

**MINUTES OF MEETING  
HAMAL  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hamal Community Development District held a Regular Meeting on May 22, 2019 at 8:30 a.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411.

**Present and constituting a quorum were:**

Steven Pincus	Chair
Joe Petrick	Vice Chair
Ione Senior	Assistant Secretary
Benjamin Cunningham	Assistant Secretary

**Also present were:**

Howard McGaffney	District Manager
Sarah Warren (via telephone)	District Counsel
Leo Giangrande (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. McGaffney called the meeting to order at 8:34 a.m. Supervisors Pincus, Petrick, Senior and Cunningham were present, in person. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector to Fill Seat 1 Vacancy; term expires November 2022**

This item was deferred to the next meeting.

Discussion ensued regarding the Staff agreements, effective dates, and term lengths.

- **Consideration of Wrathell, Hunt and Associates, LLC, Agreement for Management Services**

This item, previously the Sixth Order of Business, was presented out of order.

Mr. McGaffney presented the Wrathell, Hunt and Associates, LLC, Agreement for Management Services. The firm typically presents the Consumer Price Index (CPI) increase during Budget Season, and it would typically go into effect at the start of the new fiscal year.

The following change was made:

Exhibit A, Page 11: Change “Satisfy public records requests in a timely, professional and efficient manner.” to “Satisfy public records requests in a timely, professional and efficient manner, in accordance with applicable law.”

**On MOTION by Mr. Pincus and seconded by Mr. Petrick, with all in favor, the Wrathell, Hunt and Associates, LLC, Agreement for Management Services, as amended, was approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Hopping Green & Sams’ Revised Fee Schedule**

Ms. Warren presented Hopping Green & Sams’ Revised Fee Schedule. In response to a question, Ms. Warren confirmed that this was a continuing services contract and the new rates were being approved; it was not a retainer agreement.

**On MOTION by Mr. Petrick and seconded by Ms. Senior, with all in favor, Hopping Green & Sams’ Revised Fee Schedule, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Giangrande Engineering and Planning, LLC, Professional Engineering Services Agreement**

Mr. McGaffney presented a draft Giangrande Engineering and Planning, LLC Professional Engineering Services Agreement. District Counsel would add verbiage to ensure that the District Engineer was retained and to include operational oversight of the stormwater system and the pump house.

Discussion ensued regarding the Agreement and “Scope of Work” in the accompanying Work Authorization. Mr. Giangrande stated the Work Authorization would be accompanied by an exhibit including a detailed Scope of Work with clearly defined limits.

Ms. Warren stated the general, day-to-day District Engineering services were detailed in Article I of the Agreement. The Work Authorization would be utilized for special projects and would state whether the project would be billed hourly or on a lump-sum basis and describe the specific services to be performed.

**On MOTION by Mr. Cunningham and seconded by Ms. Senior, with all in favor, Giangrande Engineering and Planning, LLC, Professional Engineering Services Agreement, amended as discussed and to include the additional services described, was approved.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Wrathell, Hunt and Associates, LLC, Agreement for Management Services**

This item was presented following the Third Order of Business.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-04, Approving a Proposed Budget for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. McGaffney presented Resolution 2019-04. He reviewed the proposed Fiscal Year 2020 budget line items, noting line item increases and changes compared to the Fiscal Year 2019 budget. In response to a question of where pressure cleaning the walls would be included in the budget, Mr. McGaffney stated it would fall under Capital Outlay.

**On MOTION by Mr. Pincus and seconded by Ms. Senior, with all in favor, Resolution 2019-04, Approving a Proposed Budget for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 11, 2019 at 8:30 a.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Update: Barrier Wall Repair and Insurance Claim**

Mr. Giangrande stated, upon receipt of the signed contract and required insurance documentation, he would advise of the anticipated start date. Mr. McGaffney stated the District would pay the contractor and the insurance company would reimburse the District.

**NINTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of March 31, 2019**

McGaffney presented the Unaudited Financial Statements as of March 31, 2019.

**On MOTION by Mr. Petrick and seconded by Mr. Cunningham, with all in favor, the Unaudited Financial Statements as of March 31, 2019, were accepted.**

**TENTH ORDER OF BUSINESS**

**Approval of December 19, 2018 Regular Meeting Minutes**

Mr. McGaffney presented the December 19, 2018 Regular Meeting Minutes.

**On MOTION by Ms. Senior and seconded by Mr. Pincus, with all in favor, the December 19, 2018 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Action Items**

There being no Action Items this month, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Hopping Green & Sams, P.A.***

There being nothing additional to report, the next item followed.

**B. District Engineer: *Giangrande Engineering and Planning, LLC***

In response to the question of whether all technology related to pump maintenance was returned, Mr. McGaffney replied affirmatively. Mr. Giangrande would have access to South Florida Utilities' data and would be able to monitor the lakes remotely and could be on site, if necessary.

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

**i. 2,337 Registered Voters in District as of April 15, 2019**

There were 2,337 registered voters residing in the District as of April 15, 2019.

**ii. Operational Update**

Mr. McGaffney stated that he would continue to remotely manage issues related to the fountains and landscaping and the District Engineer would continue to oversee the stormwater system and pump house. The HOA respectfully declined the opportunity to help the CDD manage contracts and provide operational oversight and it would not be in the District's best interest to have a salaried on-site operations manager; therefore, Staff would work together to manage operations and keep the Board informed.

**iii. NEXT MEETING DATE: September 11, 2019 at 8:30 a.m.**

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There being no Supervisors' requests, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Petrick and seconded by Mr. Cunningham, with all in favor, the meeting adjourned at 9:22 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair