

HAMAL

COMMUNITY DEVELOPMENT DISTRICT

May 12, 2025

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

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

May 5, 2025

Board of Supervisors
Hamal Community Development District

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

Dear Board Members:

The Board of Supervisors of the Hamal Community Development District will hold a Regular Meeting on May 12, 2025 at 6:00 p.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411. The agenda is as follows:

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Public Comments
4. Consideration of Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
5. Consideration of Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date
6. Update: RFP for Landscape and Irrigation Maintenance Services; Notice, Evaluation Criteria and Schedule
7. Consideration of Ibero Property Management Corp Estimate 2138 for Tree Removal and Replacement Services
8. Acceptance of Unaudited Financial Statements as of March 31, 2025
9. Approval of Minutes
 - A. March 10, 2025 Regular Meeting
 - B. April 14, 2025 Regular Meeting
10. Staff Reports

- A. District Counsel: *Kutak Rock LLP*
 - Update: Legislative Updates
- B. District Engineer: *Craig A. Smith & Associates*
 - Update: Service Contractor
- C. Operations Manager: *Ibero Property Management*
- D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: July 14, 2025 at 6:00 PM
 - QUORUM CHECK

SEAT 1	MARC DePAUL	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	BENJAMIN CUNNINGHAM	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	JOSEPH PETRICK	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	IONE SENIOR	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	BENSY SANON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 11. Supervisors' Requests
- 12. Public Comments
- 13. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (561) 512-9027.

Sincerely,



Jamie Sanchez
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 131 733 0895

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HAMAL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025/2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Hamal Community Development District ("**District**") prior to June 15, 2025, proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2025 and ending September 30, 2026 ("**Fiscal Year 2025/2026**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2025/2026 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** Pursuant to Chapters 190 and 197, Florida Statutes, public hearings on said approved Proposed Budget and related assessments is hereby declared and set for the following date, hour and location:

DATE: September 8, 2025

HOUR: 6:00 p.m.

LOCATION: Briar Bay Clubhouse
3400 Celebration Blvd.
West Palm Beach, Florida 33411

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of West Palm Beach and Palm Beach County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the

District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published and mailed in the manner prescribed in Florida law.

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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 12TH DAY OF MAY, 2025.

ATTEST:

**HAMAL COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Exhibit A: Proposed Budget

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2026**

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
TABLE OF CONTENTS**

Description	Page Number(s)
General Fund Budget	1-3
Definitions of General Fund Expenditures	4-6
Debt Service Fund Budget - Series 2021 (refunded Series 2017)	7
Amortization Schedule - Series 2021	8
Assessment Comparison	9

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

	Fiscal Year 2025				Proposed Budget FY 2026
	Adopted Budget FY 2025	Actual through 3/31/2025	Projected through 9/30/2025	Total Actual & Projected	
REVENUES					
Assessment levy - gross	\$ 681,968				\$ 768,908
Allowable discounts (4%)	(27,279)				(30,756)
Assessment levy - net	654,689	\$ 616,622	\$ 38,067	\$ 654,689	738,152
Fair-share agreement	46,302	19,239	27,063	46,302	46,302
Interest	1,500	14,932	-	14,932	1,500
Total revenues	702,491	650,793	65,130	715,923	785,954
EXPENDITURES					
Professional & administrative					
Supervisors fee & FICA tax	7,536	3,229	4,307	7,536	7,536
Management/recording/accounting	44,048	22,024	22,024	44,048	44,048
Trustee	4,350	-	4,350	4,350	4,350
Legal	20,000	3,935	16,065	20,000	20,000
Engineering	15,000	11,633	3,367	15,000	15,000
Audit	9,084	8,900	-	8,900	9,384
Arbitrage rebate calculation	1,250	-	1,250	1,250	1,250
Postage	750	104	646	750	750
Legal advertising	2,500	1,085	1,415	2,500	2,500
Office supplies	250	409	-	409	250
Other current charges	750	90	1,410	1,500	1,500
Annual special district fee	175	175	-	175	175
Insurance	8,500	7,798	-	7,798	9,300
FASD annual dues	2,000	2,000	-	2,000	2,000
Pump station/equipment insurance	14,000	11,790	2,210	14,000	14,000
Website	705	-	705	705	705
ADA website compliance	210	210	-	210	210
Dissemination agent	1,000	500	500	1,000	1,000
Total professional & administrative	132,108	73,882	58,249	132,131	133,958

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

	Fiscal Year 2025				Proposed Budget FY 2026
	Adopted Budget FY 2025	Actual through 3/31/2025	Projected through 9/30/2025	Total Actual & Projected	
Field operations					
Telephone	2,040	1,218	822	2,040	2,040
Field operations management	30,900	15,000	15,900	30,900	44,400
Landscape maintenance	-	-	-	-	-
Mowing, edging, pruning & weed control	112,604	86,570	26,034	112,604	135,125
Turf replacement (\$0.90/sq. foot)	20,000	-	10,000	10,000	24,000
Mulch	29,120	11,520	17,600	29,120	34,944
Insect, weed, fertilization	58,308	18,870	39,438	58,308	69,969
Annuals removal, replacement, installation	15,914	-	15,914	15,914	19,097
Tree pruning	28,138	-	28,138	28,138	33,766
Irrigation system maintenance	8,988	2,909	6,079	8,988	10,786
Irrigation repairs	12,360	2,934	9,426	12,360	12,360
Capital outlay	30,400	-	-	-	30,400
Landscape replacement	20,600	1,900	18,700	20,600	24,720
Preventative maintenance: pump station	11,100	-	11,100	11,100	12,000
Repair/maintenance: pump station	4,120	3,541	579	4,120	7,500
Lake maintenance	24,000	12,312	11,688	24,000	25,200
Fountain maintenance	28,840	4,877	23,963	28,840	30,282
Holiday landscape lighting	7,500	4,023	3,477	7,500	5,687
Utilities	63,860	39,961	23,899	63,860	63,860
Wall maintenance	15,000	10,080	4,920	15,000	20,000
Reserve study	20,000	9,850	10,150	20,000	-
Contingency	16,600	19,340	-	19,340	25,000
Storm clean-up	-	-	-	-	10,000
Total field operations	560,392	244,905	277,827	522,732	641,136

