,492	
	\$ 1,300,000		\$ 77,068	\$ 1,377,068	\$ 1,377,068

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.

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
Total Funds Available (Estimated) - FY21	443,125

ALLOCATION OF AVAILABLE FUNDS**Assigned Fund Balance**

Operating Reserve - First Quarter Operating Capital		41,784 ⁽¹⁾
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

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

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	\$374.23	\$550.78	-32.1%	\$ 946.48	\$1,460.09	-35.2%	\$1,320.71	\$ 2,010.87	-34.3%
2-Story	228	\$374.23	\$550.78	-32.1%	\$ 946.48	\$ 1,460.09	-35.2%	\$1,320.71	\$ 2,010.87	-34.3%
4-Story	330	\$374.23	\$550.78	-32.1%	\$ 946.48	\$ 1,460.09	-35.2%	\$1,320.71	\$ 2,010.87	-34.3%
Duplex	176	\$374.23	\$550.78	-32.1%	\$ 946.48	\$ 1,460.09	-35.2%	\$1,320.71	\$ 2,010.87	-34.3%
	799									

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, December 14, 2020 at 2:00 P.M. at Cedar Hammock Clubhouse, 8660 Cedar Hammock Boulevard, Naples, FL.

Present and constituting a quorum were:

Norman Day	Chairman
Quentin Greeley	Vice Chairman
Fred Bally	Assistant Secretary

Also present were:

Justin Faircloth	District Manager
Resident	

The following is a summary of the discussions and actions taken at the December 14, 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 had additions to the agenda.
 - A revised Superior Waterway Services proposal dated December 2, 2020 which will be added under Old Business
 - Letter from Mr. Glase of Glase Golf indicating they will come back on site to utilize the existing rip rap material stored at the Club's maintenance facility for areas on

the lake banks which may need additional material installed at no additional cost to the District once the lake levels recede.

On MOTION by Mr. Greeley, seconded by Mr. Day, with all in favor, the agenda was approved as amended. 3-0

THIRD ORDER OF BUSINESS**Public Comments on Agenda Items**

- Mr. Faircloth received an email from Mr. Kurtzeborn requesting to move the CDD meetings from 2:00 pm to 3:00 pm. This was discussed at the last meeting and the Board opted not to change the dates or times. Further discussion ensued on this matter and on consensus the Board still maintained keeping their meeting dates and times the same.

FOURTH ORDER OF BUSINESS**Organizational Matters**

- A. Oath of Office for Newley Elected Supervisor, Seat 4 – Fred Bally and Seat 5 – Quentin Greeley**
 - Mr. Faircloth indicated both Mr. Bally and Mr. Greeley have already submitted their Oath of Office to the State and this part does not need to be done.
- B. Resolution 2021-01, Designation of Officers**
 - This item was tabled until all the Board members are in attendance.

FIFTH ORDER OF BUSINESS**Old Business**

- A. Bulkhead & Bridge Repair/Replacement Project Update**
 - Mr. Faircloth spoke with the engineer last week and the last item which had to be repaired and replaced for Glase Golf was various cartpath issues.
 - Mr. Day has been working on this and indicated he met with Todd and Glase Golf who indicated the work was not near the quality of the first contract, but they were willing to do whatever needed to be done to make it acceptable. Further discussion ensued on this matter.
 - Discussion ensued regarding the littoral planting required by the County on the lakes and according to Superior Waterway this has been completed. However, required signage was not included in the initial proposal and will need to be put in place. Mr. Faircloth asked Superior Waterway to complete this and informed them if it was inexpensive to go ahead

and do it, but if it is an expensive proposal, they should let him know so he can bring it back to the Board.

- Mr. Marshall come out and do a final inspection of the project and provide a sign off. The as built has been reviewed by Glase Golf. They have County sign off on all the building permits, Travis from Artistic Structures was responsible for this and they have it completed and signed off by the County. Bridging Solutions has also signed off on all the bridges as well as the walls that they have been built according to plan.
- The only thing that is outstanding is the retainage for Glase Golf which the Board requested they withhold \$35,000. Further discussion ensued on this matter and a letter was submitted for Board for consideration as well as the email located on page nine of the agenda.
- Mr. Faircloth reviewed payments made and indicated what was not included was the final payment to Banks Engineering, Superior Waterways, any other hourly billing for Inframark and how they settled with the club as there is an overage which they will discuss. The District has paid out \$31,367.17 for Club landscape expenses and Golf Harbor reimbursed the Club instead of providing the District with the reimbursement as directed by Mr. Kurtzeborn. Further discussion ensued on this matter.
- Mr. Greeley requested copies of the as built and discussion ensued regarding the lakes.
- Mr. Faircloth will have the engineer follow-up on lake capacity and quick claim deeds to be completed.

- i. **Glase Golf 11/25/20 Email Regarding Retainage**
- ii. **Cedar Hammock Golf Course Updated 10/31/20 Statement**

- Mr. Day had discussions with Glase Golf and shared his observations with the Board.

On MOTION by Mr. Day, seconded by Mr. Bally, with all in favor to rescind the prior motion made on November 9, 2020 for retainage in the amount of \$35,000 to Glase Golf was approved. 3-0

- Discussion ensued regarding final payment outstanding to Glase Golf.

On MOTION by Mr. Day seconded by Mr. Greeley, with all in favor, authorizing Mr. Faircloth to pay the final payment in the amount of \$226,234.07 to Glase Golf was approved. 3-0

B. Amendment to Facilities Operations and Maintenance Agreement

- Mr. Faircloth made the changes as requested to the agreement from the last meeting, but Mr. Day requested additional changes.
- Mr. Faircloth reviewed item two of the amendment and discussion ensued regarding word changes.

On MOTION by Mr. Day, seconded by Mr. Bally, with all in favor, amendment to the Facilities Operation and Maintenance Agreement changes to item two on the agreement were “from the pump house to the service gate valve for the irrigation of individual properties or the property lines” was approved. 3-0

- Mr. Day requested to send this updated agreement to Jim for review. Mr. Faircloth stated his plan was to provide it to Dan Cox for review and then the Master Association and if the Master Association agreed, he would bring it back to the Board for final execution.
- Mr. Faircloth addressed revised proposals for aeration for three lakes noting more have been added.
- Mr. Day outlined the changes and discussion followed on the power source for the additions and the location of the compressor.

On MOTION by Mr. Day seconded by Mr. Bally, with all in favor, a not to exceed of \$32,000.00 for aeration to be installed in Lake 4/Hole 1, Lake 6/Hole 1, Lake 10/Hole 6, Lake 11/Hole 5. Additionally, authorizing Inframark to bill for project management for this item at \$125 per hour was approved. 3-0

SIXTH ORDER OF BUSINESS

New Business

A. Discussion of Insurance Coverage

- Mr. Faircloth addressed an email from the insurance carrier with regard to covering the bridges and bulkheads.
- The Board requested staff to follow up with the insurer to see what could be covered and the cost. Additionally, staff should follow up with Mr. Kurtzeborn regarding the previous request sent to him on November 23, 2020.

B. New IQ Estimate 6264 Davis Blvd Entry Camera System

- Mr. Faircloth addressed the situation at the Davis Blvd gate.
- Discussion followed on funding.

On MOTION by Mr. Day seconded by Mr. Bally, with all in favor, the New IQ, LLC proposal to install a camera system at the Davis Blvd entrance in the amount of \$17,460.00 and table the previously discussed aeration project until Spring was approved. 3-0

- The Board discussed sealing the bridges on Lakes 8 and 9 and the options for doing so.
- Mr. Faircloth addressed the Club's revised statement from October 31, 2020 and the additional expense for Brokers Nursery. The difference between the \$2,796.00 invoice and a credit from Gulf Harbour of \$2,316.67 is \$479.33. The Board requested staff reimburse the Club.

On MOTION by Mr. Day seconded by Mr. Bally, with all in favor, to reimburse the Club \$479.33 was approved. 3-0

SEVENTH ORDER OF BUSINESS

Attorney's Report

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Engineer's Report

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Manager's Report

A. Approval of the Minutes of November 9, 2020 Meeting

- Mr. Faircloth asked if there were any changes, corrections, or deletions in the minutes of the meeting. There being none,

On MOTION by Mr. Greeley seconded by Mr. Day with all in favor the minutes of the November 9, 2020 meeting were approved as presented. 3-0

B. Acceptance of Financial Report, October 2020

- Mr. Faircloth presented the financial report to the Board and asked if there were any questions. There being none,

On MOTION by Mr. Bally seconded by Mr. Day with all in favor the financial report for October 2020 was accepted. 3-0

C. Follow-up Items

- The Board decided not to complete pavement repairs on Wax Myrtle that were caused by a dumpster being placed previously on the roadway for roof repairs without approval by the District.

TENTH ORDER OF BUSINESS

Supervisors' Request

- None.

ELEVENTH ORDER OF BUSINESS

Audience Comments

- None.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Day, seconded by Mr. Bally with all in favor, the meeting was adjourned at 4:37 p.m. 3-0

Justin Faircloth, Secretary

Norman Day, Chairman

9B.

