

**Oakstead
Community Development District**

October 16, 2018

Agenda Package

Oakstead Community Development District

Inframark • Infrastructure Management Services

210 North University Drive, Suite 702 • Coral Springs, Florida 33071

Telephone: (954) 603-0033 • Fax: (954) 345-1292

October 9, 2018

Board of Supervisors
Oakstead Community Development District

Dear Board Members:

A regular meeting of the Board of Supervisors of the Oakstead Community Development District will be held on Tuesday, October 16, 2018 at 6:30 P.M. in the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O'Lakes, Florida. Following is the advance agenda for this meeting:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Consent Agenda:
 - A. Approval of the Minutes of the September 18, 2018 Regular Meeting
 - B. Approval of the Financial Statements through September 30, 2018
4. Attorney's Report
5. Engineer's Report
6. Manager's Report
 - A. Motion to Assign Fund Balances
7. Staff Reports
 - A. Site Manager
 - B. Newsletter Committee
8. Supervisors' Reports, Requests and Comments
9. Audience Comments
10. Adjournment

The balance of the agenda is routine in nature. I look forward to seeing you at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,



Andrew P. Mendenhall/mm
District Manager

Third Order of Business

3A.

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on September 18, 2018 at 2:00 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

Present and constituting a quorum were:

Norman E. Keith	Chairman
Fred Krauer	Vice Chairman
Joe Cascio	Assistant Secretary
Sal Paradiso	Assistant Secretary
Barbara Feldman	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
-----------------	------------------

Residents

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Mendenhall called the meeting to order and the roll was called. All Supervisors were present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The pledge of allegiance was recited.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the August 21, 2018 Regular Meeting
- B. Approval of the Financial Statements through August 31, 2018

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor items A & B of the consent agenda were approved.

FOURTH ORDER OF BUSINESS

Attorney's Report

None.

Mr. Paradiso reported on his recent discussions with District Counsel regarding the District website and ADA compliance.

The Board directed Mr. Paradiso to cease posting future approved minutes to the Districts's website and deleting all previous meeting minutes from the site. A note indicating where and who to contact for access to any District documents will be posted on the site.

FIFTH ORDER OF BUSINESS

Engineers Report

None.

SIXTH ORDER OF BUSINESS

Manager's Report

A. ADA Website Compliance

This was previously discussed.

The paving project was briefly discussed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Site Manager

None.

Mr. Keith noted in Ms. Intini's absence he has a list of projects to report.

Ms. Feldman discussed an item included on the projects list; pool resurfacing.

During the last workshop meeting Ms. Intini recommended the proposal from Pool Works for resurfacing the pool at a cost of \$57,926.00.

Ms. Feldman MOVED seconded by Mr. Krauer to approve the proposal from Pool Works for resurfacing the pool in the amount of \$57,926 pending District Counsel review.

The motion made above regarding the pool resurfacing was discussed.

The Board decided to table the above motion and continue today's meeting to October 2, 2018 at 4:00 P.M. to discuss the pool resurfacing project. The continuation date will give the Site Manager additional time to gather more information from the current pool vendor, Sharper Image, and the new proposer, Pool Works.

75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112

Considering the above noted discussion of the pool resurfacing proposal and the Board direction to continue this meeting to October 2, 2018 at 4:00 P.M., the motion made above by Ms. Feldman and seconded by Mr. Krauer was rescinded.

B. Newsletter Committee

Mr. Paradiso noted he is working with Ms. Intini regarding creating flyers for upcoming events.

EIGHTH ORDER OF BUSINESS

Supervisor' Reports, Requests & Comments

Mr. Keith discussed the project list submitted by Ms. Intini. The list will be discussed again at the next workshop meeting.

Mr. Krauer discussed possible projects to consider after the road paving is done.

He requested to include a discussion on sidewalks on the next workshop agenda and working with the Oakstead HOA on coming up with a policy.

Mr. Paradiso discussed the possibility of adding street lights to Lake Patience Road. A traffic study will be done on Lake Patience Road and Oakstead Boulevard within 45 to 60 days to determine what, if any, measures need to be taken at that intersection.

Mr. Cascio noted he tried to reach Kelly Beary but she was dispatched to North Carolina for the restoration and she won't be back until October 1st. She will be invited out when she returns for a quick look at the one light that we want to install. Also, some of the irrigation controls have been vandalized. He is in favor of purchasing cameras to catch the perpetrators.

NINTH ORDER OF BUSINESS

Audience Comments

None.

TENTH ORDER OF BUSINESS

Continuation

There being no further business to discuss at this time,

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the meeting was continued to October 2, 2018 at 4:00 P.M. to discuss the pool resurfacing project.

Norman Keith, Chairman

3B.