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2026**

	Fiscal Year 2025				Proposed Budget FY 2026
	Adopted Budget FY 2025	Actual through 3/31/2025	Projected through 9/30/2025	Total Actual & Projected	
Other fees and charges					
Property appraiser	1,141	150	991	1,141	1,141
Information system services	2,030	2,030	-	2,030	2,030
Tax collector	6,820	6,165	655	6,820	7,689
Total other fees and charges	9,991	8,345	1,646	9,991	10,860
Total expenditures	702,491	327,132	337,722	664,854	785,954
Excess/(deficiency) of revenues over/(under) expenditures	-	323,661	(272,592)	51,069	-
Fund balance - beginning (unaudited)	1,754,144	1,828,125	2,151,786	1,828,125	1,879,194
Fund balance - ending (projected)					
Assigned					
3 months working capital	192,574	180,302	180,302	180,302	213,964
Sound barriers / walls	100,000	100,000	100,000	100,000	100,000
Stormwater pump station	300,000	300,000	300,000	300,000	300,000
Culvert repair/replacement	100,000	100,000	100,000	100,000	100,000
Disaster recovery	500,000	500,000	500,000	500,000	500,000
Unassigned	561,646	971,484	698,892	698,892	665,230
Fund balance - ending (projected)	<u>\$ 1,754,220</u>	<u>\$ 2,151,786</u>	<u>\$ 1,879,194</u>	<u>\$ 1,879,194</u>	<u>\$ 1,879,194</u>

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional and Administrative Services

Supervisors fee & FICA tax	\$ 7,536
Statutorily set at \$200 per Supervisor for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates holding up to seven meetings and all five Board Members receiving fees.	
Management/recording/accounting	44,048
Wrathell, Hunt and Associates, LLC specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bonds and, operate and maintain the assets of the community. Effective October 1, 2016	
Trustee	4,350
Legal	20,000
Kutak Rock, provides on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, this firm provides services as "local government lawyers" realizing that this type of local government is very limited in its scope – providing infrastructure and services to developments. For matters relating to monthly board meetings and pursuant to the fee agreement Effective October 1, 2016, HGS will charge the District the lesser of its standard hourly rate for the hours performing such work or a fee of \$1,600 per meeting, plus direct out-of-pocket expenses for travel costs, telephone, postage, and photocopying. HGS will also attend at least one meeting each year for which no travel time will be charged.	
Engineering	15,000
Craig A. Smith provides a broad array of engineering, consulting and construction services to the District, which assists in crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	9,384
The District is required to undertake an independent examination of its books, records and accounting procedures each year. This audit is conducted pursuant to Florida State Law and the rules of the Auditor General. Grau and Associates conducts the District audit and an annual 3% CPI increase has been included.	
Arbitrage rebate calculation	1,250
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability. Grau and Associates conducts the annual arbitrage rebate calculation for the District.	
Postage	750
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Legal advertising	2,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Office supplies	250
Accounting and administrative supplies.	
Other current charges	1,500
Miscellaneous charges including automated AP routing.	

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	9,300
The District carries public officials and general liability insurance with policies written by Preferred Governmental Insurance Trust. The limit of liability is set at \$1,000,000 per occurrence for general liability (\$2,000,000 general aggregate) and \$1,000,000 per occurrence for public officials liability (\$1,000,000 general aggregate).	
FASD annual dues	2,000
Pump station/equipment insurance	14,000
Website	705
ADA website compliance	210
Dissemination agent	1,000
Field operations	
Telephone	2,040
Service provided by AT&T for account number 561 681-0720 001 0458, which relates to the stormwater pump station. (cable/internet)	
Field operations management	44,400
Landscape maintenance	
The District contracted with King's Management Services, Inc. for general landscape maintenance services. The agreement may be extended for 12-month periods upon mutual consent of both parties. Should storm damage remediation be required, the work will be performed at the following rates: debris removal at a rate of \$25/man-hour, straighten and re-erect trees at a rate of \$50/tree, and irrigation repairs at a rate of \$55/man-hour.	
Mowing, edging, pruning & weed control	135,125
Turf, shrubbery & palm maintenance including mowing, edging, pruning & weed control	
Turf replacement \$0.90/square foot/replace dead sod due to no irrigation, twice a year.	24,000
Mulch	34,944
Insect, weed, fertilization	
Turf, shrubbery, palm trees, ground cover and flowers	69,969
Annuals removal, replacement and installation (including topsoil)	19,097
4" annuals, 2x/year (there are approximately 900 annuals)	
Tree pruning	33,766
Irrigation system maintenance	10,786
Kings Management provides irrigation repair services to the District at a cost of \$55/man hour. Does not include the cost of materials, which will be billed separately.	
Irrigation repairs	12,360
Capital outlay:	30,400
- Discussed expansion of landscape maintenance program	
- Briar Bay common area: landscape enhancements	
- Jog Road: median landscape enhancements	
- Other items to be determined by the Board	
Landscape replacement	24,720
Landscaping repairs and replacement throughout the District as needed.	

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Preventative maintenance: pump station	12,000
The District originally entered into an agreement with South Florida Utilities, Inc. (D.B.A. Lift Station Services) effective October 1, 2016 and includes:	
- monthly generator inspections (\$1500)	
- quarterly pump, wet well and discharge bay inspections (\$9600)	
- an annual pipe intake and discharge inspection	
Repair/maintenance: pump station	7,500
Lake maintenance	25,200
The District entered into an agreement with Allstate Resource Management, Inc. effective October 1, 2016 for maintaining the District lakes. The current level of lake maintenance service is provided at a rate of \$1,800 per month (\$21,600 annually).	
Fountain maintenance	30,282
The District entered into an agreement with Allstate Resource Management, Inc. effective October 1, 2016 for quarterly preventative maintenance services for the 10 District fountains at a rate of \$895/quarter (\$3,580 annually). Pursuant to the agreement, additional repairs and services shall be billed at a rate of \$75, plus the cost of materials. \$150 minimum if a diver is required. An additional \$14,440 is included in the budget for repairs and electrical issues to the individual fountain units.	
Holiday landscape lighting	5,687
This covers the cost of holiday landscape lighting (LED).	
Utilities	63,860
Electricity for common areas of the District is provided by Florida Power & Light. Below are the District's account numbers and service addresses.	
Account Number	Service Address
31009-63366	6261 Hammock Park Rd. #Fountain
38117-48171	3691 Hamilton Key #Fountain
54811-00112	N Jog Rd. #E/O-1MI N/O Okee @ Pleasant Rd.
77982-33065	3696 Hamilton Key # Pump
31921-53512	3901 Hamilton Key Lake #1
34938-11511	3370 Celebration Blvd. Lake #6
52844-10445	3001 Celebration Blvd. #Pump
53794-76400	3301 Bollard Rd. Lake #9
54953-44409	3411 Briar Bay Blvd. Lake #4
56036-75405	3150 Celebration Blvd. Lake #8
74421-67404	3151 Celebration Blvd. Lake #7
75372-38318	3690 Hamilton Key Lake #2
90995-65237	3270 Celebration Blvd. # Pump
02941-07149	3690 North Jog Rd. # Pump 1 Hamal
Wall maintenance	20,000
Reserve study	-
Contingency	25,000
This category is for unexpected, non-budgeted expenditures that the District may incur	
Storm clean-up	10,000
Property appraiser	1,141
The property appraiser's fees are \$150.00 plus \$.75 per parcel.	
Information system services	2,030
The Palm Beach County ISS fee is based on total amount levied on-roll and for amounts up \$1,450,000 it is \$2,030.	
Tax collector	7,689
The tax collector's fees are 1% of the on-roll assessment.	
Total expenditures	<u>\$ 785,954</u>

