

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT

June 8, 2020 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting for the Hammock Bay Community Development District Board of Supervisors was held on **Monday, June 8, 2020 at 10:30 a.m. (CST)** via conference call at 1-866-906-9330 with access code 9074748.

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Regular Meeting of the Hammock Bay Community Development District Board of Supervisors to order on **Monday, June 8, 2020 at 10:30 a.m. (CST)**.

Board Members Present and Constituting a Quorum:

Robert Sullivan	Chairman
Tim Edwards	Vice Chairman
Norman Kaiser	Supervisor
Manny Vital	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
Alex Wolfe	District Manager, Meritus
Brittany Crutchfield	District Manager, Meritus
Tucker Mackie	District Counsel, Hopping Green & Sams

There were no members of the general public in attendance on the conference call.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no resident questions or comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of Resolution 2020-01; Approving Fiscal Year 2021 Proposed Budget & Setting Public Hearing

Ms. Wolfe went over the resolution and proposed budget line items with the Board. An increase was recommended for the budget with regards to professional liability fund, trustee fees, and ADA website administration fees. The increase would be between \$14 and \$38 per year depending if the resident has paid off the bond or not. Ms. Mackie and Mr. Lamb went over the legal requirements and process for increasing the assessments. Supervisor Sullivan asked about the amount of the increase. The increase in expenditures is only going up by about \$1,000 this year vs. last year. However, in the previous years they used an average of about \$10,000 in reserve funds to pay for some of the budget overages. Mr. Lamb explained that they can likely go one more year with using reserve funds again, but then the following year they would need to increase the budget. Supervisor Edwards asked about the reserves. There are no legal

49 requirements for a reserve fund, but there are best management practices that say about 20%
50 should be in the reserve fund. Ms. Wolfe explained how when people do not pay their
51 assessments by the end of November, they do not maximize the discount the County gives them
52 and that is where the extra money that has been going into the reserves has been coming from.
53 Supervisor Edwards asked about doing a phased increase over time. Mr. Lamb went over that
54 there is an expense associated with every assessment increase.

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56 The Board discussed the increase. Supervisor Vital said people in the community are struggling
57 because of COVID-19 layoffs and it may not be a good year for increases. He wanted to get
58 some more information and start educating the neighbors for why the budget would need to be
59 increased next year and the use of the reserves. Supervisor Kaiser said because it is not a large
60 increase, he thought it would be best to go ahead and proceed with the increase this year.
61 Supervisor Edwards said he was worried about the financial impact on residents but also wanted
62 to know if there was a possibility that the CDD would not be able to pay their bills if they did not
63 increase the budget this year as recommended. Mr. Lamb said he thinks they would likely have
64 the capability of meeting the bills, but there are always unknowns. It would be subject to
65 everyone paying assessments and barring any disasters.

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MOTION TO:	Do not increase assessments this year and approve Resolution 2020-01 with the alternate to the exhibit that would indicate transfer of reserves to offsite any increase to the assessments that owners or residents would see on their tax bill.
MADE BY:	Supervisor Edwards
SECONDED BY:	Supervisor Vital
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/1 – Supervisor Kaiser opposed.

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Supervisor Vital asked about the possibility that CDD fees will be delinquent. Mr. Lamb went over that one of the benefits as it relates to CDDs vs. HOAs is that the CDDs are collected as part of taxes.

The Board asked about ADA website compliance fees. Mr. Lamb and Supervisor Edwards reviewed the new developments with ADA compliance requirements.

B. Acceptance of Financial Report for FY Ending September 30, 2019

Mr. Lamb reviewed the audit with the Board.

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MOTION TO:	Accept the Financial Report for FY Ending September 30, 2019 and authorize the Chair to sign any related forms.
MADE BY:	Supervisor Edwards
SECONDED BY:	Supervisor Sullivan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

C. Annual Disclosure of Qualified Electors

Mr. Lamb announced that there were 2,052 qualified electors in Hammock Bay CDD as of April 15, 2020.

D. 2020 Election Process

Mr. Lamb went over the 2020 election process with the Board. Seats 1, 2, and 3 will be up for election. The qualifying period is noon on Monday, June 8, 2020 through noon on Friday, June 12, 2020.

E. Consideration of Resolution 2020-02; General Elections, November 2020

Mr. Lamb went over the resolution with the Board.

MOTION TO:	Approve Resolution 2020-02.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Vital
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

F. Consideration of Resolution 2020-03; Internal Controls Policy

Ms. Mackie explained the resolution to the Board. The Board discussed.

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MOTION TO:	Approve Resolution 2020-03.
MADE BY:	Supervisor Edwards
SECONDED BY:	Supervisor Sullivan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

G. General Matters of the District

5. CONSENT AGENDA

- A. Consideration of Board of Supervisors Meeting Minutes August 26, 2019**
- B. Consideration of Operations and Maintenance Expenditures Aug. 2019 – Sep. 2019**
- C. Consideration of Operations and Maintenance Expenditures Oct. 2019 – Apr. 2020**
- D. Review of Financial Statements Month Ending April 30, 2020**

The Board reviewed the Consent Agenda items. Supervisor Edwards noted he had not followed up yet with Trustmark. Mr. Lamb said staff is looking into it and they can work together.

MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Edwards
SECONDED BY:	Supervisor Vital
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

6. VENDOR/STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There were no additional staff reports at this time.

7. SUPERVISOR REQUESTS AND COMMENTS

There were no supervisor requests or comments.

167 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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169 There were no audience questions or comments.

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171 The Board asked for confirmation on the date of the next meeting. Mr. Lamb answered that it
172 will be August 24, 2020 at 10:30 a.m. CST.

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175 **9. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Edwards
SECONDED BY:	Supervisor Kaiser
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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185 *The entire meeting is available on CD upon request.

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187 *These minutes were done in summary format.

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189 *Each person who decides to appeal any decision made by the Board with respect to any matter
190 considered at the meeting is advised that person may need to ensure that a verbatim record of the
191 proceedings is made, including the testimony and evidence upon which such appeal is to be based.

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193 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
194 meeting held on 08/24/2020.

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196 Brian Lamb
197 Signature

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199 Brian Lamb

200 Printed Name

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202 Title:

203 Secretary
204 Assistant Secretary

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Robert Sullivan
Signature

Robert Sullivan

Printed Name

Title:

Chairman
 Vice Chairman

Recorded by Records Administrator

Brittany Crutchfield
Signature

08/28/2020
Date

