HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING AND PUBLIC HEARING
AUGUST 22, 2016

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
AUGUST 22, 2016 at 9:30 a.m. CST

Hammock Bay Welcome Center
Located at 74 Great Hammock Bend, Freeport Florida 32439

District Board of Supervisors	Chairman	Robert Sullivan
	Vice Chairman	Tim Edwards
	Supervisor	Trish Dalton
	Supervisor	Manny Vital
	Supervisor	Norman Kaiser
District Manager	Meritus	Brian Lamb
District Attorney	Hopping Green & Sams, P.A.	Tucker Mackie
	.	
District Engineer	Connelly & Wicker, Inc.	Tyler Strickland

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at 9:30 a**.m. CST** with the first section called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items.** The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The third section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

August 22, 2016

Board of Supervisors
Hammock Bay
Community Development District

Dear Board Members:

The Regular Meeting and Public Hearing of the Board of Supervisors of the Hammock Bay Community Development District will be held on **Monday, August 22, 2016 at 9:30 a.m., CST** at the Hammock Bay Welcome Center, located at 74 Great Hammock Bend, Freeport Florida 32439. Included below is the agenda:

Conference Call Information: Dial 1-866-906-9330 Access Code: 4863181

1. CALL TO ORDER/ROLL CALL
2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS
3. STAFF REPORTS
A. District Counsel
1. Memo Regarding Legislative Changes ..... Tab 01 Page 04
2. Prompt Payment Policies and Procedures ..... Tab 02 Page 07
B. District Engineer
C. District Manager
4. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 BUDGET
A. Open Public Hearing on Proposed Fiscal Year 2017 Budget
B. Staff Presentations
C. Public Comment
D. Close Public Hearing on Proposed Fiscal Year 2017 Budget
A. Consideration of Resolution 2016-07; Adopting Fiscal Year 2017 Budget ..... Tab 03 Page 19
5. BUSINESS ADMINISTRATION
A. Consideration of Resolution 2016-08; Assessment Resolution ..... Tab 04 Page 30
B. Consideration of Resolution 2016-09; Designation of Treasurer & Asst. Treasurer ..... Tab 05 Page 32
C. Consideration of Resolution 2016-10; Setting FY 2017 Meeting Schedule ..... Tab 06 Page 33
E. General Matters of the District
6. CONSENT AGENDA
A. Consideration of the Board of Supervisors Meeting Minutes May 23, 2016 ..... Tab 07 Page 35
B. Consideration of Operations and Maintenance Expenditures August 2016 ..... Tab 08 Page 39
C. Review of Financial Statements Month Ending June 30, 2016 ..... Tab 09 Page 53
7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS
8. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Lamb
District Manager

Hopping Green & Sams

Attorneys and Counselors

Memorandum

To: District Manager

From: Hopping Green & Sams P.A.

RE: Public Records Statement for Contracts and Website Requirements

There are two recent legislative changes impacting special districts, including community development districts ("District(s)"), that you should be aware of. First, the Florida's Public Records Act (Chapter 119, *Florida Statutes*), has been amended to require additional language in contracts for services with a District – namely, certain contracts now need to identify the public records custodian and address how public records, in possession of the contractor, should be retained or transferred to the District. Second, Chapter 189, *Florida Statutes*, has been amended to add new requirements for the District's website. Below is a brief summary of the changes and actions you will need to take as District Manager.

Public Records Provision

The newly revised Section 119.0701, *Florida Statutes*, requires that certain contracts for services entered into or amended after July 1, 2016 include a provision, in 14-point boldfaced type, identifying the custodian of public records and his/her contact information. The new provision also requires contractors to provide certain records upon request by the custodian, or allow the records to be inspected and copied within a reasonable time. Requests for the records relating to these contracts for services must be made directly to the District. If the District does not possess the requested records, the District shall immediately notify the contractor of the request, and the contractor must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time. Please note, before a lawsuit to enforce records production against a contractor can be filed, the plaintiff must provide eight (8) business days' notice of non-compliance to the contractor and custodian before filing the action. If the contractor complies in that window, it is not liable for the reasonable costs of enforcement including attorney fees.

The following is a sample provision to include in agreements entered into or amended after **July 1, 2016**:

> **Section ___. Compliance with Public Records Laws.**
> Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **[Insert Name]** ("Public Records Custodian"). Should the Public Records Custodian change during the term of this Agreement, written notice shall be provided to Contractor per the Notice provisions described herein.

Such notice shall be considered accepted and effective upon delivery. Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT [Insert record custodian's phone number, e-mail address, and mailing address].

These statutory provisions do not apply to all District contracts, but instead only apply where a contractor enters into a services contract with a District and is "acting on behalf of" the District. While the courts have developed tests to determine whether a private company is "acting on behalf of" a governmental entity, the tests are very fact specific. Accordingly, we recommend that all District contracts include this language, but, in the event that a contractor is unwilling to agree to the terms, please contact us and we can evaluate whether the provision is applicable under Florida law. The law does not require you to provide notice to current service Contractors regarding the designated Public Records Custodian. However, if you are concerned that a current service Contractor should be notified of the District's designation of a Public Records Custodian, we suggest sending an informational letter to the Contractor and provide the Public Records Custodian information described above.

New Website Requirements

Chapter 189, *Florida Statutes,* applies generally to Districts and has been amended to add several new requirements for District websites, which requirements take effect on **October 1, 2016**:

- Tentative budgets must be posted at least two (2) days before the budget hearing and now remain on District websites for forty-five (45) days.[1]
- Final adopted budgets must be posted at least thirty (30) days after adoption and now remain on District websites for two (2) years.[2]
- Budget amendments must be posted within five (5) days after adoption and now remain on District websites for two (2) years.[3]
- A list of regularly scheduled meetings must be included on District websites.[4]
- The District's public facilities report must be included on District websites.[5]
- A link to the Department of Financial Services website must be included on District websites.[6]
- At least seven (7) days before a meeting or workshop, a District must post its agenda, along with any meeting materials available, on its website where it must remain for one (1) year.[7]

One obvious question is what happens when the agenda and meeting materials are not posted seven days in advance of the meeting. Certainly, the best advice is to strictly comply with the statute requirements. However, in the event that the agenda and/or materials are provided late or at the meeting itself, it appears, but is not clear, that the meeting can still be held and the items considered. There is some judicial precedent, on certain facts, that might allow a board to consider something not on the agenda, provided the public is given an opportunity to be heard before action is taken.[8] Accordingly, we would encourage you to make every effort to comply with these new statutory provisions and post last-minute meeting materials on District websites as soon as they become available. If you have questions on any particular item, please let us know.

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[1] Fla. Stat. § 189.016(4).
[2] *Id.*
[3] Fla. Stat. § 189.016(7).
[4] Fla. Stat. § 189.069(13).
[5] Fla. Stat. § 189.069(14).
[6] Fla. Stat. § 189.069(15).
[7] Fla. Stat. § 189.069(16).
[8] Please be aware that the Attorney General has advised boards to postpone formal action on any added items that are controversial. Op. Att'y Gen. Fla. Informal Opinion (March 24, 2006).

COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

In Accordance With the Local Government Prompt Payment Act
Chapter 218, Part VII, Florida Statutes

August 1, 2016

_____ Community Development District
Prompt Payment Policies and Procedures

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_____ Community Development District

Prompt Payment Policies and Procedures

I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, Florida Statutes) ("PPA"), the purpose of the _____ Community Development District ("District") Prompt Payment Policies and Procedures ("Policies & Procedures") is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method, which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is _____. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone _____, email _____, Fax _____).

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any

bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date
4. Invoice number
5. The "Bill To" party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of goods should also contain**:**
    a. A complete item description
    b. Quantity purchased
    c. Unit price(s)
    d. Total price (for each item)
    e. Total amount of invoice (all items)
    f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of services should also contain:
    a. Itemized description of services performed
    b. The location and date of delivery of the services to the District
    c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
    d. Itemization of other direct**,** reimbursable costs (including description and amount)
    e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
        i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
        ii. Paid receipt
        iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV A-D, above, unless otherwise specified in the terms of the applicable agreement or purchase

order between the District and the Contractor.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District's Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. Mailing and Drop Off Address

_____
c/o _____
_____
_____

2. Email Address

_____

VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. Receipt of Proper Invoice

Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.

2. Receipt of Improper Invoice

If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required**,** the time when payment is due from the District is forty-five (45) days from the <u>latest</u> date of the following:

a. On which delivery of personal property is fully accepted by the District
b. On which services are completed and accepted by the District
c. On which the contracted rental period begins (if applicable)
d. On which the District and the Vendor agree in a written agreement that provides payment due dates.

3. Rejection of an Improper Invoice

The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay or reject the corrected invoice no later than ten (10) business days after the date the corrected invoice is Date Stamped.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Contractor may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Contractor shall identify the Agent to which the Contractor shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Contractor's submission of a payment request to the Agent shall

be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.

b. The District's rejection of the Improper Payment Request must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

c. If a Contractor submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in § 218.735, Fla. Stat., for Construction Services, and § 218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Contractor

If a dispute between the District and a Contractor cannot be resolved following resubmission of a payment request by the Contractor, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.

2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.

3. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.

4. Any decision of the District Manager which would result in an expenditure above what is budgeted or which exceeds the original contract amount by more than $_____ [$25,000] shall be approved by the Board. A written explanation of the final decision made shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.

5. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to

recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider and shall clearly state such contingency. (§ 218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including but not limited to § 218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from 30 days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§ 218.74 (4), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from 30 days after the

due date, at the rate of one percent (1%) per month, or the rate specified by agreement, whichever is greater. The Contractor must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§ 218.735 (8)(i), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds $250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§ 218.78, Fla. Stat.).

RESOLUTION 2016-07

THE ANNUAL APPROPRIATION RESOLUTION OF THE HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2016, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Hammock Bay Community Development District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget (the "Proposed Budget"), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set August 22, 2016, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing or transmitted the Proposed Budget to the manager or administrator of Walton County for posting on its website; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the District Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

b. That the District Manager's Proposed Budget, attached hereto as Exhibit "A," as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes*, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2016 and/or revised projections for Fiscal Year 2017.

c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for the Hammock Bay Community Development District for the Fiscal Year Ending September 30, 2017," as adopted by the Board of Supervisors on August 22, 2016.

d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption or shall be transmitted to the manager or administrator of Walton County for posting on its website.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the Hammock Bay Community Development District, for the fiscal year beginning October 1, 2016, and ending September 30, 2017, the sum of $_____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	$_____
DEBT SERVICE FUND(S)	$_____
TOTAL ALL FUNDS	$_____

Section 3. Supplemental Appropriations

Pursuant to Section 189.016, *Florida Statutes*, the following provisions govern amendments to the budget(s) for any particular fund(s) listed above:

a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed $10,000 or 10% of the original appropriation.

c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws.

Introduced, considered favorably, and adopted this 22nd day of August, 2016.

ATTEST:

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

By:_____

Its:_____

2017

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017
PROPOSED ANNUAL OPERATING BUDGET

MAY 23, 2016

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017
PROPOSED ANNUAL OPERATING BUDGET

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MAY 23, 2016

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Hammock Bay Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a "solution" to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2017, which begins on October 1, 2016. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

Fund Number	Fund Name	Services Provided
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2016 Capital Improvement Revenue Bonds

Facilities of the District

The District's existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2016 Operating Budget	Current Period Actuals 10/1/2015 - 3/31/16	Projected Revenues & Expenditures 04/01/16 to 9/30/16	Total Actuals and Projections Through 09/30/16	Over/(Under) Budget Through 09/30/16
REVENUES					
SPECIAL ASSESSMENTS					
Operations & Maintenance Assmts-Tax Roll	46,629.00	32,707.69	11,715.13	44,422.82	(2,206.18)
Operations & Maintenance Assmts - Off-Roll	0.00	101.03	0.00	101.03	101.03
TOTAL SPECIAL ASSESSMENTS	**46,629.00**	**32,808.72**	**11,715.13**	**44,523.85**	**(2,105.15)**
INTERFUND TRANSFER					
Interfund Transfer	12,396.00	1,097.19	15,860.09	16,957.28	4,561.28
TOTAL INTERFUND TRANSFER	**12,396.00**	**1,097.19**	**15,860.09**	**16,957.28**	**4,561.28**
TOTAL REVENUES	**$59,025.00**	**$33,905.91**	**$27,575.22**	**$61,481.13**	**$2,456.13**
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	1,200.00	1,200.00	1,200.00	2,400.00	1,200.00
TOTAL LEGISLATIVE	**1,200.00**	**1,200.00**	**1,200.00**	**2,400.00**	**1,200.00**
FINANCIAL & ADMINISTRATIVE					
District Engineer	1,000.00	0.00	100.00	100.00	(900.00)
Disclosure Report	500.00	1,500.00	0.00	1,500.00	1,000.00
Trustees Fees	6,000.00	6,793.16	0.00	6,793.16	793.16
Management & Accounting Services	34,540.00	17,269.98	17,270.02	34,540.00	0.00
Auditing Services	6,500.00	0.00	6,500.00	6,500.00	0.00
Arbitrage Rebate Calculation	650.00	650.00	0.00	650.00	0.00
Financial Services	250.00	0.00	0.00	0.00	(250.00)
Postage, Phone, Faxes, Copies	500.00	309.60	0.00	309.60	(190.40)
Professional Liability Insurance	1,800.00	1,838.00	0.00	1,838.00	38.00
Legal Advertising	750.00	1,127.33	500.00	1,627.33	877.33
Bank Fees	500.00	405.20	405.20	810.40	310.40
Dues, Licenses & Fees	185.00	175.00	0.00	175.00	(10.00)
Website Administration	0.00	480.42	0.00	480.42	480.42
TOTAL FINANCIAL & ADMINISTRATIVE	**53,175.00**	**30,548.69**	**24,775.22**	**55,323.91**	**2,148.91**
LEGAL COUNSEL					
District Counsel	3,800.00	1,575.22	1,500.00	3,075.22	(724.78)
TOTAL LEGAL COUNSEL	**3,800.00**	**1,575.22**	**1,500.00**	**3,075.22**	**(724.78)**
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	750.00	582.00	0.00	582.00	(168.00)
HOA Maintenance Agreement	100.00	0.00	100.00	100.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	**850.00**	**582.00**	**100.00**	**682.00**	**(168.00)**
TOTAL EXPENDITURES	**$59,025.00**	**$33,905.91**	**$27,575.22**	**$61,481.13**	**$2,456.13**
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

FISCAL YEAR 2016 BUDGET ANALYSIS

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2016 Operating Budget	Total Actuals and Projections Through 09/30/16	Over/(Under) Budget Through 09/30/16	Fiscal Year 2017 Proposed Operating Budget	Increase / (Decrease) from FY 2016 to FY 2017
REVENUES					
SPECIAL ASSESSMENTS					
Operations & Maintenance Assmts-Tax Roll	46,629.00	44,422.82	(2,206.18)	46,629.00	0.00
Operations & Maintenance Assmts - Off-Roll	0.00	101.03	101.03	0.00	0.00
TOTAL SPECIAL ASSESSMENTS	**46,629.00**	**44,523.85**	**(2,105.15)**	**46,629.00**	**0.00**
INTERFUND TRANSFER					
Interfund Transfer	12,396.00	16,957.28	4,561.28	12,396.00	0.00
TOTAL INTERFUND TRANSFER	**12,396.00**	**16,957.28**	**4,561.28**	**12,396.00**	**0.00**
TOTAL REVENUES	**$59,025.00**	**$61,481.13**	**$2,456.13**	**$59,025.00**	**$0.00**
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	1,200.00	2,400.00	1,200.00	1,200.00	0.00
TOTAL LEGISLATIVE	**1,200.00**	**2,400.00**	**1,200.00**	**1,200.00**	**0.00**
FINANCIAL & ADMINISTRATIVE					
District Engineer	1,000.00	100.00	(900.00)	1,000.00	0.00
Disclosure Report	500.00	1,500.00	1,000.00	500.00	0.00
Trustees Fees	6,000.00	6,793.16	793.16	6,000.00	0.00
Management & Accounting Services	34,540.00	34,540.00	0.00	34,540.00	0.00
Auditing Services	6,500.00	6,500.00	0.00	6,500.00	0.00
Arbitrage Rebate Calculation	650.00	650.00	0.00	650.00	0.00
Financial Services	250.00	0.00	(250.00)	250.00	0.00
Postage, Phone, Faxes, Copies	500.00	309.60	(190.40)	500.00	0.00
Professional Liability Insurance	1,800.00	1,838.00	38.00	1,800.00	0.00
Legal Advertising	750.00	1,627.33	877.33	750.00	0.00
Bank Fees	500.00	810.40	310.40	500.00	0.00
Dues, Licenses & Fees	185.00	175.00	(10.00)	185.00	0.00
Website Administration	0.00	480.42	480.42	0.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	**53,175.00**	**55,323.91**	**2,148.91**	**53,175.00**	**0.00**
LEGAL COUNSEL					
District Counsel	3,800.00	3,075.22	(724.78)	3,800.00	0.00
TOTAL LEGAL COUNSEL	**3,800.00**	**3,075.22**	**(724.78)**	**3,800.00**	**0.00**
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	750.00	582.00	(168.00)	750.00	0.00
HOA Maintenance Agreement	100.00	100.00	0.00	100.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	**850.00**	**682.00**	**(168.00)**	**850.00**	**0.00**
TOTAL EXPENDITURES	**$59,025.00**	**$61,481.13**	**$2,456.13**	**$59,025.00**	**$0.00**
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

FISCAL YEAR 2017
PROPOSED ANNUAL OPERATING BUDGET

GENERAL FUND 001

FINANCIAL & ADMINISTRATIVE

District Engineer

Requirements for engineering services are estimated annual expenditures on as needed basis and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, contract preparation and review, etc.

Disclosure Report

This is required of the District as part of the bond indentures.

Trustees Fees

This is required of the District as part of the bond indentures.

Management & Accounting Ser

As part of the consulting managers contract, the District retains Accounting Services to process invoices, prepare tax-rolls and record the District's transactions in compliance with governmental accounting standards.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Arbitrage Rebate Calculation

This is required of the District as part of the bond indentures.

Postage, Phone, Faxes, Copies

Cost of materials and service to produce agendas and conduct day-to-day business of the District.

Professional Liability Insuranc

The District carries Public Officials Liability in the amount of $1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Capital Outlay

This is to purchase new equipment as required.

GENERAL FUND 001

LEGAL COUNSEL

District Counsel

Requirements for legal services are estimated annual expenditures on an as needed basis and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, contract

The District carries $1,000,000 in general liability and also has sovereign immunity.

HOA Maintenance Agreement

An agreement in place between the District and the HOA allows the HOA to govern the repairs and maintenenace program of District assets.

INTERFUND TRANSFER

Transfers

A provision has been made to collect amounts attributable to collection costs on Series 2016 A Bonds to be transferred to Debt Service Revenue Funds.