CEDAR HAMMOCK
Community Development District

Financial Report

November 30, 2020

(Unaudited)

Prepared by:



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CEDAR HAMMOCK
Community Development District

Financial Statements

(Unaudited)

November 30, 2020

Balance Sheet
November 30, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	GF- BULKHEAD AND BRIDGE RESTORATION FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 722,327	\$ -	\$ 722,327
Due From Other Funds	-	454,205	454,205
Investments:			
Money Market Account	214,992	-	214,992
Deposits	1,359	-	1,359
TOTAL ASSETS	\$ 938,678	\$ 454,205	\$ 1,392,883
<u>LIABILITIES</u>			
Accounts Payable	\$ 7,718	\$ 370,633	\$ 378,351
Due To Other Funds	454,205	-	454,205
TOTAL LIABILITIES	461,923	370,633	832,556
<u>FUND BALANCES</u>			
Nonspendable:			
Deposits	1,359	-	1,359
Assigned to:			
Operating Reserves	108,140	-	108,140
Unassigned:	367,256	83,572	450,828
TOTAL FUND BALANCES	\$ 476,755	\$ 83,572	\$ 560,327
TOTAL LIABILITIES & FUND BALANCES	\$ 938,678	\$ 454,205	\$ 1,392,883

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 10,088	\$ 1,681	\$ 253	\$ (1,428)
Special Assmnts- Tax Collector	299,007	161,281	138,588	(22,693)
Special Assmnts- Discounts	(11,960)	(6,451)	(5,584)	867
TOTAL REVENUES	297,135	156,511	133,257	(23,254)

EXPENDITURES**Administration**

ProfServ-Engineering	30,000	5,000	2,290	2,710
ProfServ-Legal Services	4,249	708	953	(245)
ProfServ-Mgmt Consulting Serv	40,742	6,790	6,790	-
ProfServ-Property Appraiser	4,485	4,485	-	4,485
ProfServ-Special Assessment	8,938	-	-	-
ProfServ-Web Site Maintenance	696	116	116	-
Auditing Services	5,000	-	-	-
Postage and Freight	900	150	14	136
Insurance - General Liability	7,920	7,920	7,200	720
Printing and Binding	2,000	333	1	332
Legal Advertising	3,000	500	-	500
Misc-Bank Charges	700	117	-	117
Misc-Assessmnt Collection Cost	5,980	3,225	2,660	565
Misc-Web Hosting	1,799	300	30	270
Office Supplies	100	17	-	17
Annual District Filing Fee	175	175	175	-
Total Administration	116,684	29,836	20,229	9,607

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Field				
ProfServ-Field Management	1,633	272	2,953	(2,681)
Contracts-Water Mgmt Services	7,200	1,200	1,200	-
Utility - Cameras	1,268	211	120	91
Electricity - Wells	4,866	811	121	690
Electricity - Aerator	2,000	333	153	180
R&M-Lake	3,000	500	-	500
R&M-Plant Replacement	3,015	503	-	503
R&M Bulkheads	5,000	833	-	833
R&M - Bridges & Cart Paths	5,000	833	-	833
Misc-Contingency	17,469	2,911	-	2,911
Reserve - Bridges	10,000	1,667	-	1,667
Reserve - Bulkheads	10,000	1,667	-	1,667
Reserve - Lakes	10,000	1,667	-	1,667
Reserve - Roadways	100,000	16,667	-	16,667
Total Field	180,451	30,075	4,547	25,528
TOTAL EXPENDITURES	297,135	59,911	24,776	35,135
Excess (deficiency) of revenues				
Over (under) expenditures	-	96,600	108,481	11,881
Net change in fund balance	\$ -	\$ 96,600	\$ 108,481	\$ 11,881
FUND BALANCE, BEGINNING (OCT 1, 2020)	368,274	368,274	368,274	
FUND BALANCE, ENDING	\$ 368,274	\$ 464,874	\$ 476,755	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	756,239	246,611	350,509	103,898
Special Assmnts- Discounts	(30,250)	(9,865)	(14,124)	(4,259)
Other Miscellaneous Revenues	-	-	15,900	15,900
TOTAL REVENUES	725,989	236,746	352,285	115,539
EXPENDITURES				
Administration				
ProfServ-Property Appraiser	11,343	11,343	-	11,343
Misc-Assessmnt Collection Cost	15,124	4,931	6,728	(1,797)
Total Administration	26,467	16,274	6,728	9,546
Field				
Capital Outlay - Bulkheads	699,522	116,587	373,992	(257,405)
Total Field	699,522	116,587	373,992	(257,405)
Debt Service				
Operating Loan Repayment	-	-	3,475	(3,475)
Total Debt Service	-	-	3,475	(3,475)
TOTAL EXPENDITURES	725,989	132,861	384,195	(251,334)
Excess (deficiency) of revenues Over (under) expenditures	-	103,885	(31,910)	(135,795)
Net change in fund balance	\$ -	\$ 103,885	\$ (31,910)	\$ (135,795)
FUND BALANCE, BEGINNING (OCT 1, 2020)	115,482	115,481	115,482	
FUND BALANCE, ENDING	\$ 115,482	\$ 219,366	\$ 83,572	