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND SERIES 2021 BUDGET (REFUNDED SERIES 2017)
FISCAL YEAR 2026**

	Fiscal Year 2025				Proposed Budget FY 2026
	Adopted Budget FY 2025	Actual through 3/31/2025	Projected through 9/30/2025	Total Actual & Projected	
REVENUE					
Assessment levy - gross	\$ 737,687				\$ 737,687
Allowable discounts (4%)	(29,507)				(29,507)
Assessment levy - net	708,180	\$ 666,838	\$ 41,342	\$ 708,180	708,180
Interest	-	6,019	(6,019)	-	-
Total revenue	708,180	672,857	35,323	708,180	708,180
EXPENDITURES					
Debt service					
Principal 5/1	621,000	-	621,000	621,000	632,000
Interest 11/1	43,010	43,010	-	43,010	37,204
Interest 5/1	43,010	-	43,010	43,010	37,204
Total debt service	707,020	43,010	664,010	707,020	706,408
Other fees & charges					
Tax collector	7,377	6,568	809	7,377	7,377
Total other fees & charges	7,377	6,568	809	7,377	7,377
Total expenditures	714,397	49,578	664,819	714,397	713,785
OTHER FINANCING SOURCES/(USES)					
Net increase/(decrease) in fund balance	(6,217)	623,279	(629,496)	(6,217)	(5,605)
Beginning fund balance (unaudited)	97,171	119,863	743,142	119,863	113,646
Ending fund balance (projected)	\$ 90,954	\$ 743,142	\$ 113,646	\$ 113,646	108,041
Use of fund balance:					
Interest expense - November 1, 2026					(31,294)
Projected fund balance surplus/(deficit) as of September 30, 2026					\$ 76,747

Hamal

Community Development District

Special Assessment Refunding Bonds, Series 2021

\$6,420,000

Debt Service Schedule

Date	Principal	Prepayment	Coupon	Interest	Total P+I
11/01/2025	-	-	-	37,203.65	37,203.65
05/01/2026	632,000.00	-	1.870%	37,203.65	669,203.65
11/01/2026	-	-	-	31,294.45	31,294.45
05/01/2027	644,000.00	-	1.870%	31,294.45	675,294.45
11/01/2027	-	-	-	25,273.05	25,273.05
05/01/2028	656,000.00	-	1.870%	25,273.05	681,273.05
11/01/2028	-	-	-	19,139.45	19,139.45
05/01/2029	670,000.00	-	1.870%	19,139.45	689,139.45
11/01/2029	-	-	-	12,874.95	12,874.95
05/01/2030	683,000.00	-	1.870%	12,874.95	695,874.95
11/01/2030	-	-	-	6,488.90	6,488.90
05/01/2031	694,000.00	-	1.870%	6,488.90	700,488.90
Total	\$3,979,000.00		-	\$264,548.90	\$4,243,548.90

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
FISCAL YEAR 2026**

Product	Total Projected Units	Adopted FY 2026			% Change FY 2025' to FY 2026'
		Series 2021 Debt Service Assessment	O & M Assessment	Total Proposed Assessment	
Condos	288	\$ 401.36	\$ 474.10	\$ 875.46	6.50%
Townhomes	331	441.09	474.10	915.20	6.20%
SF 30' & 40'	309	682.31	677.26	1,359.57	5.95%
SF 50'	229	682.31	677.26	1,359.57	5.95%
SF 70'	164	682.31	677.26	1,359.57	5.95%
	<u>1,321</u>				

Product	Total Projected Units	Adopted FY 2025 - Detail		
		Series 2021 Debt Service Assessment	O & M Assessment	Total Assessment
Condos	288	\$ 401.36	\$ 420.69	\$ 822.05
Townhomes	331	441.09	420.69	861.79
SF 30' & 40'	309	682.31	600.96	1,283.27
SF 50'	229	682.31	600.96	1,283.27
SF 70'	164	682.31	600.96	1,283.27
	<u>1,321</u>			

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2025-05

A RESOLUTION OF THE HAMAL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2025/2026 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Hamal Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Palm Beach County, Florida; and

WHEREAS, the Board of Supervisors of the District (“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 Economic Opportunity, a schedule of its regular meetings.

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

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2025/2026 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Palm Beach County and the Florida Department of Economic Opportunity.

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

PASSED AND ADOPTED this 12th day of May, 2025.

Attest:

HAMAL COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

HAMAL COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE		
LOCATION		
<i>Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 13, 2025	Regular Meeting	6:00 PM
November 10, 2025	Regular Meeting	6:00 PM
December 8, 2025	Regular Meeting	6:00 PM
February 9, 2026	Regular Meeting	6:00 PM
March 9, 2026	Regular Meeting	6:00 PM
April 13, 2026	Regular Meeting	6:00 PM
May 11, 2026	Regular Meeting	6:00 PM
July 13, 2026	Regular Meeting	6:00 PM
September 14, 2026	Regular Meeting	6:00 PM

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

6

LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES REQUEST FOR PROPOSALS

HAMAL COMMUNITY DEVELOPMENT DISTRICT City of West Palm Beach, Florida

Notice is hereby given that the Hamal Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing landscape and irrigation maintenance services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email only to Daphne Gillyard (gillyardd@whhassociates.com) (“District Manager’s Office”). In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida and hold all required state and federal licenses in good standing; and (2) have at least five (5) years of experience with landscape and irrigation maintenance projects. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening, and to provide notice of such changes only to those Proposers who have attended the pre-proposal meeting and registered.

The **optional, pre-proposal** meeting will be held on June 10, 2025, at 9:30 a.m. (EST), at project site, located at Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411.

Firms desiring to provide services for this project must submit seven (7) copies of written proposal **AND** an electronic copy in a PDF format on a flash-drive no later than **July 1, 2025, at 12 p.m. (EST)** to offices of Wrathell, Hunt and Associates, LLC, 2300 Glades Road, #410W, Boca Raton, Florida 33431, Attention: Jamie Sanchez. Proposals shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation criteria or process, or any other issues or items relating to the Project Manual (collectively, “RFP Documents”), must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of this Request for Proposals or after prospective proposer picks up the proposal, whichever is later. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the RFP Documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager’s Office.