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

REVENUES		
CDD Debt Service Assessments	$	222,795
TOTAL REVENUES	**$**	**222,795**

EXPENDITURES		
Series 2016 May Bond Principal Payment	$	120,000
Series 2016 May Bond Interest Payment	$	52,388
Series 2016 November Bond Interest Payment	$	50,408
TOTAL EXPENDITURES	**$**	**222,795**
EXCESS OF REVENUES OVER EXPENDITURES	**$**	**-**

ANALYSIS OF BONDS OUTSTANDING		
Bonds Outstanding - Period Ending 11/1/2016	$	3,175,000
Principal Payment Applied Toward Series 2016 Bonds	$	120,000
Bonds Outstanding - Period Ending 11/1/2017	**$**	**3,055,000**

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS [1]

				Fiscal Year 2016					Fiscal Year 2017					Assessment Variance [2]	
Lot Size	EAU Value	Total Unit Count	Debt Service Unit Count	Debt Service Per Unit	O&M Per Unit w/o Debt Service	O&M Per Unit with Debt Service	Fiscal Year 2016 Total w/o Debt Service	Fiscal Year 2016 Total with Debt Service	Debt Service Per Unit	O&M Per Unit w/o Debt Service	O&M Per Unit with Debt Service	Fiscal Year 2017 Total w/o Debt Service	Fiscal Year 2017 Total with Debt Service	Inc/(Dec) In O&M w/o DS Per Unit	Inc/(Dec) In O&M with DS Per Unit
60	1.00	3	3	$669.10	$64.39	$107.48	**$64.39**	**$776.58**	$526.88	$64.39	$107.48	**$64.39**	**$634.36**	$0.00	($142.22)
70	1.17	107	36	$782.85	$64.39	$107.48	**$64.39**	**$890.33**	$616.45	$64.39	$107.48	**$64.39**	**$723.93**	$0.00	($166.40)
75	1.25	92	43	$836.38	$64.39	$107.48	**$64.39**	**$943.86**	$658.60	$64.39	$107.48	**$64.39**	**$766.08**	$0.00	($177.78)
80	1.33	149	112	$889.91	$64.39	$107.48	**$64.39**	**$997.39**	$700.76	$64.39	$107.48	**$64.39**	**$808.24**	$0.00	($189.15)
85	1.42	1	1	$950.13	$64.39	$107.48	**$64.39**	**$1,057.61**	$748.18	$64.39	$107.48	**$64.39**	**$855.66**	$0.00	($201.95)
90	1.50	5	1	$1,003.65	$64.39	$107.48	**$64.39**	**$1,111.13**	$790.32	$64.39	$107.48	**$64.39**	**$897.80**	$0.00	($213.33)
95	1.58	2	2	$1,057.18	$64.39	$107.48	**$64.39**	**$1,164.66**	$832.47	$64.39	$107.48	**$64.39**	**$939.95**	$0.00	($224.71)
100	1.67	73	54	$1,117.40	$64.39	$107.48	**$64.39**	**$1,224.88**	$879.89	$64.39	$107.48	**$64.39**	**$987.37**	$0.00	($237.51)
110	1.83	22	15	$1,224.46	$64.39	$107.48	**$64.39**	**$1,331.94**	$964.19	$64.39	$107.48	**$64.39**	**$1,071.67**	$0.00	($260.27)
Commercial	2.00	50	50	$1,338.21	$64.39	$107.48	**$64.39**	**$1,445.69**	$1,053.77	$64.39	$107.48	**$64.39**	**$1,161.25**	$0.00	($284.44)
Total		**504**	**317**												

Notations:

[1] Annual assessments are adjusted for collection costs and early payment discounts of 6%.

[2] An increase in assessments creates a positive figure; conversely, a decrease in assessments creates a negative figure.

RESOLUTION 2016-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT; IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Hammock Bay Community Development District (the "District") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Walton County, Florida (the "County"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors of the District ("Board") hereby determines to undertake various operations and maintenance activities described in the District's budget(s) for Fiscal Year 2016-2017 ("Budget"), attached hereto as Exhibit "A" and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District's Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("Uniform Method"); and

WHEREAS, the District has previously evidenced its intention to utilize this Uniform Method; and

WHEREAS, the District has approved an Agreement with the Property Appraiser and Tax Collector of the County to provide for the collection of the special assessments under the Uniform Method; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect on the tax roll pursuant to the Uniform Method and which is also indicated on Exhibit "A"; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Hammock Bay Community Development District (the "Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the

property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities, and operations as described in Exhibit "A" confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the costs of the assessments. The allocation of the costs to the specially benefitted lands is shown in Exhibits "A" and "B" and is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with Exhibits "A" and "B." The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. The District shall also collect its previously levied debt service assessments pursuant to the Uniform Method, as indicated on Exhibits "A" and "B." The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as Exhibit "B," is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the Hammock Bay Community Development District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Hammock Bay Community Development District.

PASSED AND ADOPTED this 22nd day of August, 2016.

ATTEST:

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary / Assistant Secretary

By:_____

Its:_____

Exhibit A: Budget
Exhibit B: Assessment Roll

RESOLUTION 2016-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A TREASURER AND ASSISTANT TREASURER

WHEREAS, Hammock Bay Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Walton County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint a Treasurer and Assistant Treasurer;

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

Section 1. Erin TenBroek is appointed Treasurer.

Eric Davidsoon is appointed Assistant Treasurer.

Section 2. All prior designations which are inconsistent with the designation herein are forthwith rescinded.

Section 3. This Resolution shall become effective on August 22, 2016.

PASSED AND ADOPTED THIS 22ND DAY OF AUGUST, 2016.

ATTEST:

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT

_____
SECRETARY / ASSISTANT SECRETARY

_____
CHAIRMAN

RESOLUTION 2016-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

WHEREAS, Hammock Bay Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Walton County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board"), is statutorily authorized to exercise the powers granted to the District, and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the Hammock Bay Community Development District, for the Fiscal Year 2017, shall be held as provided on the schedule, which is attached hereto and made a part heretofore, as Exhibit A.

Section 2. In accordance with Section 189.417(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with Walton County and the Florida Department of Community Affairs, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 22ND DAY OF AUGUST, 2016.