**Oakstead
Community Development District**

Financial Report

September 30, 2018



Table of Contents

FINANCIAL STATEMENTS

Balance Sheet - All Funds	Pages 1 - 2
Statement of Revenues, Expenditures and Changes in Fund Balances	
General Fund	Pages 3 - 5
Debt Service Funds	Pages 6 - 7
Capital Project Funds	Pages 8 - 9

SUPPORTING SCHEDULES

Non-Ad Valorem Special Assessments	Page 10
Assigned Reserves Report	Page 11
Cash and Investment Report	Page 12
Bank Reconciliation Reports	Pages 13 - 14
Check Register & Invoices	Pages 15 - 17

OAKSTEAD
Community Development District

Financial Statements

(Unaudited)

September 30, 2018

Balance Sheet
September 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 A-1 DEBT SERVICE FUND	SERIES 2017 A-2 DEBT SERVICES FUND	SERIES 2016 A-1 CAPITAL PROJECTS FUND	SERIES 2017 A-2 CAPITAL PROJECTS FUND	TOTAL
ASSETS						
Cash - Checking Account	\$ 121,760	\$ -	\$ -	\$ -	\$ -	\$ 121,760
Cash On Hand/Petty Cash	250	-	-	-	-	250
Accounts Receivable	30,840	-	-	-	-	30,840
Investments:						
Certificates of Deposit - 12 Months	209,548	-	-	-	-	209,548
Certificates of Deposit - 18 Months	103,297	-	-	-	-	103,297
Certificates of Deposit - 24 Months	202,087	-	-	-	-	202,087
Money Market Account	1,267,946	-	-	-	-	1,267,946
Construction Fund A	-	-	-	262,513	275,371	537,884
Interest Account A	-	3	-	-	-	3
Interest Fund (A-2)	-	-	3	-	-	3
Reserve Fund (A-2)	-	-	113,284	-	-	113,284
Reserve Fund A	-	129,946	-	-	-	129,946
Revenue Fund (A-2)	-	-	78,194	-	-	78,194
Revenue Fund A	-	90,912	-	-	-	90,912
Sinking Fund (A-2)	-	-	10	-	-	10
Sinking Fund A	-	12	-	-	-	12
Prepaid Items	1,690	-	-	-	-	1,690
Deposits	839	-	-	-	-	839
TOTAL ASSETS	\$ 1,938,257	\$ 220,873	\$ 191,491	\$ 262,513	\$ 275,371	\$ 2,888,505

Balance Sheet
September 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 A-1 DEBT SERVICE FUND	SERIES 2017 A-2 DEBT SERVICES FUND	SERIES 2016 A-1 CAPITAL PROJECTS FUND	SERIES 2017 A-2 CAPITAL PROJECTS FUND	TOTAL
LIABILITIES						
Accounts Payable	\$ 29,661	\$ -	\$ -	\$ -	\$ -	\$ 29,661
Accrued Expenses	9,235	-	-	-	-	9,235
Accrued Wages Payable	4,500	-	-	-	-	4,500
FICA	344	-	-	-	-	344
TOTAL LIABILITIES	43,740	-	-	-	-	43,740
FUND BALANCES						
Nonspendable:						
Prepaid Items	1,690	-	-	-	-	1,690
Deposits	839	-	-	-	-	839
Restricted for:						
Debt Service	-	220,873	191,491	-	-	412,364
Capital Projects	-	-	-	262,513	275,371	537,884
Assigned to:						
Operating Reserves	212,254	-	-	-	-	212,254
Reserves - Asset Replacement	211,086	-	-	-	-	211,086
Reserves - Clubhouse	90,563	-	-	-	-	90,563
Reserves - Landscape	30,000	-	-	-	-	30,000
Reserves - Ponds	65,774	-	-	-	-	65,774
Reserves-Recreation Facilities	21,600	-	-	-	-	21,600
Reserves - Tree Removal & Replacement	25,099	-	-	-	-	25,099
Reserves - Roadways	614,085	-	-	-	-	614,085
Reserves - Sidewalks	50,945	-	-	-	-	50,945
Reserve - Wall	50,000	-	-	-	-	50,000
Reserves - Weymouth	52,729	-	-	-	-	52,729
Unassigned:	467,853	-	-	-	-	467,853
TOTAL FUND BALANCES	\$ 1,894,517	\$ 220,873	\$ 191,491	\$ 262,513	\$ 275,371	\$ 2,844,765
TOTAL LIABILITIES & FUND BALANCES	\$ 1,938,257	\$ 220,873	\$ 191,491	\$ 262,513	\$ 275,371	\$ 2,888,505

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 9,000	\$ 19,025	211.39%	\$ 2,625
Room Rentals	3,000	2,706	90.20%	-
Special Events	1,000	2,250	225.00%	-
Other Charges For Services	2,500	822	32.88%	-
Special Assmnts- Tax Collector	1,054,718	1,054,720	100.00%	-
Special Assmnts- Delinquent	-	883	0.00%	-
Special Assmnts- Discounts	(42,189)	(39,398)	93.38%	-
Other Miscellaneous Revenues	-	31,939	0.00%	-
Gate Bar Code/Remotes	2,000	3,486	174.30%	-
TOTAL REVENUES	1,030,029	1,076,433	104.51%	2,625