Rankings will be made based on the Evaluation Criteria contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has

the right to reject any and all proposals and waive any technical errors, informalities or irregularities, or award the contract in whole or in part to one or more proposers, all as the District, in its sole discretion, determines it is in the best interest of the District to do so. Notwithstanding the foregoing, please note that proposals received from firms failing to meet the following minimum qualifications will not be considered or evaluated:

- (i) hold all required applicable state professional license in good standing;
- (ii) hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation.

All proposals will be publicly opened at a meeting of the District to be held at **12:15 p.m. (EST), July 1, 2025**, at the District Manager's Office, c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, #410W, Boca Raton, Florida 33431. Proposals will be publicly opened at that time and place, with Proposer names and total pricing announced at that time, provided that Proposals may be maintained on a confidential basis to the extent permitted by Florida law. No decisions of the District's Board of Supervisors will be made at that time. A copy of the agenda for the meeting can be obtained from the District Manager's Office at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by phone at (561) 571-0010 or by email at sanchezj@whhassociates.com.

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. There may be occasions when one or more Board Supervisors or staff members will participate by telephone. At the above location will be present a speaker telephone so that any Board Supervisor or staff member can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record.

Any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (561) 571-0010, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Any and all questions and/or inquiries relative to this project shall be directed in writing by e-mail only to District Manager's Office at gillyardd@whhassociates.com with a copy to District Counsel at michelle.rigoni@kutakrock.com. All questions must be received by June 20, 2025, at 5:00 p.m. (EST) in order to be considered by the District.

Hamal Community Development District
Jamie Sanchez, District Manager

**HAMAL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

1. Personnel & Equipment (30 Points Possible) (____ Points Awarded)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels; capability of performing the work; geographic location; subcontractor listing; inventory of all equipment; etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc., with proposal. Please also provide evidence of the proposer's ability to meet deadlines and be responsive to client needs.

2. Experience (15 Points Possible) (____ Points Awarded)

This category addresses past & current record and experience of the Proposer in similar projects; volume of work previously awarded to the firm; past performance in any other contracts; etc.

3. Understanding Scope of RFP (15 Points Possible) (____ Points Awarded)

This category addresses the following issues: Does the proposal demonstrate an understanding of the District's needs for the services requested? Does it provide all information as requested by the District including pricing, scheduling, staffing, etc.? Does it demonstrate clearly the ability to perform these services? Were any suggestions for "best practices" included? Does the proposal as a whole appear to be feasible, in light of the scope of work? Did the contractor use the forms provided from the Project Manual in responding to the proposal?

4. Financial Capacity (5 Points Possible) (____ Points Awarded)

This category addresses whether the Proposer has demonstrated that it has the financial resources and stability as a business entity necessary to implement and execute the work. Proposer should include proof of ability to provide insurance coverage as required by the District as well as audited financial statements, or similar information.

5. Price (20 Points Possible) (____ Points Awarded)

A full twenty (20) points will be awarded to the Proposer submitting the lowest bid for Parts 1 – 4 (the Contract Amount). AN AVERAGE OF ALL FIVE YEARS PRICING IS TO BE CONSIDERED WHEN AWARDING POINTS FOR PRICING - THE INITIAL TERM AND THE FOUR ANNUAL RENEWALS. All other proposers will receive a percentage of this amount based upon a

formula which divides the low bid by the proposer's bid and is then multiplied by the number of points possible in this part of the Price evaluation.

EXAMPLE: Contractor "A" turns in a bid of \$210,000 and is deemed to be low bid and will receive the full 20 points. Contractor "B" turns in a bid of \$265,000. Bid "A" is divided by Bid "B" then multiplied by the number of points possible (20). $(210,000/265,000) \times 20 = 15.85$, therefore, Contractor "B" will receive 15.85 of 20 possible points. Contractor "C" turns in a bid of \$425,000. Bid "A" is divided by Bid "C" then multiplied by the number of points possible (20). $(210,000/425,000) \times 20 = 9.88$, therefore, Contractor "C" will receive 9.88 of 20 points.

6. Reasonableness of ALL Numbers (15 Points Possible) (____ Points Awarded)

Up to fifteen (15) points will be awarded as to the reasonableness of ALL numbers, quantities & costs (including, but not limited to fertilizer quantities, mulch quantities based on Contractor's field measurements) provided as well as unit costs from the additional schedules.

Proposer's Total Score (100 Points Possible) (____ Points Awarded)

Additional Information Regarding Evaluation

Once proposals are received, the District's Board of Supervisors will review each proposal and score each based on the evaluation criteria, information provided in response to reference checks, and any other information available to the District and permitted to be used under law. The District's award will be based on the proposal that is most advantageous to the District.

The District reserves the right to seek clarification from prospective firms on any issue in a response for the District, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

Do not attempt to contact any District Board member, staff member or any person other than the appointed staff for questions relating to this RFP. Anyone attempting to lobby District representatives will be disqualified.

It is anticipated that the District's Board of Supervisors will meet to evaluate the proposals on May 12, 2025, at 6:00 p.m., but the District reserves the right to reschedule any such meeting.

DATE/TIME (EST)	EVENT
June 3, 2025	RFP Notice is issued.
June 3, 2025 starting 9:00 a.m.	RFP package available for pick up by email to Daphne Gillyard (gillyardd@whhassociates.com) (“District Manager’s Office”)
June 3, 2025 to April 30, 2025	Site inspections available; by appointment only; request appointments to District Manager via e-mail only.
June 10, 2025 at 9:30 a.m.	Optional pre-proposal meeting at project site
June 20, 2025 at 5:00 p.m.	Deadline for questions.
July 1, 2025 at 12:00 p.m.	Proposals submittal deadline.
July 1, 2025 at 12:15 p.m.	Public meeting to open bids.
July 14, 2025 at 6:00 p.m.	Board Meeting to evaluate proposals received.

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

7

IBERO PROPERTY MANAGEMENT CORP

2500 Metrocentre Blvd Ste 8
West Palm Beach, FL 33407 USA
+15614200640
latoya@iberopropertymgmt.com
www.iberopropertymgmt.com

**ADDRESS**

Hamal Community Development District
2300 Glades Road
Suite 410 W
Boca Raton, Florida 33431 USA

SHIP TO

Hamal Community Development District
3400 Celebration Blvd
West Palm Beach, Florida
33411 USA

Estimate 2138**DATE 05/08/2025**

ACTIVITY	QTY	RATE	AMOUNT
Tree Removal and Replacement Services -Using the Uniform code and Compliances and per specification of the state Arborist , - Remove the 32 feet Phoenix Sylvester Palm Tree within entrance of Briar due to dying activities . - Perform stump grinding services to remove the entire tree root from earth . -Purchase , delivery and install new 32 feet Phoenix Sylvester palm tree or equivalent . -Perform load calculation Install the appropriate barrier and Tree Brace supports system for new tree . - Install to completion back to sits original content *****MATERIALS AND LABOR INCLUDED IN LINE ITEMS PRICING*****	1	15,890.00	15,890.00
Tree Removal and Replacement Services -Using the Uniform code and Compliances and per specification of the state Arborist . - Remove 2 -10 feet cabbage Palm Trees located on island of Jog Road area due to dying activities . - Perform stump grinding services to remove the entire tree root from earth . -Purchase , delivery and install new 10 feet Cabbage palm trees or equivalent . -Perform load calculation Install the appropriate barrier and Tree Brace supports system for new tree . - Install to completion back to sits original content *****MATERIALS AND LABOR INCLUDED IN LINE ITEMS PRICING*****	2	2,000.00	4,000.00
Plants & Flowers Installation - Purchase in quantity all new Jasmine plants to replace current dying ones on entrance and long side the Hamal walls on Jog Road .	25	75.00	1,875.00

60% Deposit is required upon the Approval of this estimate agreement . This is to cover time and materials to get the project / job on its way . All Remaining balance is due at the completion of the Project . This Estimate is conditional and and is subjected to change beyond reasonable dough due to unknown conditions and scope of work beyond agreed amount by both Parties to this agreement

ACTIVITY	QTY	RATE	AMOUNT
Plants & Flowers Installation - Purchase in quantity all new Arbacoa plants to replace current dying ones on entrance of Celebration and the community entrance .. *****MATERIALS AND LABOR INCLUDED IN LINE ITEMS PRICING*****	16	75.00	1,200.00

Top Soil Insertion Purchase and install 9 yards of Topsoil to be inserted in tress and and others areas in the district . *****MATERIALS AND LABOR INCLUDED IN LINE ITEMS PRICING*****	8	55.00	440.00
--	---	-------	--------

Sprinkler Adjustment Repair and replace the sprinkler system for the trees to ensure property water supply . *****MATERIALS AND LABOR INCLUDED IN LINE ITEMS PRICING*****	1	350.00	350.00
---	---	--------	--------

Thanks for providing us the opportunity to serve you. You will find an estimate containing each of the products and services we are proposing to complete your job or project. Please review the estimate and reply to this email at your earliest convenience. We look forward to doing business together.	SUBTOTAL	23,755.00
	TAX	0.00

60% Deposit is required upon the approval of this estimate agreement. This is to cover time and materials to get the project on its way. All remaining balance is due at the completion of the project. This estimate is conditional and is subjected to change beyond reasonable drought due to unknown condition s and scope of work beyond agreed amount by both parties to this agreement.

If you have any questions or concerns, feel free to contact us. Best Regards,
 Accounting Department
 561-420-0640

TOTAL	\$23,755.00
-------	-------------

Accepted By

Accepted Date

60% Deposit is required upon the Approval of this estimate agreement . This is to cover time and materials to get the project / job on its way . All Remaining balance is due at the completion of the Project . This Estimate is conditional and and is subjected to change beyond reasonable dough due to unknown conditions and scope of work beyond agreed amount by both Parties to this agreement













HAMAL
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2025**

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GENERAL FUND
MARCH 31, 2025**

	General Fund	Debt Service Fund 2021	Total Governmental Funds
ASSETS			
Cash	\$ 853,808	\$ -	\$ 853,808
Investments			
Centennial	258,649	-	258,649
FineMark MMA	249,848	-	249,848
FineMark ICS	319,587	-	319,587
Iberia - MMA	25,265	-	25,265
Bank United	453,603	-	453,603
Revenue	-	706,262	706,262
Prepayment	-	1,029	1,029
Sinking	-	20,652	20,652
Optional redemption	-	282	282
COI	-	6,329	6,329
Due from Vista Lago Apartments	19,239	-	19,239
Due from Palm Beach Co. Schools	54,025	-	54,025
General fund	-	8,588	8,588
Deposits	135	-	135
Total assets	<u>\$2,234,159</u>	<u>\$ 743,142</u>	<u>\$ 2,977,301</u>
LIABILITIES			
Liabilities:			
Due to other funds			
Debt service (series 2021)	8,588	-	8,588
Wages payable	506	-	506
Taxes payable	15	-	15
Total liabilities	<u>9,109</u>	<u>-</u>	<u>9,109</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	73,264	-	73,264
Total deferred inflows of resources	<u>73,264</u>	<u>-</u>	<u>73,264</u>
FUND BALANCES			
Nonspendable			
Prepays and deposits	135	-	135
Restricted			
Debt service	-	743,142	743,142
Assigned			
3 months working capital	192,498	-	192,498
Sound barriers	100,000	-	100,000
Stormwater pump station	300,000	-	300,000
Culvert repair/replacement	100,000	-	100,000
Disaster recovery	500,000	-	500,000
Unassigned	959,153	-	959,153
Total fund balance	<u>2,151,786</u>	<u>743,142</u>	<u>2,894,928</u>
Total liabilities and fund balances	<u>\$2,234,159</u>	<u>\$ 743,142</u>	<u>\$ 2,977,301</u>

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 8,021	\$ 616,622	\$ 654,689	94%
Fair share agreement	19,239	19,239	46,302	42%
Interest & misc. income	1,032	14,932	1,500	995%
Total revenues	<u>28,292</u>	<u>650,793</u>	<u>702,491</u>	93%
EXPENDITURES				
Administrative				
Supervisors fee & FICA tax	1,076	3,229	7,536	43%
Management/recording/accounting	3,671	22,024	44,048	50%
Trustee	-	-	4,350	0%
Legal	2,487	3,935	20,000	20%
Engineering	3,150	11,633	15,000	78%
Audit	-	8,900	9,084	98%
Arbitrage rebate calculation	-	-	1,250	0%
Postage	32	104	750	14%
Legal advertising	831	1,085	2,500	43%
Office supplies	409	409	250	164%
Contingencies	15	90	750	12%
Annual special district fee	-	175	175	100%
Insurance	-	7,798	8,500	92%
FASD annual dues	-	2,000	2,000	100%
Pump station/equipment insurance	-	-	14,000	0%
Reserve study	-	9,850	20,000	49%
Website	-	-	705	0%
ADA website compliance	-	210	210	100%
Dissemination agent	83	500	1,000	50%
Total administrative expenses	<u>11,754</u>	<u>71,942</u>	<u>152,108</u>	47%
Maintenance				
Telephone	206	1,218	2,040	60%
Field operations management	2,500	15,000	30,900	49%
Landscape maintenance				
Mowing, edging, pruning & weed control	13,700	86,570	112,604	77%
Turf replacement	-	-	20,000	0%
Mulch	-	11,520	29,120	40%
Insect, weed, fertilization	-	18,870	58,308	32%
Annuals removal, replacement, installation	-	-	15,914	0%
Tree pruning	-	-	28,138	0%
Irrigation system maintenance	-	2,909	8,988	32%
Irrigation repairs	-	2,934	12,360	24%
Capital outlay	-	-	30,400	0%
Landscape replacement	-	1,900	20,600	9%
Preventative maintenance: pump station	-	-	11,100	0%
Repair/maintenance: pump station	-	3,541	4,120	86%
Insurance: pump station	-	11,790	-	N/A

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
Maintenance (continued)				
Lake maintenance	2,082	12,312	24,000	51%
Fountain maintenance	-	4,877	28,840	17%
Holiday landscape lighting	4,023	4,023	7,500	54%
Contingency	6,275	19,340	16,600	117%
Wall maintenance	10,080	10,080	15,000	67%
Utilities	4,914	39,961	63,860	63%
Total maintenance expenses	<u>43,780</u>	<u>246,845</u>	<u>540,392</u>	46%
Other fees and charges				
Property appraiser	-	-	1,141	0%
Information system services	-	2,030	2,030	100%
Tax collector	80	6,165	6,820	90%
Property appraiser	150	150	-	N/A
Total other fees and charges	<u>230</u>	<u>8,345</u>	<u>9,991</u>	84%
Total expenditures	<u>55,764</u>	<u>327,132</u>	<u>702,491</u>	47%
 Excess (deficiency) of revenues over (under) expenditures	 (27,472)	 323,661	 -	
Fund balance - beginning	2,179,258	1,828,125	1,754,144	
Fund balance - ending				
Nonspendable				
Prepaid expenditures and deposits	135	135	-	
Assigned				
3 months working capital	192,498	192,498	192,498	
Sound barriers	100,000	100,000	100,000	
Stormwater pump station	300,000	300,000	300,000	
Culvert repair/replacement	100,000	100,000	100,000	
Disaster recovery	500,000	500,000	500,000	
Unassigned	959,153	959,153	561,646	
Total fund balance - ending	<u>\$ 2,151,786</u>	<u>\$ 2,151,786</u>	<u>\$ 1,754,144</u>	

**HAMAL
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021 (REFUNDED SERIES 2017)
FOR THE PERIOD ENDED MARCH 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 8,676	\$ 666,838	\$ 708,180	94%
Interest	2,171	6,019	-	N/A
Total revenues	<u>10,847</u>	<u>672,857</u>	<u>708,180</u>	95%
EXPENDITURES				
Principal	-	-	621,000	0%
Interest 11/1	-	43,010	43,010	100%
Interest 5/1	-	-	43,010	0%
Total expenditures	<u>-</u>	<u>43,010</u>	<u>707,020</u>	6%
Other fees and charges				
Tax collector	87	6,568	7,377	89%
Total expenditures	<u>87</u>	<u>49,578</u>	<u>714,397</u>	7%
Excess (deficiency) of revenues over (under) expenditures	10,760	623,279	(6,217)	
Fund balances - beginning	732,382	119,863	103,023	
Fund balances - ending	<u>\$ 743,142</u>	<u>\$ 743,142</u>	<u>\$ 96,806</u>	

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

MINUTES A

DRAFT

**MINUTES OF MEETING
HAMAL
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hamal Community Development District held a Regular Meeting on March 10, 2025 at 6:00 p.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411.

Present:

Joseph Petrick	Chair
Benjamin Cuningham	Vice Chair
Ione Senior	Assistant Secretary
Marc DePaul (via telephone)	Assistant Secretary
Bensy Sanon	Assistant Secretary

Also present:

Jamie Sanchez	District Manager
Michelle Rigoni (via telephone)	District Counsel
Al Caruso	District Engineer
Joseph King	Operations Manager/Landscape Supervisor
Dwayne Barrett	Ibero Property Management Corporation
Corey Dwayne	Ibero Property Management Corporation

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Petrick called the meeting to order at 6:00 p.m.

Supervisors Senior, Sanon and Petrick were present. Supervisor Cuningham was not present at roll call. Supervisor DePaul attended via telephone.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Public Comments

No members of the public spoke.

40

41 **FOURTH ORDER OF BUSINESS**42 **Discussion/Consideration:**
43 **Proposals**44 **Painting**

43

44 **A. RCI Painting**45 **B. Ibero Property Maintenance**

46 Ms. Sanchez reviewed the project scope and the warranty language for paint and labor
47 in each proposal.

48 Discussion ensued regarding the type of paint materials being used; permits not being
49 required; mold, mildew and algae build up on the walls; sealant applied to all exterior cracks on
50 the wall before painting and comparing warranty coverage of each bid.

51 Ms. Rigoni will prepare the standard CDD Agreement.

52

53 **On MOTION by Mr. Sanon and seconded by Mr. DePaul, with all in favor, RCI**
54 **Painting & Waterproofing Painting Proposal #26097, in a not-to-exceed**
55 **amount of \$71,475, was approved.**

56

57

58 **FIFTH ORDER OF BUSINESS**59 **Consideration of Authorization for Request**
60 **for Proposals for Landscape and Irrigation**
61 **Maintenance Services**62 **A. Evaluation Criteria**

63 Ms. Rigoni stated that the schedule and the Evaluation Criteria must be finalized today,
64 prior to advertising the Request for Proposals (RFP). Mr. Barrett and Ms. Sanchez reviewed and
65 deemed the Evaluation Criteria values sufficient, as it is the same as the version the CDD used
66 for prior bids.

67 **B. Request for Proposals**

68 Ms. Sanchez reviewed upcoming changes to the draft RFP to include emailing requests
69 for the bid package to Ms. Gillyard instead of to Ms. Sanchez; adding the optional, pre-proposal
70 meeting start time for 9:30 a.m. at the Briar Bay Clubhouse and submitting the Project Manual
71 to the offices of Wrathell, Hunt and Associates, LLC, instead of the Briar Bay Clubhouse.

72 Approval of these items occurred during Item 11A.

C. Draft Project Manual

Mr. Barrett distributed the updated Draft Project Manual and pointed out the latest updates compared to the version in the agenda. Ms. Rigoni stated that the scope of services in the RFP is based on Mr. Barrett's expertise in preparing the same. Ms. Sanchez stated that Mr. Barrett used the CDD's 2011 Project Manual to modify the Project Manual.

Regarding if Ibero Property Management Corporation (Ibero) can submit a bid, Ms. Rigoni replied no. Since Ibero prepared the Project Manual, it will appear to give them a competitive advantage over the other proposers. Mr. Petrick asked her to provide a legal analysis prior to the next meeting.

On MOTION by Mr. Sanon and seconded by Ms. Senior, with all in favor, the Draft Project Manual, in substantial form, was approved

Mr. Cuningham arrived at the meeting at 6:47 p.m.

SIXTH ORDER OF BUSINESS**Update/Discussion: Record of Payment to Glattli**

Discussion ensued regarding whether to seek reimbursement from Kings Landscaping Services (Kings) for services not rendered, due to the inability of Kings and Glattli Spray Service (Glattli) to provide the pest control contracts or records for services rendered to the CDD from 2023 and 2024, aside from the January 14, 2025 contract that was included in the last agenda.

Mr. Petrick asked Ms. Rigoni to review the Kings contract to determine the charges for pest control and fertilization services.

Ms. Senior pointed out the unusual circumstances Mr. King and the CDD are in with regard to obtaining supporting documents.

On MOTION by Mr. Cuningham and seconded by Mr. Sanon, with all in favor, authorizing District Counsel to issue a demand letter to Kings Landscaping Services for the amount of fertilization and pest control services that was provided to the District, authorizing District Counsel to review the contract to

determine the amount to include in the demand letter and designating the Chair to review and approve the demand letter in final form, were approved.

SEVENTH ORDER OF BUSINESS**Consideration of Lighting by Design 2025
Tree Trim Estimate #4360 TT**

Mr. Petrick presented the executed Lighting by Design three-year contract and Estimate #4360 TT for the 2025 Holiday lighting program. A 50% deposit is due at this time.

On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor, Lighting by Design Estimate #4360-TT for 2025 Holiday Lighting, in a not-to-exceed amount of \$5,687, was approved.

EIGHTH ORDER OF BUSINESS**Ratification of Short Form Addendum to
Proposal for Stucco Repair**

Ms. Sanchez presented the Short Form Addendum to Proposal for Stucco Repair Services only, which was approved at the last meeting.

On MOTION by Mr. Cuningham and seconded by Mr. Sanon, with all in favor, Short Form Addendum to Ibero Property Management Proposal for Stucco Repair Services, was ratified.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of January 31, 2025**

Ms. Sanchez stated she would speak to Mr. Cuningham about the Financial Statements outside of a meeting.

On MOTION by Ms. Senior and seconded by Mr. Sanon, with all in favor, the Unaudited Financial Statements as of January 31, 2025, were accepted.

TENTH ORDER OF BUSINESS**Approval of February 10, 2025 Regular
Meeting Minutes**

The following changes were made:

Line 160: Change “seven” to “several”

Line 169: Delete “and for Mr. Barrett to call her about possibly covering the cost of the golf cart repairs.”

Lines 170 through 171. Change: “Mr. Petrick asked Ms. Senior to speak to Mr. Barrett about possibly entering into an Agreement with the CDD” to “Mr. Petrick asked Ms. Senior and Mr. Barrett to speak outside of a meeting”

On MOTION by Mr. Petrick and seconded by Mr. Cunningham, with all in favor, the February 10, 2025 Regular Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Rigoni stated she is monitoring the Florida special legislative session and will provide updates on matters that might affect CDDs. The Board should receive her firm’s weekly summary updates of what has occurred to date.

Ms. Sanchez reviewed the RFP schedule behind Item 5B.

On MOTION by Mr. Petrick and seconded by Mr. Sanon, with all in favor, the Evaluation Criteria, the Request for Proposals for Landscape and Irrigation Maintenance Services and the schedule, in final form, and authorizing Staff to advertise the RFP package based on the draft project manual, were approved.

B. District Engineer: Craig A. Smith & Associates

Mr. Caruso stated he is waiting on a call from a contractor about service. Finding a vendor is difficult as most want both the pump station maintenance and the emergency generator/submersibles under one contract. Mr. Petrick stated the CDD might have to consider switching the contract if Mr. Caruso’s efforts are unsuccessful.

C. Operations Manager: Ibero Property Management

Mr. Barrett reported on work recently completed or currently underway.

D. Landscaping Manager: Kings Management Services, Inc. - Landscaping Division

Mr. King stated that he, Mr. Barrett and Ms. Sanchez exchanged emails regarding the amount for pest control services. He only knew of six pest control services that were missed, since his father passed away. Mr. Petrick advised Mr. King to respond in writing to the CDD's demand letter.

Mr. Petrick stated he saw the Glattli document dated 2023 that Mr. King provided at the last meeting showing costs at \$400 to \$500 per month.

Ms. Sanchez stated the reason she did not approve the Glattli invoice at the last meeting is because she asked Mr. King to provide backup proving that the services were performed or to revise his invoice if he did not have supporting documentation.

E. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: April 14, 2025 at 6:00 PM**

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the April 14, 2025 meeting.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Senior stated she took photographs today of debris that crews left behind on Friday; she is uncertain if they forgot to remove it or if this is a scheduling issue. Mr. King reviewed the schedule. To resolve this, Mr. Petrick stated that Mr. Barrett and Ms. Senior can discuss the issue with Nancy outside of a meeting or Mr. King can submit a proposal to increase debris pick up on Jog Road to three times a week.

A Board Member asked if the light to the left of the wall can run from dawn to dusk. He was advised to call the phone number on the Florida Power & Light (FPL) light pole.

Mr. Petrick asked Mr. Barrett to renew the CDD's No Trespassing Affidavit with the City of West Palm Beach, which allows the police to take action, replace the faded "No Trespassing" signs within the CDD and install new ones by the pumphouse and gate.

THIRTEENTH ORDER OF BUSINESS

Public Comments

206

207 No members of the public spoke.

208

209 **FOURTEENTH ORDER OF BUSINESS****Adjournment**

210

211 On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor,
212 the meeting adjourned at 7:41 p.m.

213

214

215

216

217

218

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

219
220
221
222
223

Secretary/Assistant Secretary

Chair/Vice Chair

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

MINUTES B

DRAFT

**MINUTES OF MEETING
HAMAL
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hamal Community Development District held a Regular Meeting on April 14, 2025 at 6:00 p.m., at the Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411.

Present:

Joseph Petrick (via telephone)	Chair
Benjamin Cuningham	Vice Chair
Ione Senior	Assistant Secretary
Bensy Sanon	Assistant Secretary

Also present:

Jamie Sanchez	District Manager
Michelle Rigoni (via telephone)	District Counsel
Al Caruso (via telephone)	District Engineer
Dwayne Barrett	Ibero Property Management Corporation
Corey Dwayne	Ibero Property Management Corporation

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 6:00 p.m. Supervisors Cuningham, Senior and Sanon were present. Supervisor Petrick attended by phone. Supervisor DePaul was absent.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTH ORDER OF BUSINESS

**Consideration of Allstate Resource
Management, Inc. Estimates**

A. Lake 2-Fountain 2 Motor/Pump

Ms. Sanchez presented the estimate and read the note from the vendor, as follows:

“The Lake 2 fountain motor is having a hard time getting up to speed and appears to have a bad bearing; it is also possible that there is an issue with the mechanical pump. Once the unit has been dismantled the cause can be narrowed down.”

Mr. Barrett discussed the frequency of Lake 2 fountain repairs and unknown costs, such as electrical.

On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor, the Allstate Resource Management, Inc. Lake 2 Fountain 2 Motor/Pump replacement estimate, in a not-to-exceed amount of \$10,290, was approved.

B. Lake 3-Fountain 3 Motor

Ms. Sanchez presented the Estimate and read the note from the vendor, as follows:

“For Lake 3 we have attempted to repair the motor control box but it did not last, therefore, a new motor control box for the panel is necessary.”

Ms. Rigoni stated she will secure the Short Form Addendum for both proposals.

On MOTION by Mr. Cuningham and seconded by Mr. Sanon, with all in favor, the Allstate Resource Management, Inc., Lake 3 Fountain 3 New Deluxe Motor Control Box estimate, in a not-to-exceed amount of \$1,795, was approved.

FIFTH ORDER OF BUSINESS

**Update: Request for Proposals for
Landscape and Irrigation Maintenance
Services**

• **Addendum No. 1**

Ms. Sanchez explained the actions taken by her, the Chair and District Counsel and the decision to prepare Addendum No. 1. All of them recommend cancelling and re-advertising the original Request for Proposals (RFP), to hopefully receive multiple competitive bids.

Ms. Senior recalled being designated to work with Staff on the RFP process at the last meeting. Mr. Petrick explained his decision to proceed with the Addendum extending the RFP due date instead of involving Ms. Senior. He suggests deferring re-advertising the RFP to the July meeting, to hopefully receive as many competitive bids as possible. He thinks the current vendor is doing a good job. The Board Members were asked to send recommendations of vendors to Ms. Thomas so she can send the RFP package to them. The Board Members should

have vendors contact Ms. Sanchez with questions about the RFP instead of answering them, to avoid the appearance of giving certain vendors a competitive edge over the others.

Regarding the directive in the prior minutes, Ms. Rigoni stated she confirmed that Ibero Property Management Corporation (Ibero) can submit a bid, with the caveat of everyone being vigilant about only discussing ongoing landscape issues under the current contract and treating Ibero as a potential proposer.

Discussion ensued regarding designating a Board Member to work with Staff on finalizing the RFP and setting the RFP due date at the July 14, 2025 meeting.

On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor, cancelling the existing Request for Proposals for Landscape and Irrigation Maintenance Services and Addendum No 1 that extended the due date to April 18, 2025, was approved.

On MOTION by Mr. Cuningham and seconded by Mr. Sanon, with all in favor, authorizing Staff to re-advertise the Request for Proposals for Landscape and Irrigation Maintenance Services and utilizing the previously approved Evaluation Criteria, was approved.

On MOTION by Mr. Cuningham and seconded by Ms. Sanon, with all in favor, authorizing Staff to proceed with a new Request for Proposals for Landscape and Irrigation Maintenance Services and designating Ms. Senior to work with Staff to finalize the RFP, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Ibero Property Management Corp Estimate 2104 for Jog Road General Cleaning

Mr. Barrett presented Ibero Property Management Corp Estimate 2104 for additional Jog Road cleaning. Ms. Senior stated she observed much improvement on the Jog Road portion of CDD property and spoke to Mr. Barrett negotiating the project scope to three hours a day, three days per week, instead of one day per week. Mr. Petrick stated he spoke to Mr. Barrett about changing the hourly rate, given his expertise; he thinks the \$75 rate is fair for industry standards. He suggests adding one more day a week, for a month, and presenting a log of the number of bags picked up and how long it took to remove the debris, which will set a benchmark to determine if more days are needed.

The Board Members discussed opposing opinions, not changing the existing contract and the number of days service is needed. It was noted that some months span five weeks.

Mr. Barrett discussed recent service and the need to add additional time, whether or not the CDD obtains other bids. Ibero will present an updated proposal at the next meeting.

On MOTION by Ms. Senior and seconded by Mr. Petrick, with all in favor, adding on additional day per week of debris removal on Jog Road with a minimum of four hours of labor time, in a not-to-exceed amount of \$1,200, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-03. Ms. Sanchez, Mr. Petrick and Ms. Rigoni explained the purpose of the Agreement and reimbursement terms; the Agreement is standard throughout Florida. Regarding whether any burden of entering into the Agreement would outweigh potential benefits of doing so, Ms. Sanchez stated that it would not. Ms. Rigoni noted that she has not experienced implementation of this Agreement.

On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor, Resolution 2025-03, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2025

On MOTION by Mr. Cuningham and seconded by Ms. Senior, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

NINTH ORDER OF BUSINESS

Approval of March 10, 2025 Regular Meeting Minutes

Mr. Cuningham presented the following changes:

Lines 195 and 197: Change "Mr. King" to "Mr. Barrett"

Line 199: Change "A Board Member" to "Mr. Sanon"

This item was deferred for Ms. Rigoni to submit her edits at the next meeting.

TENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

- **Update: Legislative Updates**

There was nothing to report.

B. District Engineer: Craig A. Smith & Associates

- **Update: Service Contractor**

Mr. Caruso thinks it would be easier to engage a contractor if pump station maintenance and the emergency generator/submersibles are under one contract; it has been difficult finding a maintenance vendor. He will obtain proposals for both for the next meeting.

C. Operations Manager: Ibero Property Management

Mr. Barrett reported on work recently completed or currently underway. Pest control services sprayed the area for the first time. He will submit a bid to remove a dead palm tree on Jog Road and a schedule for the painting project.

Discussion ensued regarding Allstate's performance, the pest control company, status of renewing the CDD's No Trespassing Affidavit with the City and the signage.

D. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: May 12, 2025 at 6:00 PM**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS**Supervisors' Requests**

There were no Supervisors requests.

TWELFTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Cunningham and seconded by Ms. Senior, with all in favor, the meeting adjourned at 7:21 p.m.

188
189
190
191
192

Secretary/Assistant Secretary

Chair/Vice Chair

HAMAL
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

HAMAL COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Briar Bay Clubhouse, 3400 Celebration Blvd., West Palm Beach, Florida 33411</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 14, 2024 CANCELED	Regular Meeting	6:00 PM
November 7, 2024* CANCELED	Regular Meeting	6:00 PM
December 9, 2024	Regular Meeting	6:00 PM
February 10, 2025	Regular Meeting	6:00 PM
March 10, 2025	Regular Meeting	6:00 PM
April 14, 2025	Regular Meeting	6:00 PM
May 12, 2025	Regular Meeting <i>Presentation of FY2026 Proposed Budget</i>	6:00 PM
July 14, 2025	Regular Meeting	6:00 PM
September 8, 2025	Public Hearing and Regular Meeting <i>Adoption of FY2026 Budget</i>	6:00 PM

Exceptions

**The November meeting date is earlier to accommodate the Veterans Day holiday.*