HAMMOCK BAY
COMMUNITY DEVELOPMENT DISTRICT

_____

CHAIRMAN

ATTEST:

_____

SECRETARY

EXHIBIT A

BOARD OF SUPERVISORS MEETING DATES
HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE

FISCAL YEAR 2016/2017

May 22, 2017	9:30 a.m.
August 28, 2017	9:30 a.m.

All meetings will convene at 9:30 a.m. CST, at Hammock Bay Welcome Center, located at 74 Great Hammock Bend, Freeport, Florida, 32439.

HAMMOCK BAY COMMUNITY DEVELOPMENT DISTRICT

May 23, 2016 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, May 23, 2016 at 9:30 a.m. (CST) at the **Hammock Bay Welcome Center,** located at 74 Great Hammock Bend, Freeport, FL 32439**.**

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, May 23, 2016 at 9:40 a.m. (CST)

Board Members Present and Constituting a Quorum:

Robert Sullivan	Chairman
Manuel Vital	Supervisor
Norman Kaiser	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus *(via speakerphone)*
Tucker Mackie	District Counsel *(via speakerphone)*
Mary Rosenheim	Representative from Jay Odom Group

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

No audience members present.

3. STAFF REPORTS

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

4. BUSINESS ADMINISTRATION

A. Consideration of Resolution 2016-04; Designation of Assistant Secretary

Mr. Lamb reviewed this Resolution with the Board.

MOTION TO:	Approve Resolution 2016-04.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Vital
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

DRAFT

B. Consideration of Resolution 2016-06; Approving Proposed Fiscal Year 2017 Budget & Setting Public Hearing

Mr. Lamb reviewed this Resolution with the Board. Mr. Lamb went over the budget with the Board by line items. There is no change in the budget from the last fiscal year. The public hearing is set for August 22, 2016 at 9:30 a.m. EST.

(Full discussion available on audio)

MOTION TO:	Approve Resolution 2016-06.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Vital
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

C. Annual Disclosure of Qualified Electors

Mr. Lamb disclosed there are 781 qualified electors in the Hammock Bay CDD.

D. 2016 Election Process

Mr. Lamb reviewed the election process with the Board and stated there are three seats up for election in November. Seats 1, 2, and 3 are up for election with 4 year terms.

District Counsel went over the details of the election process with the Board and answered all Board questions.

E. General Matters of the District

5. CONSENT AGENDA

A. Consideration of the Board of Supervisors Meeting Minutes January 22, 2016

The Board reviewed the minutes. Correction to page 1 line 26 name of company.

MOTION TO:	Accept January 22, 2016 minutes with corrections.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Kaiser
DISCUSSION:	None Further.
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

DRAFT

B. Consideration of Operations and Maintenance Expenditures May 2016

The Board reviewed the O&M's.

MOTION TO:	Approve O&M for May 2016.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Kaiser
DISCUSSION:	None Further.
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

C. Review of Financial Statements Month Ending March 31, 2016

Mr. Lamb reviewed the financials.

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Question on Facilities of the District on the proposed budget. Mr. Lamb will clarify.
Question on wetland preserve area.
Detailed discussion regarding controlled burns and some of the mitigation areas.

(Full discussion available on audio)

7. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Sullivan
SECONDED BY:	Supervisor Vital
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

DRAFT

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

**These minutes were done in summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

_____	_____
Signature	**Signature**
_____	_____
Printed Name	**Printed Name**
Title:	**Title:**
□ **Secretary**	□ **Chairman**
□ **Assistant Secretary**	□ **Vice Chairman**

Official District Seal

Recorded by Records Administrator

_____

Signature

_____

Date

DRAFT

Hammock Bay Community Development District
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	7410	$ 2,887.24		Management Service - June
Meritus Districts	7459	2,891.68		Management Service - July
Meritus Districts	7493	2,899.28	**$ 8,678.20**	Management Service - August
Monthly Contract Sub-Total		**$ 8,678.20**		
Variable Contract				
Hopping Green & Sams	87616	$ 150.00		Professional Service thru 03/31/16 - General
Hopping Green & Sams	88681	604.47	**$ 754.47**	Professional Service thru 05/31/16 - General
Variable Contract Sub-Total		**$ 754.47**		
Utilities				
Utilities Sub-Total		**$ 0.00**		
Regular Services				
Halifax Media Group	2028368-0516	$ 162.41		Advertising - 05/18/16
Supervisor: Manuel Vital	MV052316	200.00		Supervisor Fee - 05/23/16
Supervisor: Norman Kaiser	NK052316	200.00		Supervisor Fee - 05/23/16
Supervisor: Robert Sullivan	RS052316	200.00	**$ 600.00**	Supervisor Fee - 05/23/16
Regular Services Sub-Total		**$ 762.41**		
Additional Services				
Carr Riggs & Ingram	16133974	$ 2,000.00		Initial Billing of Audit FY15
Carr Riggs & Ingram	16151396	2,000.00		Second Billing of Audit FY15
Carr Riggs & Ingram	16158998	2,000.00		Third Billing for Audit FY15

Hammock Bay Community Development District
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Carr Riggs & Ingram	16171055	500.00	**$ 6,500.00**	Final Billing on Audit FY15
Additional Services Sub-Total		**$ 6,500.00**		
TOTAL:		**$ 16,695.08**		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

[ ] Chairman [ ] Vice Chairman [ ] Assistant Secretary

Meritus Districts
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

Meritus Districts
Solutions for Better Communities.

INVOICE

Invoice Number: 7410
Invoice Date: Jun 1, 2016
Page: 1

Bill To:	Ship to:
Hammock Bay CDD 2005 Pan Am Circle Ste 120 Tampa, FL 33607	

Customer ID	Customer PO	Payment Terms	
Hammock Bay CDD		Net Due	
Sales Rep ID	**Shipping Method**	**Ship Date**	**Due Date**
51300	Best Way		6/1/16

Quantity	Item	Description	Unit Price	Amount
	DMS 3101	District Management Services - June		2,878.33
	Postage	Postage - April		1.43
22.00	Copies - B/W 4101	Copies: B/W - April	0.15	3.30
	EXP	Express Delivery Services - 4/25/16		4.18
	H052016		MAY 18 2016	

Subtotal	2,887.24
Sales Tax	
Total Invoice Amount	2,887.24
Payment/Credit Applied	
TOTAL	**2,887.24**

Check/Credit Memo No:

Approved 5/25/2016 by bhowell

Meritus Districts
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

Meritus Districts
Solutions for Better Communities.