EXPENDITURES**Administration**

P/R-Board of Supervisors	19,200	18,200	94.79%	1,600
FICA Taxes	1,469	1,392	94.76%	122
ProfServ-Arbitrage Rebate	1,200	1,200	100.00%	1,200
ProfServ-Engineering	7,000	1,096	15.66%	-
ProfServ-Legal Services	14,000	19,137	136.69%	735
ProfServ-Mgmt Consulting Serv	54,912	54,912	100.00%	4,576
ProfServ-Property Appraiser	150	150	100.00%	-
ProfServ-Special Assessment	12,000	12,000	100.00%	-
ProfServ-Trustee Fees	5,000	5,000	100.00%	-
ProfServ-Web Site Development	1,000	996	99.60%	80
Auditing Services	6,500	6,500	100.00%	-
Postage and Freight	1,500	1,685	112.33%	89
Insurance - General Liability	3,876	3,522	90.87%	294
Printing and Binding	800	603	75.38%	58
Legal Advertising	1,900	1,305	68.68%	-
Misc-Bank Charges	1,500	1,504	100.27%	118
Misc-Assessmnt Collection Cost	21,094	20,324	96.35%	-
Office Supplies	50	1,924	3848.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	153,326	151,625	98.89%	8,872

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
Field				
Contracts-Landscape	189,090	189,090	100.00%	15,758
Contracts-Landscape Consultant	19,440	19,440	100.00%	1,620
Contracts-Mulch	7,800	-	0.00%	-
Contracts-Lakes	26,630	26,628	99.99%	2,219
Contracts-Florida Hwy Patrol	20,000	21,250	106.25%	2,250
Contracts-Perennials	12,500	-	0.00%	-
Contracts-Annuals	12,500	14,279	114.23%	3,595
Contracts-Gates	4,500	4,500	100.00%	-
Communication-Gate Phones	9,720	9,720	100.00%	810
Electricity - Streetlighting	78,500	79,710	101.54%	6,829
Utility - Reclaimed Water	2,350	20,268	862.47%	-
Insurance - Property	15,575	14,173	91.00%	1,183
R&M-Aquascaping	2,000	-	0.00%	-
R&M-Entry Feature	5,000	-	0.00%	-
R&M-Fountain	500	-	0.00%	-
R&M-Gate	32,500	31,975	98.38%	7,688
R&M-Irrigation	13,113	28,796	219.60%	3,780
R&M-Sidewalks	2,500	8,169	326.76%	400
R&M-Trees and Trimming	2,500	20,644	825.76%	293
Miscellaneous Services	9,000	2,768	30.76%	252
Misc-Decorative Lighting	6,000	10,775	179.58%	1,845
Misc-Property Taxes	1,900	6,665	350.79%	-
Reserve - Landscaping	-	17,847	0.00%	-
Reserve - Ponds	16,012	4,250	26.54%	-
Reserve - Roadways	115,000	7,136	6.21%	585
Reserve-Tree Rem./Replacem.	-	21,758	0.00%	-
Reserve - Wall	50,000	2,488	4.98%	123
Total Field	654,630	562,329	85.90%	49,230

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
<u>Parks and Recreation - General</u>				
Payroll-Salaries	57,075	57,349	100.48%	6,442
Payroll-Hourly	62,930	59,099	93.91%	7,203
FICA Taxes	9,180	8,908	97.04%	1,044
Workers' Compensation	3,000	3,605	120.17%	-
Unemployment Compensation	350	-	0.00%	-
Contracts-Security Services	2,038	2,427	119.09%	95
Contracts-Pools	16,200	16,200	100.00%	1,350
Contracts-Pest Control	2,955	3,095	104.74%	255
Communication - Telephone	1,980	2,882	145.56%	246
Utility - Gas	310	291	93.87%	-
Utility - Refuse Removal	1,000	997	99.70%	83
Utility - Water & Sewer	5,500	4,486	81.56%	399
R&M-Clubhouse	15,000	18,201	121.34%	3,075
R&M-Pools	11,870	9,064	76.36%	108
Miscellaneous Services	3,800	3,210	84.47%	670
Misc-Public Relations	7,885	7,383	93.63%	20
Solid Waste Disposal Assessm.	1,300	1,270	97.69%	-
Office Supplies	2,500	1,647	65.88%	46
Cleaning Supplies	4,200	2,250	53.57%	487
Op Supplies - Clubhouse	3,000	2,837	94.57%	355
Op Supplies - Pool Chemicals	10,000	10,139	101.39%	1,942
Total Parks and Recreation - General	222,073	215,340	96.97%	23,820
TOTAL EXPENDITURES	1,030,029	929,294	90.22%	81,922
Excess (deficiency) of revenues				
Over (under) expenditures	-	147,139	0.00%	(79,297)
Net change in fund balance	\$ -	\$ 147,139	0.00%	\$ (79,297)
FUND BALANCE, BEGINNING (OCT 1, 2017)	1,747,378	1,747,378		
FUND BALANCE, ENDING	\$ 1,747,378	\$ 1,894,517		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,963	0.00%	\$ 334
Special Assmnts- Tax Collector	451,062	451,062	100.00%	-
Special Assmnts- Delinquent	-	660	0.00%	-
Special Assmnts- Discounts	(18,042)	(16,780)	93.01%	-
TOTAL REVENUES	433,020	438,905	101.36%	334
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	9,022	8,699	96.42%	-
Total Administration	9,022	8,699	96.42%	-
Debt Service				
Principal Debt Retirement A-1	270,000	270,000	100.00%	-
Interest Expense Series A-1	154,178	154,178	100.00%	-
Total Debt Service	424,178	424,178	100.00%	-
TOTAL EXPENDITURES	433,200	432,877	99.93%	-
Excess (deficiency) of revenues Over (under) expenditures	(180)	6,028	0.00%	334
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(180)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(180)	-	0.00%	-
Net change in fund balance	\$ (180)	\$ 6,028	0.00%	\$ 334
FUND BALANCE, BEGINNING (OCT 1, 2017)	214,845	214,845		
FUND BALANCE, ENDING	\$ 214,665	\$ 220,873		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,266	0.00%	\$ 285
Special Assmnts- Tax Collector	389,882	389,885	100.00%	-
Special Assmnts- Discounts	(15,595)	(14,643)	93.90%	-
TOTAL REVENUES	374,287	378,508	101.13%	285
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,798	7,505	96.24%	-
Total Administration	7,798	7,505	96.24%	-
Debt Service				
Principal Debt Retirement A-2	225,000	225,000	100.00%	-
Interest Expense Series A-2	140,453	140,453	100.00%	-
Total Debt Service	365,453	365,453	100.00%	-
TOTAL EXPENDITURES	373,251	372,958	99.92%	-
Excess (deficiency) of revenues Over (under) expenditures	1,036	5,550	0.00%	285
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	1,036	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	1,036	-	0.00%	-
Net change in fund balance	\$ 1,036	\$ 5,550	0.00%	\$ 285
FUND BALANCE, BEGINNING (OCT 1, 2017)	185,941	185,941		
FUND BALANCE, ENDING	\$ 186,977	\$ 191,491		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 3,465	0.00%	\$ 401
TOTAL REVENUES	-	3,465	0.00%	401
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	3,465	0.00%	401
Net change in fund balance	\$ -	\$ 3,465	0.00%	\$ 401
FUND BALANCE, BEGINNING (OCT 1, 2017)	-	259,048		
FUND BALANCE, ENDING	\$ -	\$ 262,513		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	SEP-18 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,635	0.00%	\$ 421
TOTAL REVENUES	-	3,635	0.00%	421
EXPENDITURES				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	3,635	0.00%	421
Net change in fund balance	\$ -	\$ 3,635	0.00%	\$ 421
FUND BALANCE, BEGINNING (OCT 1, 2017)	-	271,736		
FUND BALANCE, ENDING	\$ -	\$ 275,371		

OAKSTEAD
Community Development District

Supporting Schedules

September 30, 2018

**Non-Ad Valorem Special Assessments
(Pasco County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2018**

					ALLOCATION BY FUND		
Date Rcvd	Net Amt Rcvd	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Ser 2016A1 Debt Service Fund	Ser 2017A2 Debt Service Fund
2017 Assmnts				\$1,895,666	\$1,054,720	\$451,062	\$389,885
Allocation %				100%	56%	24%	21%
11/10/17	\$ 13,790	\$ 697	\$ 281	\$ 14,769	\$ 8,217	\$ 3,514	\$ 3,038
11/22/17	123,862	5,266	2,528	131,656	73,251	31,327	27,078
12/05/17	290,480	12,350	5,928	308,758	171,788	73,467	63,503
12/08/17	207,010	8,801	4,225	220,037	122,425	52,356	45,255
12/15/17	961,401	40,876	19,620	1,021,897	568,568	243,154	210,175
12/29/17	52,791	2,034	1,077	55,902	31,103	13,302	11,497
01/11/18	32,342	1,036	660	34,038	18,938	8,099	7,001
02/13/18	29,561	631	603	30,796	17,134	7,328	6,334
03/13/18	14,592	167	298	15,057	8,377	3,583	3,097
04/12/18	33,313	-	680	33,993	18,913	8,088	6,991
05/10/18	11,029	(135)	225	11,119	6,187	2,646	2,287
06/08/18	14,692	(437)	300	14,556	8,099	3,463	2,994
06/15/18	3,119	(93)	64	3,090	1,719	735	636
TOTAL	\$ 1,787,983	\$ 71,194	\$ 36,489	\$ 1,895,666	\$ 1,054,720	\$ 451,062	\$ 389,885
% Collected				100%	100%	100%	100%
TOTAL O/S				\$ 0	\$ (0)	\$ (0)	\$ (0)
Delinquent Tax Collections (FY17)							
07/18/18	\$ 1,879	\$ (374)	\$ 38	\$ 1,543	\$ 883	\$ 660	\$ -

OAKSTEAD

Community Development District

**Assigned Reserves Report
as of September 30, 2018**

		Current Balance	Goal
GL #283010	Operating Reserves	\$212,254	n/a
GL #283070	Reserves - Asset Replacement	\$211,086	\$0
GL #283185	Reserves - Clubhouse	\$90,563	\$90,000
GL #283515	Reserves-Landscape	\$30,000	\$30,000
GL #283685	Reserves - Ponds	\$65,774	\$90,000
GL #283700	Reserves-Recreation Facilities	\$21,600	\$10,000
GL #283719	Reserves-Tree Removal & Replacement	\$25,099	\$25,000
GL #283760	Reserves-Roadways**	\$1,151,969	\$2,030,000
	** Includes Series A-1 & A-2 Construction Funds		
GL #283790	Reserves-Sidewalks	\$50,945	\$25,000
GL #283884	Reserves-Wall	\$50,000	\$50,000
GL #283925	Reserves - Weymouth	\$52,729	\$52,729
Total Assigned Reserves		\$1,962,019	\$2,402,729

Cash and Investment Report
September 30, 2018

General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Op	SunTrust Bank	Public Funds NOW	n/a	1.51%	\$11,677
Checking Account - Op	Hancock Bank	checking account	n/a	0.00%	110,083
		subtotal			121,760
Petty Cash	n/a	n/a	n/a	0.00%	250
CD - 12 Months	Florida Comm Bank	Certificate of Deposit #6800	04/10/19	2.00%	104,774
CD - 12 Months	Florida Comm Bank	Certificate of Deposit #9900	04/10/19	2.00%	104,774
		subtotal			209,548
CD - 18 Months	Bank United	Certificate of Deposit #1492	04/30/19	1.44%	103,297
		subtotal			103,297
CD - 24 Months	Bank United	Certificate of Deposit-#3905	01/08/19	1.25%	101,043
CD - 24 Months	Bank United	Certificate of Deposit-#3906	01/08/19	1.25%	101,043
		subtotal			202,087
Public Funds MMA	Bank United	Money Market Acct #0682	n/a	1.30%	1,226,353
Public Funds MMA	Florida Comm Bank	Money Market Account	n/a	1.15%	41,593
		subtotal			1,267,946
		Subtotal-GF			\$1,904,887

Debt Service & Capital Project Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Ser 2016 A-1 Interest Acct	Hancock Bank	Federated Oblig Fund	n/a	1.79%	3
Ser 2016 A-1 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	129,946
Ser 2016 A-1 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	90,912
Ser 2016 A-1 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	1.87%	12
		Subtotal-DS 204			\$220,873
Ser 2017 A-2 Interest Acct	Hancock Bank	Federated Oblig Fund	n/a	1.98%	3
Ser 2017 A-2 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	113,284
Ser 2017 A-2 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	78,194
Ser 2017 A-2 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	1.84%	10
		Subtotal-DS 205			\$191,491
Ser 2016 A-1 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	\$262,513
Ser 2017 A-2 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	1.86%	\$275,371
		Total All Funds			\$2,855,135

Oakstead CDD

Bank Reconciliation

Bank Account No. 5221 SunTrust Bank N.A.
Statement No. 09-18
Statement Date 9/30/2018

G/L Balance (LCY)	11,676.54	Statement Balance	11,676.54
G/L Balance	11,676.54	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	11,676.54
Subtotal	11,676.54	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	11,676.54	Ending Balance	11,676.54
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
---------------------	----------------------	---------------------	--------------------	---------------	-----------------------	-------------------

Oakstead CDD**Bank Reconciliation**

Bank Account No. 3063 HANCOCK BANK - GF NEW
 Statement No. 09-18
 Statement Date 9/30/2018

G/L Balance (LCY)	110,083.49	Statement Balance	113,317.71
G/L Balance	110,083.49	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	113,317.71
Subtotal	110,083.49	Outstanding Checks	3,234.22
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	110,083.49	Ending Balance	110,083.49
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
9/5/2018	Payment	9972	JACK N. SIMPSON	364.57	0.00	364.57
9/19/2018	Payment	10000	JACK N. SIMPSON	310.21	0.00	310.21
9/20/2018	Payment	10002	JOSEPH N. CASCIO	159.70	0.00	159.70
9/21/2018	Payment	10003	JOSEPH N. CASCIO	159.70	0.00	159.70
9/21/2018	Payment	10007	LLS TAX SOLUTIONS INC.	1,200.00	0.00	1,200.00
9/21/2018	Payment	10009	NANCY M INTINI	236.52	0.00	236.52
9/26/2018	Payment	10012	OAKSTEAD C/O WHITNEY BANK	803.52	0.00	803.52
Total Outstanding Checks.....				3,234.22		3,234.22

OAKSTEAD Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	10004	09/21/18	FEDEX	6-302-96918	8/31 & 9/5 FedEx Svc	Postage and Freight	541006-51301	\$30.87
001	10005	09/21/18	JAMES E. LAROSE JR.	091018	9/10/18 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	10006	09/21/18	JOHN SESSA	091218	09/12/18 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	10007	09/21/18	LLS TAX SOLUTIONS INC.	001542	SERIES 2016A THRU 12/14/17	ProfServ-Arbitrage Rebate	531002-51301	\$600.00
001	10007	09/21/18	LLS TAX SOLUTIONS INC.	001541	SERIES 2017A THRU 01/11/18	ProfServ-Arbitrage Rebate	531002-51301	\$600.00
001	10008	09/21/18	METRO GATES, INC	8941	9/5 STRATHMORE-BELT, LOOP DETEC	R&M-Gate	546034-53901	\$395.00
001	10009	09/21/18	NANCY M INTINI	091218	NI 6/4-9/12/18 MILEAGE REIMB	Miscellaneous Services	549001-57201	\$236.52
001	10010	09/21/18	PASCO COUNTY UTILITIES	10918455	7/25-8/24/18 #0339650 WTR/SWR	Utility - Water & Sewer	543021-57201	\$398.69
001	9974	09/04/18	AMERICAN ECOSYSTEMS	1809253	SEPT 2018 WATER MGMT	Contracts-Lakes	534084-53901	\$2,219.00
001	9975	09/04/18	BRIGHTVIEW LANDSCAPE	5916569	SEPT 2018 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$15,757.50
001	9977	09/06/18	BRIGHTVIEW LANDSCAPE	5943110	SOCCER FIELD WEED TREATMENT	Miscellaneous Services	549001-53901	\$800.00
001	9978	09/06/18	FEDEX	6-288-94038	SVC 8/17/18	Postage and Freight	541006-51301	\$17.92
001	9979	09/06/18	VENTURESIN.COM, INC	43997	SEP 2018 COMM XS APP HOSTING	ProfServ-Web Site Development	531047-51301	\$80.00
001	9980	09/07/18	PASCO COUNTY UTILITIES	082918	6/29-7/31/18 RECLAIMED WTR	Utility - Reclaimed Water	543028-53901	\$2,043.09
001	9981	09/10/18	BRIGHT HOUSE NETWORKS	082518-1171	8/30/18-9/29/18 #0034601171-01	R&M-Clubhouse	546015-57201	\$39.28
001	9982	09/10/18	CLEAN SWEEP SUPPLY CO	00201375	8/28: TOWELS/TOILET TISSUE	Cleaning Supplies	551003-57201	\$106.65
001	9983	09/10/18	CULLIGAN WATER	1037380	9/1/18-9/30/18 COOLER SRVC	Op Supplies - Clubhouse	552003-57201	\$1.00
001	9984	09/10/18	JAMES E. LAROSE JR.	082518	SECURITY 8/25/18	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	9985	09/10/18	JOHN SESSA	083018	SECURITY 8/30/18	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	9985	09/10/18	JOHN SESSA	090118-ADMIN	SEPT 2018 ADMIN FEES	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	9986	09/10/18	METRO GATES, INC	8862	JULY 2018 GATE CELL SRVC	Communication-Gate Phones	541008-53901	\$810.00
001	9987	09/10/18	OLM	33552	8/23/18 LANDSCAPE INSPECTION	Contracts-Landscape Consultant	534062-53901	\$1,620.00
001	9988	09/10/18	PHOENIX SERVICE	090418	SEPT PEST/RODENT CONTROL	Contracts-Pest Control	534125-57201	\$255.00
001	9989	09/10/18	TRIANGLE POOL SERVICE	1771	8/24: CHLORINE/BICARB;STBLZ	Op Supplies-Pool Chemicals	552009-57201	\$287.20
001	9989	09/10/18	TRIANGLE POOL SERVICE	332	8/23/18:ACCUTABS;ROCK SALT	Op Supplies-Pool Chemicals	552009-57201	\$379.50
001	9989	09/10/18	TRIANGLE POOL SERVICE	9180	MTHLY CLEANING-SEPT 2018	Contracts-Pool	534078-57201	\$1,350.00
001	9990	09/11/18	ZACH HORN'S PAINTING	Q-1004	FINAL BILL-PAINT GYM/BASEBOARD	R&M-Clubhouse	546015-57201	\$570.00
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	Affordable Seatings/Chairs, Tables	546015-57201	\$2,012.09
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	RACETRAC-GAS	549001-53901	\$26.34
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	AMAZON-Pothole Patch	549001-53901	\$199.56
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	TREE PERMIT-PASCO	546099-53901	\$51.32

OAKSTEAD Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	SIDE MOUNT TOILET	546015-57201	\$37.27
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	RACETRACE	549001-53901	\$26.50
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	SHERWIN WILLIAMS-GYM	546015-57201	\$79.57
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	SITE ONE	546099-53901	(\$87.90)
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	SITE ONE	546099-53901	\$329.53
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	DUNKIN DONUTS	549046-57201	\$19.98
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	PC LAND	552003-57201	\$250.00
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	FINANCE CHARGE	549009-51301	\$0.13
001	9991	09/11/18	SUNTRUST BANK-8900	082618-2328	Suntrust 8/2-8/26/18 Purchases	WALMART	551002-57201	\$5.74
001	9992	09/14/18	DECORATING ELVES, INC	9574	DEPOSIT-HOLIDAY LIGHTING	Prepaid Items	155000	\$1,500.00
001	9993	09/14/18	FANTASTIC FLOORING	090718	9/17/18 CARPET CLEANING	Cleaning Supplies	551003-57201	\$135.00
001	9994	09/14/18	FRONTIER	090118-6591	SEP SERVICE 813-949-6591	Communication - Telephone	541003-57201	\$167.36
001	9995	09/14/18	JOHN SESSA	090518	SECURITY 9/5/18	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	9996	09/14/18	METRO GATES, INC	8879	8/27 BRENFORD-RPLC 4 BATTERIES	R&M-Gate	546034-53901	\$1,850.00
001	9996	09/14/18	METRO GATES, INC	8887	8/27 STRATHMORE-BATTERY & BELT	R&M-Gate	546034-53901	\$500.00
001	9996	09/14/18	METRO GATES, INC	8882	8/27 MARCHMONT-RPLC BATTERY	R&M-Gate	546034-53901	\$475.00
001	9996	09/14/18	METRO GATES, INC	8884	8/27BALLASTONE-2 BATTERIES,SOS	R&M-Gate	546034-53901	\$1,545.00
001	9996	09/14/18	METRO GATES, INC	8880	8/27 WEYMOUTH-BELTS & BATTERY	R&M-Gate	546034-53901	\$85.00
001	9996	09/14/18	METRO GATES, INC	8886	8/27 KESWICK-REPLACE 4 BELTS	R&M-Gate	546034-53901	\$100.00
001	9996	09/14/18	METRO GATES, INC	8881	8/27 ASMONTE-BATTERY, LOOP DECT	R&M-Gate	546034-53901	\$380.00
001	9996	09/14/18	METRO GATES, INC	8885	8/27 TANGLEWILD-RPLC 3 BELTS	R&M-Gate	546034-53901	\$75.00
001	9996	09/14/18	METRO GATES, INC	8883	8/27 HILLINGTON-RPLC 2 BATTERI	R&M-Gate	546034-53901	\$950.00
001	9997	09/14/18	TRIANGLE POOL SERVICE	72928	NEW PUMP BASKET/CLEAN IMPELLER	R&M-Pools	546074-57201	\$107.95
001	DD03015	09/04/18	DUKE ENERGY-ACH	081018-4391 ACH	6/28/18-8/9/18 ELEC ACH 9.4.18	Electricity - Streetlighting	543013-53901	\$6,812.02
001	DD03027	09/21/18	HOME DEPOT	090518-8698	HD:8/31/18 CC Purchase	R&M-Clubhouse	546015-57201	\$91.42
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	3"LETTERS/TOWELS/MORTAR	546015-57201	\$27.65
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	KEYS/MORTAR/PAINT SUPPLIES	546015-57201	\$76.73
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	GATE REPAIR RETURN	546034-53901	(\$25.12)
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	2 Sila Post Fix	546034-53901	\$22.74
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	Caulk Gun	568188-53901	\$15.32
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	Measuring Wheel/Safety Tape	568188-53901	\$107.86
001	DD03028	09/24/18	LOWE'S COMPANIES	090218-8450	LOWES: AUG 2018 PURCHASES	KEYS AND ID TAGS	546015-57201	\$25.36

OAKSTEAD
Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD03029	09/24/18	SAM'S CLUB	090718-6821	Sam's:8/8-8/31/18 PURCHASES	CLEANING SUPPLIES	551003-57201	\$245.45
001	DD03029	09/24/18	SAM'S CLUB	090718-6821	Sam's:8/8-8/31/18 PURCHASES	KEYS	546015-57201	\$26.05
001	DD03029	09/24/18	SAM'S CLUB	090718-6821	Sam's:8/8-8/31/18 PURCHASES	OFFICE SUPPLIES	551002-57201	\$39.89
001	DD03029	09/24/18	SAM'S CLUB	090718-6821	Sam's:8/8-8/31/18 PURCHASES	B-BALL NET	546015-57201	\$9.88
001	DD03029	09/24/18	SAM'S CLUB	090718-6821	Sam's:8/8-8/31/18 PURCHASES	SUGAR/CREAMER	546015-57201	\$19.69
001	Sept 2018 SEPTEMBER 2018 PAYROLL TOTALS							\$8,981.28
Fund Total								\$56,743.88

SERIES 2016 A-1 DEBT SERVICE FUND - 204

204	10012	09/26/18	Hancock Whitney Bank	092018-A1	SER 2016 A-1 FY18 ASSMNTS	Due from other funds	131000	\$803.52
Fund Total								\$803.52
Total Cks Paid								\$57,547.40

Sixth Order of Business

6A.

**OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 9/30/18

The Board hereby assigns the FY2018 Reserves per the September 30, 2018 Balance Sheet as follows:

Operating Reserve	\$212,254
Reserves -Asset Replacement	\$211,086
Reserves-Clubhouse	\$ 90,563
Reserve- Landscape	\$ 30,000
Reserves-Ponds	\$ 65,774
Reserves-Rec Facilities	\$ 21,600
Reserves – Tree Removal and Replacement	\$ 25,099
Reserves - Roadways	\$614,085
Reserves – Sidewalks	\$ 50,945
Reserves – Walls	\$ 50,000
Reserves-Weymouth	\$ 52,729

To be approved at 10/16/18 meeting.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2018	\$ 1,793,265
Net Change in Fund Balance - Fiscal Year 2018	-
Reserves - Fiscal Year 2018 Additions	181,012
Total Funds Available (Estimated) - 9/30/2018	1,974,277

ALLOCATION OF AVAILABLE FUNDS**Assigned Fund Balance**

Operating Reserve - First Quarter Operating Capital		212,254 ⁽¹⁾
Reserves - Asset Replacement	-	255,919
Reserves - Wall (FY17)	41,452	
Reserves - Wall (projected FY18)	50,000	91,452
Reserves - Clubhouse	90,000	-
Reserves - Clubhouse (FY17)	-	
Reserves - Clubhouse (projected FY18)	-	90,000
Reserves - Landscape	37,778	
Reserves - Landscape (FY17)	-	
Reserves - Landscape (projected FY18)	-	37,778
Reserves - Ponds	57,179	
Reserves - Ponds (FY17)	5,233	
Reserves - Ponds (projected FY18)	16,012	78,424
Reserves - Recreation Facilities	21,600	
Reserves - Recreation Facilities (FY17)	-	
Reserves - Recreation Facilities (projected FY18)	-	21,600
Reserves - Tree Removal & Replacement	22,975	
Reserves - Tree Removal & Replacement (FY17)	2,025	
Reserves - Tree Removal & Replacement (FY18)	-	25,000
Reserves - Roadways	469,768	
Reserves - Roadways (FY17)	36,453	
Reserves - Roadways (projected FY18)	115,000	621,221
Reserves - Sidewalks	25,886	
Reserves - Sidewalks (FY17)	-	
Reserves - Sidewalks (projected FY18)	-	25,886
Reserves - Weymouth (move to Road Reserve)		52,729
Subtotal		<u>1,512,263</u>

Total Allocation of Available Funds	1,512,263
--	------------------

Total Unassigned (undesignated) Cash	\$ 462,014
---	-------------------

Notes

(1) Represents approximately 3 months of operating expenditures

OAKSTEAD

Community Development District

Assigned Reserves Report as of September 30, 2018

		Current Balance	Goal
GL #283010	Operating Reserves	\$212,254	n/a
GL #283070	Reserves - Asset Replacement	\$211,086	\$0
GL #283185	Reserves - Clubhouse	\$90,563	\$90,000
GL #283515	Reserves-Landscape	\$30,000	\$30,000
GL #283685	Reserves - Ponds	\$65,774	\$90,000
GL #283700	Reserves-Recreation Facilities	\$21,600	\$10,000
GL #283719	Reserves-Tree Removal & Replacement	\$25,099	\$25,000
GL #283760	Reserves-Roadways**	\$1,151,969	\$2,030,000
	** Includes Series A-1 & A-2 Construction Funds		
GL #283790	Reserves-Sidewalks	\$50,945	\$25,000
GL #283884	Reserves-Wall	\$50,000	\$50,000
GL #283925	Reserves - Weymouth	\$52,729	\$52,729
Total Assigned Reserves		\$1,962,019	\$2,402,729