CEDAR HAMMOCK
Community Development District

Supporting Schedules

November 30, 2020

**Non-Ad Valorem Special Assessments
(Collier County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2021**

					ALLOCATION	
Date Received	Net Amount Received	(Discount) Amount	Commission Amount	Amount Received	General Fund Assessments	Bulkhead/Bridge Restoration Assessments
Assessments Levied For FY 2021				\$ 1,055,247	\$ 299,010	\$ 756,238
Allocation %				100%	28%	72%
10/29/20	\$ 10,209	\$ 584	\$ 208	\$ 11,001	\$ 3,117	\$ 7,884
11/13/20	6,213	264	127	6,604	1,871	4,732
11/17/20	209,986	8,928	4,285	223,200	63,245	159,955
11/19/20	233,594	9,932	4,767	248,293	70,355	177,938
TOTAL	\$ 460,002	\$ 19,708	\$ 9,388	\$ 489,098	\$ 138,588	\$ 350,509
% COLLECTED					46%	46%
TOTAL OUTSTANDING					\$ 566,149	\$ 405,728

Cash and Investment Report*November 30, 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	0.25%	722,327
Money Market Account	BankUnited	Public Funds MMA	n/a	0.30%	<u>214,992</u>
				Total	<u><u>\$ 937,319</u></u>

Cedar Hammock CDD

Bank Reconciliation

Bank Account No. 2555 Valley National Bank GF
Statement No. 11/20
Statement Date 11/30/2020

G/L Balance (LCY)	722,326.69	Statement Balance	722,326.69
G/L Balance	722,326.69	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	722,326.69
Subtotal	722,326.69	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	722,326.69	Ending Balance	722,326.69
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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CEDAR HAMMOCK COMMUNITY DEVELOPMENT DISTRICT

**Payment Register by Fund
For the Period from 11/1/2020 to 11/30/2020
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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GENERAL FUND - 001

001	2504	11/12/20	BANKS ENGINEERING INC	1263CDD-98	ENGINEERING THRU 10/2020	ProfServ-Engineering	531013-51501	\$2,290.00
001	2506	11/12/20	DANIEL H. COX, P.A.	11032	GENERAL COUNSEL 10/2020	ProfServ-Legal Services	531023-51401	\$752.50
001	2508	11/19/20	CARDNO ENTRIX	302219	PROFESSIONAL SERVICE THRU 10/30/2020	Contracts-Water Mgmt Services	534047-53901	\$600.00
001	DD0111	11/23/20	FPL - ACH	11032020-92574 ACH	ACCT# 56324-92574 10/2-11/3/2020	Electricity - Wells	543050-53901	\$24.70
001	DD0112	11/14/20	FPL - ACH	11032020-94271 ACH	ACCT# 91615-94271 10/2-11/3/2020	Electricity - Aerator	543051-53901	\$63.90
001	DD0113	11/14/20	FPL - ACH	11032020-25561 ACH	ACCT# 14237-25561 10/2-11/3/20020	Electricity - Aerator	543051-53901	\$31.43
001	DD0114	11/22/20	FPL - ACH	11032020-52583 ACH	ACCT# 24773-52583 10/2-11/3/2020	Electricity - Wells	543050-53901	\$12.69
Fund Total								\$3,775.22

GF- BULKHEAD AND BRIDGE RESTORATION FUND - 002

002	2504	11/12/20	BANKS ENGINEERING INC	1263CDD-98	ENGINEERING THRU 10/2020	Capital Outlay Bulkhead and Bridges	564044-53901	\$231.00
002	2505	11/12/20	BRIDGING SOLUTIONS LLC	588	CEDAR HAMMOCK WALLS	Capital Outlay Bulkhead and Bridges	564044-53901	\$3,128.00
Fund Total								\$3,359.00

Total Checks Paid	\$7,134.22
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