INVOICE

Invoice Number: 7459
Invoice Date: Jul 1, 2016
Page: 1

Bill To:	Ship to:
Hammock Bay CDD 2005 Pan Am Circle Ste 120 Tampa, FL 33607	

Customer ID	Customer PO	Payment Terms	
Hammock Bay CDD		Net Due	
Sales Rep ID	**Shipping Method**	**Ship Date**	**Due Date**
	Best Way		7/1/16

Quantity	Item	Description	Unit Price	Amount
	DMS 3101	District Management Services - July		2,878.33
89.00	Copies - B/W 4101	Copies: B/W - May	0.15	13.35
	HB 062016			

Subtotal	2,891.68
Sales Tax	
Total Invoice Amount	2,891.68
Payment/Credit Applied	
TOTAL	**2,891.68**

Check/Credit Memo No:

Approved 6/29/2016 by bhowell

Meritus Districts
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

Meritus Districts
Solutions for Better Communities.

INVOICE

Invoice Number: 7493
Invoice Date: Aug 1, 2016
Page: 1

Bill To:	Ship to:
Hammock Bay CDD 2005 Pan Am Circle Ste 120 Tampa, FL 33607	

Customer ID	Customer PO	Payment Terms	
Hammock Bay CDD		Net Due	
Sales Rep ID	**Shipping Method**	**Ship Date**	**Due Date**
	Best Way		8/1/16

Quantity	Item	Description	Unit Price	Amount
	DMS	District Management Services - August		2,878.33
	Postage	Postage - June		10.15
72.00	Copies - B/W	Copies: B/W - June	0.15	10.80

Subtotal	2,899.28
Sales Tax	
Total Invoice Amount	2,899.28
Payment/Credit Applied	
TOTAL	**2,899.28**

Check/Credit Memo No:

Approved 7/22/2016 by dhukill

HB062016

072216

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

April 30, 2016

Hammock Bay Community Development District
Meritus Districts
2005 Pan Am Circle, Ste 120
Tampa, FL 33607

Bill Number 87616
Billed through 03/31/2016

General Representation
HAMBAY 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

03/01/16	AHJ	Prepare letter to district manager regarding notice of qualifying period for election of supervisors.	0.10 hrs
03/03/16	DGW	Communications with bond counsel regarding original closing documents; research same; conferences with Mackie regarding same.	0.90 hrs
03/07/16	AHJ	Revise and assemble exhibit to letter regarding notice of qualifying period for election of supervisors.	0.20 hrs
	Total fees for this matter		$150.00

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.30 hrs	125 /hr	$37.50
Wilbourn, David - Paralegal	0.90 hrs	125 /hr	$112.50
TOTAL FEES			$150.00
TOTAL CHARGES FOR THIS MATTER			**$150.00**

MAY 13 2016

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.30 hrs	125 /hr	$37.50
Wilbourn, David - Paralegal	0.90 hrs	125 /hr	$112.50
TOTAL FEES			$150.00
TOTAL CHARGES FOR THIS BILL			**$150.00**

Please include the bill number on your check.

HB 052016
51400 3107

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

June 30, 2016

Hammock Bay Community Development District
Meritus Districts
2005 Pan Am Circle, Ste 120
Tampa, FL 33607

Bill Number 88681
Billed through 05/31/2016

HB 0202016

General Representation
HAMBAY 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

05/02/16	JLE	Review auditor request letter; review and revise response to the same; follow-up regarding the same.	0.20 hrs
05/02/16	JLG	Prepare response to auditor letter.	0.70 hrs
05/19/16	TFM	Review tentative agenda.	0.30 hrs
05/23/16	TFM	Prepare for and attend board meeting by phone; confer with Johnson and Williams.	1.10 hrs
05/23/16	DGW	Draft annual budget and assessment documents; draft election documents.	1.20 hrs
		Total fees for this matter	$602.00

DISBURSEMENTS

Copying Charges	2.00
Postage	0.47
Total disbursements for this matter	$2.47

51400 507

MATTER SUMMARY

Wilbourn, David - Paralegal	1.20 hrs	125 /hr	$150.00
Earlywine, Jere L.	0.20 hrs	265 /hr	$53.00
Gillis, Jennifer L. - Legal Assistant	0.70 hrs	100 /hr	$70.00
Mackie, A.Tucker Frazee	1.40 hrs	235 /hr	$329.00
TOTAL FEES			$602.00
TOTAL DISBURSEMENTS			$2.47
TOTAL CHARGES FOR THIS MATTER			**$604.47**

BILLING SUMMARY

Wilbourn, David - Paralegal	1.20 hrs	125 /hr	$150.00

Approved 7/22/2016 by dhukill

Earlywine, Jere L.	0.20 hrs	265 /hr	$53.00
Gillis, Jennifer L. - Legal Assistant	0.70 hrs	100 /hr	$70.00
Mackie, A.Tucker Frazee	1.40 hrs	235 /hr	$329.00

TOTAL FEES	$602.00
TOTAL DISBURSEMENTS	$2.47
TOTAL CHARGES FOR THIS BILL	**$604.47**

Please include the bill number on your check.

Halifax MEDIA GROUP NORTHWEST FLORIDA NEWSPAPERS • DIGITAL

Halifax Media Group
Northwest Florida
Tax ID 47-2464860
TEL: (866) 470-7133
FAX: (863) 802-7825

Advertising Invoice

INVOICE DATE	INVOICE NO.
5/29/2016	2028368-0516

Location ID DN Balance Due $162.41

7 - 147

REMIT TO: Halifax Media Group,
Northwest Florida
P.O. Box 102801
Atlanta, GA 30368-2801

HAMMOCK BAY COMM DEVELOP
5680 W CYPRESS ST STE 5680A
TAMPA FL 33607-7002

1002028368000001624 12

TO ASSURE PROPER CREDIT - PLEASE RETURN TOP PORTION WITH REMITTANCE - ENTER ACCOUNT NUMBER ON YOUR CHECK

ACCOUNT NUMBER	CURRENT	PAST DUE 31-60 DAYS	PAST DUE 61-90 DAYS	PAST DUE 91-OVER
2028368	$162.41	$0.00	$0.00	$0.00

DATE	REF #	DESCRIPTION	UNITS	RATE	AMOUNT
05/02/16	AGING	* Balance Forward *			343.90-
05/10/16	3913	9100-FF Payment--Thank You *T 34561802*			167.18-
05/10/16	2753011	9630-DN Refund Check *4/18 CK REFND DUP PYMT 1801450*			343.90
05/16/16	34761802	4110-DN Legal Line *2016464 MEETING 5/23*	102.00		167.18
05/18/16	34767279	4110-DN Legal Line *2016601 BOARD CANDIDATES*	99.00		162.41

HBOARD16
51300 4861

JUN 13 2016

Approved 6/15/2016 by bhowell

Important! Please make note of our NEW payment remittance address. To ensure prompt posting of your payment, it is important that you use this new address. This statement is Due and Payable Upon Receipt. A Service charge of 1.5% per month will be charged to accounts unpaid 30 days.

PREVIOUS BALANCE		NEW CHARGES		CREDITS		BALANCE DUE
$343.90CR	(±)	$673.49	-	$167.18	=	**$162.41**

Halifax MEDIA GROUP NORTHWEST FLORIDA NEWSPAPERS • DIGITAL

Questions regarding this invoice should call:
Tel: (866) 470-7133
Fax: (863) 802-7825

HAMMOCK BAY CDD
MEETING DATE: May 23, 2016
DMS Staff Signature _____

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
TRISH DALTON		SALARY WAIVED	0.00
ROBERT SULLIVAN	✓	SALARY ACCEPTED	$200.00
TIM EDWARDS		SALARY ACCEPTED	$200.00
NORMAN KAISER	✓	SALARY ACCEPTED	$200.00
MANUEL VITAL	✓	SALARY ACCEPTED	$200.00

_____

MAY 24 2016

_____

Approved 6/1/2016 by dhukill

CRI CARR RIGGS & INGRAM
CPAs and Advisors
500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Hammock Bay CDD
c/o District Management Services
5680 W. Cypress Street Ste A
Tampa, FL 33607

Invoice No. 16133974 (include on check)
Date 04/28/2016
Client No. 20-03076.000

Professional services rendered as follows:

Initial progress billing on audit of financial statements
as of September 30, 2015. $ 2,000.00

HB052016
51300 3202

MAY 13 2016

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
2,000.00	0.00	0.00	0.00	0.00	2,000.00

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 04/28/2016 Client No: 20-03076
Invoice Number: 16133974 Total Amount Due: $ 2,000.00 Hammock Bay CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

Approved 5/18/2016 by dhukill

CRI CARR RIGGS & INGRAM
CPAs and Advisors
500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Hammock Bay CDD
c/o Meritus
2005 Pan AM Circle, Suite 120
Tampa, FL 33607

Invoice No. *16151396 (include on check)*
Date *05/31/2016*
Client No. *20-03076.000*

Professional services rendered as follows:

Second progress billing on audit of financial statements
as of September 30, 2015. $ 2,000.00

HB0520116
57200-3202

JUN 08 2016

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
4,000.00	0.00	0.00	0.00	0.00	4,000.00

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 05/31/2016 Client No: 20-03076
Invoice Number: 16151396 Total Amount Due: $ 2,000.00 Hammock Bay CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

Approved 6/10/2016 by bhowell

CRI CARR RIGGS & INGRAM
CPAs and Advisors
500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Hammock Bay CDD
c/o District Management Services
5680 W. Cypress Street Ste A
Tampa, FL 33607

Invoice No. *16158998 (include on check)*
Date *06/30/2016*
Client No. *20-03076.000*

Professional services rendered as follows:

Third progress billing on audit of financial statements
as of September 30, 2015. $ 2,000.00

JUL 11 2016

HB002016 51300 3202

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
2,000.00	0.00	0.00	0.00	0.00	2,000.00

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 06/30/2016 Client No: 20-03076
Invoice Number: 16158998 Total Amount Due: $ 2,000.00 Hammock Bay CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

Approved 7/19/2016 by bhowell

CRI CARR RIGGS & INGRAM
CPAs and Advisors
500 Grand Boulevard, Suite 210
Miramar Beach, FL 32550
850-837-3141
Federal ID 72-1396621

Hammock Bay CDD
c/o District Management Services
5680 W. Cypress Street Ste A
Tampa, FL 33607

Invoice No. *16171055 (include on check)*
Date *07/29/2016*
Client No. *20-03076.000*

Professional services rendered as follows:

Final billing on audit of financial statements
as of September 30, 2015. $ 500.00

51300 3202

HB062016

AUG 01 2016

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
2,500.00	0.00	0.00	0.00	0.00	2,500.00

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 07/29/2016 Client No: 20-03076
Invoice Number: 16171055 Total Amount Due: $ 500.00 Hammock Bay CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

Approved 8/10/2016 by bhowell

Hammock Bay
Community Development District

Financial Statements
(Unaudited)

Period Ending
June 30, 2016

Meritus Districts
2005 Pan Am Circle ~ Suite 120 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Hammock Bay Community Development District

Balance Sheet

As of 6/30/2016

(In Whole Numbers)

	General Fund	Debt Service Fund Series 2004	Debt Service Fund Series 2016	Capital Projects Fund Series 2016	General Fixed Assets Account Group	General Long-Term Debt Account Group
Assets						
Cash-Operating Account 2	158,919	0	0	0	0	0
Accounts Receivable - Other	0	0	0	0	0	0
Due From General Fund	0	83,647	1,050	0	0	0
Due From Debt Service Fund	0	0	0	0	0	0
Interest Receivable	0	0	0	0	0	0
Investments--Interest Account--Series 2004A	0	0	0	0	0	0
Investments--Prepayment Account-Series2004A	0	0	0	0	0	0
Investments--Reserve Account--Series 2004A	0	0	0	0	0	0
Investments--Revenue Account-Series 2004A	0	0	0	0	0	0
Investments--Sinking Fund--Series 2004A	0	0	0	0	0	0
Investments--Escrow--Series 2004A	0	0	0	0	0	0
Investments--Revenue--Series 2016	0	0	86,547	0	0	0
Investments--Interest--Series 2016	0	0	0	0	0	0
Investments--Prepayment--Series 2016	0	0	3,955	0	0	0
Investments--Reserve--Series 2016	0	0	25,000	0	0	0
Investments--Cost of Issuance 2016	0	0	0	4,197	0	0
Prepaid Items	0	0	0	0	0	0
Prepaid Prof Liab Insurance	0	0	0	0	0	0
Prepaid GL Insurance	0	0	0	0	0	0
Prepaid Trustee Fees	0	0	0	0	0	0
Improvements Other Than Buildings	0	0	0	0	14,553,296	0
Ancillary Cost	0	0	0	0	0	0
Amount Available-Debt Service	0	0	0	0	0	200,199

Hammock Bay Community Development District

Balance Sheet

As of 6/30/2016

(In Whole Numbers)

	General Fund	Debt Service Fund Series 2004	Debt Service Fund Series 2016	Capital Projects Fund Series 2016	General Fixed Assets Account Group	General Long-Term Debt Account Group
Amount To Be Provided-Debt Service	0	0	0	0	0	2,969,801
Total Assets	158,919	83,647	116,552	4,197	14,553,296	3,170,000
Liabilities						
Accounts Payable	2,804	0	0	0	0	0
Accounts Payable Other	0	0	0	0	0	0
Unallocated Funds	0	0	0	0	0	0
Due To General Fund	0	854	0	0	0	0
Due To Debt Service Fund	84,697	0	0	0	0	0
Accrued Interest Payable	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0
Other Current Liabilities	0	0	0	0	0	0
Revenue Bonds Payable --- Series 2004 A	0	0	0	0	0	0
Revenue Bonds Payable --- Series 2016	0	0	0	0	0	3,170,000
Total Liabilities	87,501	854	0	0	0	3,170,000
Fund Equity & Other Credits						
Fund Balance-All Other Reserves	0	580,824	0	0	0	0
Fund Balance-Unreserved	77,062	0	0	0	0	0
Investment In General Fixed Assets	0	0	0	0	14,553,296	0
Other	(5,644)	(498,032)	116,552	4,197	0	0
Total Fund Equity & Other Credits	71,418	82,792	116,552	4,197	14,553,296	0
Total Liabilities & Fund Equity	158,919	83,647	116,552	4,197	14,553,296	3,170,000

Hammock Bay Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	46,629	44,429	2,200	4.71%
Operations & Maintenance Assmts - Off-Roll	0	101	(101)	0.00%
Total Revenues	46,629	44,530	2,099	4.50%
Expenditures				
Legislative				
Supervisor Fees	1,200	1,800	(600)	(50.00)%
Financial & Administrative				
District Manager	0	2,878	(2,878)	0.00%
District Engineer	1,000	0	1,000	100.00%
Disclosure Report	500	1,500	(1,000)	(200.00)%
Trustees Fees	6,000	6,793	(793)	(13.21)%
Management & Accounting Services	34,540	23,027	11,513	33.33%
Auditing Services	6,500	6,000	500	7.69%
Arbitrage Rebate Calculation	650	650	0	0.00%
Financial Services	250	0	250	100.00%
Postage, Phone, Faxes, Copies	500	326	174	34.87%
Professional Liability Insurance	1,800	1,838	(38)	(2.11)%
Legal Advertising	750	1,275	(525)	(70.05)%
Bank Fees	500	520	(20)	(4.08)%
Dues, Licenses & Fees	185	175	10	5.40%
Website Administration	0	480	(480)	0.00%
Legal Counsel				
District Counsel	3,800	2,330	1,470	38.69%
Other Physical Environment				
General Liability Insurance	750	582	168	22.40%
HOA Maintenance Agreement	100	0	100	100.00%
Total Expenditures	59,025	50,175	8,850	14.99%

Hammock Bay Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Other Financing Sources				
Interfund Transfer	24,503	0	24,503	100.00%
Transfers	(12,107)	0	(12,107)	100.00%
Total Other Financing Sources	12,396	0	12,396	100.00%
Excess Revenues Over (Under) Expenditures	0	(5,644)	5,644	0.00%

Hammock Bay Community Development District

Statement of Revenues and Expenditures

200 - Debt Service Fund Series 2004
From 10/1/2015 Through 6/30/2016
(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Tax Roll	301,560	306,237	(4,677)	(1.55)%
Debt Service Prepayments	0	8,630	(8,630)	0.00%
Interest Earnings				
Interest Earnings	0	12	(12)	0.00%
Total Revenues	301,560	314,880	(13,320)	(4.42)%
Expenditures				
Debt Service Payments				
Miscellaneous	0	34,700	(34,700)	0.00%
Interest Payments	211,560	174,987	36,573	17.28%
Principal Payments	90,000	3,490,000	(3,400,000)	(3,777.77)%
Total Expenditures	301,560	3,699,687	(3,398,127)	(1,126.85)%
Other Financing Sources				
Interfund Transfer	0	(113,902)	113,902	0.00%
Bond Proceeds	0	3,000,678	(3,000,678)	0.00%
Total Other Financing Sources	0	2,886,776	(2,886,776)	0.00%
Excess Revenues Over (Under) Expenditures	0	(498,032)	498,032	0.00%

Hammock Bay Community Development District

Statement of Revenues and Expenditures

201 - Debt Service Fund Series 2016
From 10/1/2015 Through 6/30/2016
(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Special Assessments - Capital Improvements				
Debt Service Prepayments	0	8,955	(8,955)	0.00%
Debt Service Assmts - Off-Roll	0	1,050	(1,050)	0.00%
Interest Earnings				
Interest Earnings	0	3	(3)	0.00%
Total Revenues	0	10,008	(10,008)	0.00%
Expenditures				
Debt Service Payments				
Interest Payments	0	27,358	(27,358)	0.00%
Principal Payments	0	5,000	(5,000)	0.00%
Total Expenditures	0	32,358	(32,358)	0.00%
Other Financing Sources				
Interfund Transfer	0	113,902	(113,902)	0.00%
Bond Proceeds	0	25,000	(25,000)	0.00%
Total Other Financing Sources	0	138,902	(138,902)	0.00%
Excess Revenues Over (Under) Expenditures	0	116,552	(116,552)	0.00%

Hammock Bay Community Development District

Statement of Revenues and Expenditures

301 - Capital Projects Fund Series 2016
From 10/1/2015 Through 6/30/2016
(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	0	(0)	0.00%
Total Revenues	0	0	(0)	0.00%
Expenditures				
Financial & Administrative				
District Manager	0	17,500	(17,500)	0.00%
Trustees Fees	0	10,000	(10,000)	0.00%
Bond Counsel	0	38,500	(38,500)	0.00%
Financial Advisory Services	0	49,125	(49,125)	0.00%
Legal Counsel				
District Counsel	0	30,000	(30,000)	0.00%
Total Expenditures	0	145,125	(145,125)	0.00%
Other Financing Sources				
Bond Proceeds	0	149,322	(149,322)	0.00%
Excess Revenues Over (Under) Expenditures	0	4,197	(4,197)	0.00%